

Minutes
Regular Meeting of the Mayor and Council
City of Chattahoochee Hills, Georgia
April 7, 2015 / 6:30 pm

Call to Order

Mayor Reed called the meeting to order at 6:30 p.m. Councilmembers in attendance were Don Hayes, Faye Godwin, Claire Williams, Richard Schmidt and John Taylor. All members were present. Mayor Reed led the assembly in the Pledge of Allegiance. Also present was City Attorney Scott Bennett.

Review and Approval of Agenda

Mayor Reed requested that the agenda be amended to include Executive Session and the swearing in of the new City Clerk. Councilmember Hayes made a motion for item #15-735 (first reading of proposed ordinance to amend the zoning category of 178.78 acres in Coweta County adjacent to the Serenbe Hamlet from AG-1 to CUP-CHC to expand the Serenbe Hamlet) and item 15-736 (first reading of proposed ordinance for a variance request to permit a 65 foot tall building without a steeple, cupola or similar structure in CUP-CHC zoning category in the Serenbe Hamlet) until a recommendation is made by the Planning & Zoning Board, seconded by Councilmember Schmidt. Vote: All in favor. Councilmember Godwin made a motion to accept the agenda as amended, seconded by Councilmember Williams. Vote: All in favor.

Approval of Minutes

1. Minutes of the Regular Meeting of March 3, 2015
2. Minutes of the Special Called Meeting of March 9, 2015
3. Minutes of the Special Called Meeting of March 16, 2015

Councilmember Hayes made a motion to accept the preceding minutes as written, seconded by Councilmember Schmidt. Vote: All in favor.

Staff Reports

IT Update: Harlan Hamlin

Chief Rook spoke on behalf of Mr. Hamlin stating that fiber optic is on the way. The right of way permits have been issued with an estimated completion of 30 days.

Financial Update: Kyle Jones

Mr. Jones presented the financial report and stated that 75% of the budget year has passed and that the City has expended 72% of that budget with the Revenues being above trend with 95% collected.

Fire Department Report: Greg Brett

Chief Brett gave a report of instances for the month of March and reminded citizens and councilmembers that the burn ban begins May 1st and will continue through October 1st. The fire department is making plans for Tomorrow World and Tough Mudder that will be held in the upcoming month. Chief Brett also wanted to remind citizens that a CPR and Wellness class will be held May 9th in Serenbe, which is a community event.

Police Department Report: Matt Rook

Chief Rook gave a review of the past month and informed Council that his officers have been riding the newly acquired area of the city and familiarizing themselves with the community and citizens and that he has received positive feedback.

Public Works Report: Larry Parrott

Mr. Parrott stated that public works has been very busy and that new city limit signs have been ordered and several existing signs have been relocated. The trimming of the right of way on Cedar Grove and Creel Road has been completed. Mr. Parrott also stated that the bids for the crack sealing project has been received and also that the tractors have been received but the mowers have still not been delivered. Mr. Parrott gave a special thanks to Maribeth Wansley for the community clean up, 28 citizens volunteered with 16 being from the newly annexed area.

Community Development: Mike Morton

Mr. Morton stated that he has continued to receive phone calls in regards to the people requesting new annexation and that he has spoken to a representative who has possible interest in placing a cell phone tower in the area. Phase III of Serenbe, pre-construction meeting went well, everything seems to be moving in the right direction. He has also been in touch with someone who is possibly interested in a new development.

City Clerk: Cindy Hanson

Mrs. Hanson stated there were 47 cases for court. She stated that the credit card fee savings was about \$50.00 per month and the city should look at moving all credit card transactions to Government Window.

Public Comment

None

Public Hearing (none scheduled)

Discussions (none scheduled)

Mayor Reed reported that he had his 3rd meeting with the County Commissioner and that the relationship between the city and county has improved immensely.

Unfinished Business *(none scheduled)*

New Business

Councilmember Schmidt made a motion to appoint Tracey Townsend as City Clerk, seconded by Councilmember Taylor. Vote: All in favor. City Attorney Scott Bennett administered the Oath of Office.

