

**Minutes**  
**Regular Meeting of the Mayor and Council**  
**City of Chattahoochee Hills, Georgia**  
**June 2, 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, and Richard Schmidt. John Taylor was absent. Mayor Reed declared that a quorum was present. Also present was City Attorney Rick Lindsey. Mayor Reed led the assembly in the Pledge of Allegiance.*

**Review and Approval of Agenda**

*Councilmember Schmidt 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 5, 2015

*Councilmember Hayes made a motion to approve the May 5, 2015 minutes. Councilmember Williams seconded. The motion passed unanimously.*

**Staff Reports**

IT Update: Sharon Warner on behalf of Harlan Hamlin

*Ms. Warner gave an update on the current major projects. The Comcast Fiber Optic build has a target completion date of June 20, 2015. The Microsoft Exchange email migration is scheduled the weekend of June 13, 2015, and there could be intermittent email outages during the migration. The ImageTrend platform software for the Fire Department implementation is in process and a "Train the Trainer" class is scheduled for July 15, 2015.*

Financial Update: Kyle Jones

*Mr. Jones reported that the Fiscal Year 2015 financials continue to look good. As of May 26, 2015 there is an excess of revenues of \$479,119. He also reported that the audit process was starting in June with pre-audit and that the city should not need to do short-term borrowing for the first time in the city's history.*

Fire Department Report: Greg Brett

*Chief Brett reported that May 2015 had the highest call volume in history with 41 incident calls. He continues to be satisfied with the response time in the newly annexed area. He also reported that applications for a Full-Time Firefighter/Paramedic were*

*currently being accepted and that volunteers would be taking a State certification course.*

**Public Works Report: Greg Brett on behalf of Larry Parrott**

*Chief Brett said that David Payne and Forrest Lowe have been very helpful with their knowledge of Public Works and Parks duties and that they do not get enough credit for their hard work. He reported that procedures were adapted to help manage Public Works and Parks duties. Complaints are being logged and addressed as quickly as possible. He gave an update on the Community Block Development Grant project – 21 bridges were surveyed and funding had been received for 8 bridges. He also reported that the new tractor with the front loader was delivered on May 26<sup>th</sup> and the second tractor with the side arm mower is scheduled to be delivered by June 30<sup>th</sup>. Items have been identified as surplus equipment and there will be a sealed bid opportunity with Council approval. He is working on obtaining quotes for janitorial services. There were three major projects completed at Cochran Mill Park – septic tank repair at the restroom, installation of protective posts at kiosk, and pavilion reroof.*

**Police Department Report: Matt Rook**

*Chief Rook reported that the Police Department has a new member in its K9 Unit. Ruby was trained by Universal K9's "Street Dog to Police Dog" Program and was obtained at no cost to the city. She replaces K9 Toby who has been retired due to severe arthritis. Five minutes into K9 Ruby's first shift, she alerted on a vehicle and ½ pound of marijuana, 9 grams of methamphetamine, and 66 oxycodone pills were located.*

**Community Development: Mike Morton**

*Mr. Morton stated that an update on the Comprehensive Plan was due next year. A stakeholder's group will need to be identified and public meetings will be held. The process should began in early fall. The current Comprehensive Plan identifies crossroads communities and meetings on the Rico Crossroads Community will begin later this year. Mr. Morton also stated that the newly passed Zoning Ordinance will need adjustments and he will plan on brining proposed adjustments to the Mayor and Council on a quarterly basis.*

**Public Comment**

*Marcia Lee, 6530 Rico Road, asked if a decision had been made about a Special Use Permit for Southeastern Tree Service. Mr. Morton responded that he would meet with her after the Council meeting.*

*Maribeth Wansley, 9895 Brazell Road, thanked Chief Brett for all of his work with the parks. She said that he had completed several projects and she appreciate him being so*

*proactive and responsive. She also read statements from Parks Commission members Diana Wilson and Dave Hanson, thanking Chief Brett for his work.*

### **Public Hearing**

**1. Item 15-742:** An Ordinance of the Mayor and Council of the City of Chattahoochee Hills, Georgia to Adopt the Fiscal Year 2016 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. **(Second Reading and Adoption)**

*Mayor Reed opened the Public Hearing.*

*Interim City Manager/Finance Director Kyle Jones presented the item.*

*There was no public comment.*

*Mayor Reed closed the Public Hearing.*

*Councilmember Schmidt made a motion to approve Item 15-742. Councilmember Godwin seconded.*

*After discussion between members of the Council, Councilmember Williams made a motion to approve Item 15-752 with the amendment of the Public Safety Fees for Production Events to \$65.00 per hour per Police Officer and to \$40.00 per day per Police Vehicle. Councilmember Godwin seconded. The motion passed unanimously.*