1. **Item 15-726:** Resolution 15-03-179, Appointment of Parks Commission
Councilmember Taylor made a motion to reappoint the Parks Commission in its entirety: Maribeth Wansley, John Graham, Dave Hanson, Judy Henderson, and Diana Wilson, seconded by Councilmember Schmidt. Vote: All in favor.
2. **Item 15-728:** Resolution 15-03-180, Appointment of Planning Commission
Councilmember Godwin made a motion to reappoint the Planning Commission in its entirety: Fuller Anderson, Robin Cailloux, Gene Griffith, Alan Merrill, Mark Prater, Rocky Reeves, and Bob Simpson, seconded by Councilmember Williams. Vote: All in favor.
3. **Item 15-734:** Personnel Policy
Councilmember Godwin made a motion to approve the change to the personnel policy eliminating the Employee Assistance Program and giving the definition of a part time employee, seconded by Councilmember Hayes. Vote: All in favor
4. **Item 15-735:** First reading of proposed ordinance to amend the zoning category of 178.78 acres in Coweta County adjacent to the Serenbe Hamlet from AG-1 to CUP-CHC to expand the Serenbe Hamlet
Item was tabled for recommendation from Planning Commission
5. **Item 15-736:** First reading of proposed ordinance for a variance request to permit a 65 foot tall building without a steeple, cupola or similar structure in CUP-CHC zoning category in the Serenbe Hamlet
Item was tabled for recommendation from Planning Commission
6. **Item 15-737:** First reading of proposed ordinance to replace the existing Chapter 20 City of Chattahoochee Hills Zoning Ordinance in its entirety
First reading of ordinance 15-05-137 – AN ORDINANCE TO ADOPT NEW ZONING DISTRICTS, REGULATIONS, STANDARDS, PROCEDURE AND COMPLETE REVISION OF

ZONING IN THE CITY OF CHATTAHOOCHEE HILLS AND FOR ALL OTHER PURPOSES RELATED THERETO. No action taken

7. **Item 15-738:** First reading of proposed ordinance to replace the existing Chapter 19 in its entirety with new ordinance to be known as Chapter 22 City of Chattahoochee Hills Subdivision and Land Development Ordinance
First reading of ordinance 15-05-138 – AN ORDINANCE TO ADOPT NEW SUBDIVISION REGULATIONS, STANDARDS, APPROVAL PROCEDURE FOR THE CITY OF CHATTAHOOCHEE HILLS AND FOR ALL OTHER PURPOSES THERETO. No action taken
8. **Item 15-739:** First reading of proposed ordinance to replace the existing Chapter 14, Article 1 City of Chattahoochee Hills Transferrable Development Rights Ordinance in its entirety
First reading of ordinance 15-05-139 – AN ORDINANCE TO ADOPT NEW TRANSFERABLE DEVELOPMENT RIGHTS REGULATION, STANDARDS AND APPROVAL PROCEDURE FOR THE CITY OF CHATTAHOOCHEE HILLS AND FOR ALL OTHER PURPOSES RELATED THERETO. No action taken
9. **Item 15-740:** First reading of proposed ordinance to which shall be known as Chapter 19 City of Chattahoochee Hills Sign Ordinance
First reading of ordinance 15-05-140 – AN ORDINANCE TO ADOPT NEW SIGN REGULATIONS, STANDARDS, APPROVAL PROCEDURE FOR THE CITY OF CHATTAHOOCHEE HILLS AND FOR ALL OTHER PURPOSES RELATED THERETO. No action taken
10. **Item 15-741:** Proposed resolution to establish a moratorium that prevents the city from accepting and considering proposed conceptual subdivision plat or new conceptual subdivision plans. The moratorium will expire on August 4, 2015 or upon the adoption of the revised zoning ordinance, whichever shall first occur, unless council takes further action.
Councilmember Schmidt made a motion to accept a moratorium that prevents the city from accepting and considering proposed conceptual subdivision plat or new conceptual subdivision plans. The moratorium will expire on August 4, 2015, or upon the adoption of the revised zoning ordinance, whichever shall first occur, unless council takes further action, seconded by Councilmember Godwin. Vote: All in favor

Mayor and Council Comments

Councilmember Hayes – Thanked Cindy for her services.

Councilmember Taylor – Thanked Cindy for her services, and gave a welcome to new City Clerk Tracey Townsend. Mr. Taylor also mentioned the 4th of July celebration at Hutcheson Ferry Park.

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 – Thanked Cindy for her services and gave a welcome to new City Clerk Tracey Townsend, he also thanked Mike Morton for the layout of the zoning ordinance and gave comment that the City is operating with a balanced budget.

Councilmember Godwin – Made the statement that it was good to see all the citizens in attendance.

Councilmember Williams – Thank Cindy for her services.

Mayor Reed – Mayor Reed spoke in regards to the zip code to be used for Chattahoochee Hills being 30268. Fairburn is 30213 and that a zip code is in the works for residents in the Chattahoochee Hills area. He also gave thanks to everyone that came for the big clean up on Cochran Mill Road, with special thanks to Judy and Ernie Henderson.

Councilmember Schmidt made a motion to move to executive session to discuss personnel, seconded by Councilmember Taylor. Vote: All in favor

Councilmember Schmidt made a motion to return to regular session from executive session, seconded by Councilmember Hayes. Vote: All in favor.

Councilmember Schmidt made a motion to appoint Kyle Jones as acting City Manager, seconded by Councilmember Williams. Vote: All in favor.

City Attorney Scott Bennett administered the Oath of Office to Kyle Jones.

Adjourn Meeting

Councilmember Godwin made a motion to adjourn the meeting at 8:05 p.m., seconded by Councilmember Williams. Vote: All in favor

Approved this 5th day May, 2015.

Dana Wicher, City Clerk

Tom Reed, Mayor