### **Discussions**

**1. Proposal for two cell towers**

*Mark Barinowski of Barinowski Investment Co., LLC gave a presentation about two potential cell tower projects. One site was located on private property on Woodruff Road but a variance would be needed in order to locate it in the desired spot. The other proposed location is in Cochran Mill Park. The request would be to lease 100 foot by 100 foot area from the city. Mayor Reed suggested that a presentation be given at the next Parks Commission meeting for their input.*

**2. City Vehicle Usage**

*Councilmember Hayes led a discussion the Personnel Policy Handbook regarding the take home vehicle policy. He stated that the current policy needs to be addressed and that only departments heads who need to be able to respond to emergencies should have take home cars.*

3. Nepotism Policy

*City Attorney Rick Lindsey asked for direction from the Mayor and Council for revising the nepotism policy in the Personnel Policy Handbook. He stated that he will put a revised policy together for the Council members to review.*

4. Hunting Lease RFP

*Chief Brett gave an overview for the schedule for the Hunting Lease RFP. The RFP would be issued on June 3, 2015 with intended date for contract award of August 4, 2015.*

*Mayor Reed stated that there were some additional discussion items to briefly mention.*

- 1. There have been complaints regarding parking on the street across from Charlie's Store and he requested a Public Hearing be held at the July 14, 2015 Council meeting in order to get public input.*
- 2. He asked City Planner Mike Morton to add a discussion regarding the Noise Ordinance to the July 14, 2015 Council Meeting agenda.*
- 3. The Atlanta Regional Commission and the Development Authority are close to having a MOU between all of the cities on South Fulton Parkway and Fulton County to work together on maintaining access on the parkway. The Development Authority is also working on a MOU on joint economic development efforts with all the cities.*
- 4. Work is being done on a MOU with Fulton County to obtain the Beaver House property which is located at the old Campbellton town square.*
- 5. Staff is working on cleaning up city hall in effort to use part of the building for a senior services program.*

**Unfinished Business**

- 1. Item 15-736:** An Ordinance to Rezone Certain Property from the AG-1 (Agricultural) District to the CUP-CHC (Community Unit Plan-Chattahoochee Hills Community) District.

*City Planner Mike Morton presented the item. Due to the adoption of the new Zoning Ordinance and the new Subdivision and Land Development Ordinance and a re-evaluation of the requirements of annexation law, staff recommends the following amendments:*

- 1. The new proposed zoning districts should be RL in lieu of AG-1 and HM-MU in lieu of CUP-CHC.*
- 2. Conditions number 2 (Open Space) and 6 (Buffers) are now redundant and should be removed.*
- 3. Condition number one should be amended to comply with state annexation law.*

*Councilmember Godwin made a motion to approve Item 15-744. Councilmember Schmidt seconded.*

*After discussion between members of the Council and staff, Councilmember Hayes made a motion to approve the amendments recommended by staff. Councilmember Williams seconded. The motion passed unanimously.*

*Mayor Reed called for a vote on the motion to approve Item 15-744. The motion passed unanimously.*

### **New Business**

- 1. Item 15-749:** Resolution No. 15-06-184, Fiscal Year 2015 Budget Adjustment  
*Interim City Manager/Finance Director Kyle Jones presented the item. Councilmember Godwin made a motion to approve Item 15-749. Councilmember Schmidt seconded. The motion passed unanimously.*
- 2. Item 15-750:** Resolution No. 15-06-185, Permit the Consumption of Beer and Wine at Hutcheson Ferry Park on July 4, 2015.  
*Councilmember Godwin presented the item. Councilmember Schmidt made a motion to approve Item 15-750. Councilmember Williams seconded. The motion passed unanimously.*

### **Mayor and Council Comments**

**Councilmember Godwin** – Thanked the staff for their hard work and said they have really stepped up to the plate.

**Councilmember Schmidt** – Said that he seconded Councilmember Godwin and thanked Chief Brett for his detailed reports.

**Councilmember Williams** – Thanked Chief Brett for the Public Works and Parks report.

**Councilmember Hayes** – Stated that he is pro-police and pro-citizens and his feelings about take home cars are not personal.

**Mayor Reed** – Said that it was good to see the Council have lively conversation about issues while still working together. He also told City Clerk Dana Wicher that he was glad to see her back at the city.

### **Executive Session**

*Councilmember Godwin made a motion to move to Executive Session to discuss personnel matters. Councilmember Hayes seconded. The motion passed unanimously.*

*Councilmember Schmidt made a motion to come out of Executive Session. Councilmember Godwin seconded. The motion passed unanimously.*

*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 Hayes made a motion to reconvene the Regular Meeting. Councilmember Godwin seconded. The motion passed unanimously.*

**Adjourn Meeting**

*Councilmember Schmidt made a motion to adjourn the meeting. Councilmember Williams seconded. The motion passed unanimously and the meeting adjourned at 8:35 p.m.*

**Approved this 14<sup>th</sup> day of July, 2015.**

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**Dana Wicher, City Clerk**

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**Tom Reed, Mayor**