

**Minutes
Regular Meeting of the Mayor and Council
City of Chattahoochee Hills, Georgia
April 10, 2018 / 6:00 p.m.**

Call to Order

Mayor Reed called the meeting to order at 6:00 p.m. Councilmembers in attendance were James Stephens, Richard Schmidt, Claire Williams, Alan Merrill, and Don Hayes. All members were present. Also present was City Attorney Rick Lindsey.

Review and Approval of Agenda

Mayor Reed requested that the agenda be amended to remove the following items:

- 1. Item 18-936, Ordinance revising the Personnel Policy Handbook to establish an incremental vacation and sick time accrual rate that increases with years of service to the city*
- 2. Item 18-943, Approval of a Second Level 2018 RTP Grant funding in an amount not to exceed \$12,500 for Engineering and Design services by Carter and Sloope, Inc.*

Councilmember Merrill made a motion to approve the agenda as amended.

Councilmember Hayes seconded. The motion passed unanimously.

Approval of Minutes

- 1. Minutes of the Regular Meeting of March 13, 2018*

Councilmember Schmidt made a motion to approve the minutes of the Regular Meeting of March 13, 2018. Councilmember Stephens seconded. The motion passed unanimously.

Public Comment

Betty Ferdinand, 10985 Hutcheson Ferry Road – spoke about the School House at Bluebird Hill sign on the residence at 10975 Hutcheson Ferry Road. She said as of June, the sign will have been installed for two years, and she asked why the sign ordinance has not been enforced.

Presentations/Proclamations

- 1. Serenbe Conservation Easements*

Doug Cloud, an environmental attorney, said he has been working with the Serenbe Institute, the Serenbe Homeowners Association, and the city to get the first conservation easements created under the city's zoning ordinances into place. These conservation easements will protect the open space in perpetuity.

Staff Reports

Financial Update: City Manager Robbie Rokovitz

Mr. Rokovitz reported the city is 75.6 percent through the fiscal year as of April 2nd.

Overall, 107 percent of revenues have been collected, including grants, donations, and

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.

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.

fund balance. Expenditures are 67 percent.

Public Works/Parks Report: City Manager Robbie Rokovitz on behalf Darold Wendlandt

Mr. Rokovitz reported the Chattahoochee Riverkeepers clean-up at Campbellton Park took place on April 7th and said there was a good turnout. Monday and Tuesday of last week, Darold Wendlandt worked long hours to work on the gravel roads before rain moved in again on Wednesday.

Fire Department Report: Greg Brett

Chief Brett reported there was a structure fire at a residence at 8300 Waterworks Road on April 2nd. Homeowners insurance costs continue to be a concern, and he has reached out to the Office of the Georgia Insurance Commissioner for insight. American Medical Response has positioned additional units in Fairburn and College Park to improve response to South Fulton County areas. American Medical Response, Grady, and AmeriMed will be presenting patient transport service proposals to Georgia EMS Region 3 Council. The department is working on a "Community Paramedic" program and hopes to have it rolled out by July 1st.

Police Department Report: Stoney Mathis

Chief Mathis introduced Officer Michelle Lam and K-9 Aris. They recently completed K-9 training. He also recognized Ken Langley for recently helping out a resident and for asking the Police Department to periodically check on the resident. The statistics for March include five investigations, 176 citations, 210 warnings, 26 parking citations, 7 arrests, 66 reports, and 140 dispatched calls.

Community Development: Mike Morton

Mr. Morton reported there were a total of 14 building permits issued in March, with one of them being for a new single-family residence. There also were two Certificates of Occupancy issued and 110 inspections completed. Upcoming special events are the Serenbe Trail Race on April 14th, VeloCity bike ride on May 5th, and May Day on May 6th. The Planning Commission will hold a Special Called Meeting on April 30th to hold two public hearings.

City Council Discussion / Work Items

1. Paving Priorities – Mayor Reed, City Manager Robbie Rokovitz

The engineer has suggested doing patchwork paving on priority roads in order to get more done with the available funds. The engineers will designate sections of road that need to be addressed. Because the projects will require RFP's, City Council will still approve any work to be done. Mayor Reed will be meeting with the Georgia Department of Transportation (GDOT) district engineer to look at the pothole on South Fulton Parkway at the Chattahoochee River bridge. He will be requesting that GDOT handle the repair since the pothole is resulting from unstable ground at the abutment.

2. Historic Commission discussion – Mayor Reed

3. Convention and Visitors Bureau update – City Manager Robbie Rokovitz

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.

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.

Mayor Reed said establishing a Historic Commission would allow the city to get grant money for items like the Beavers House and the Convention and Visitors Bureau would allow the city to spend a portion of Hotel Motel Tax funds as required by law. Mayor Reed charged the City Attorney to develop ordinances that would establish a Historic Commission and a Convention and Visitors Bureau with the least impact.

Mayor Reed requested that a Work Session be scheduled for May 1st at 4:00 p.m. Councilmember Merrill made a motion to schedule a Work Session for May 1st at 4:00 p.m. Councilmember Schmidt seconded. The motion passed unanimously.

Public Hearings

City Attorney Rick Lindsey read the rules for the public hearings.

- 1. Item 18-933:** Public Hearing and Action on an Ordinance for variances to the permitted location of accessory structures and the minimum front yard setback in the RL (Rural) District.

City Planner Mike Morton presented background information on the item. Serenbe CH Properties, LLC, owner of the Inn at Serenbe at 10950 Hutcheson Ferry Road, has requested variances to the location of accessory structures and to the regulation of setbacks to allow a swimming pool less than sixty feet from the Hutcheson Ferry Road right-of-way.

Mayor Reed opened the public hearing.

The following person spoke in favor of the item:

- 1. Garnie Nygren, 429 Selborne Way (applicant) – said the proposed location of the pool is almost not visible from the road and will commit to adding additional tree buffer. The other possible location would be against the Farmhouse building and would place it close to a porch railing, causing safety concerns.*

There was no other public comment.

Mayor Reed closed the public hearing.

City Planner Mike Morton presented the staff recommendation. The applicant has satisfied the variance criteria and he recommends approval of both variances to allow a pool thirty feet from the public right-of-way with the following conditions:

- 1. The variance applies to the proposed pool only and the buffer encroachment will not exceed that shown in the Variance Site Plan prepared by Southeastern Engineering and submitted with the application.*
- 2. The property owner will be required to maintain an effective four-season vegetative screen. Any loss of plant material that diminishes the effective screening will be followed with immediate replacement. If the loss occurs*

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.

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.

outside of the appropriate planting season, the owner will install temporary plant material until such time that a permanent planting can be successfully installed.

The Planning Commission voted unanimously to recommend approval with the recommended conditions at their March 15, 2018 meeting.

Councilmember Hayes made a motion to approve Item No. 18-933 with the conditions written into the ordinance. Councilmember Schmidt seconded. The motion passed unanimously.

2. Item 18-934: Public Hearing on an Ordinance to amend and revise Chapter 35 City of Chattahoochee Hills Zoning Ordinance and to change the Zoning Map. City Planner Mike Morton presented background information on the item. The proposed ordinance would establish an HC Historic Crossroads district and would amend the zoning designation on property located at the north corner of Highway 154 and Highway 92.

Mayor Reed opened the public hearing.

The following person spoke in favor of the item:

- 1. Michael Lober, 301 Creek Stone Ridge, Woodstock, GA – represents the potential purchaser of the property. He said the purchaser is willing to listen to public input and will work with the city and the community.*

The following person spoke in opposition to the item:

- 1. Joe Schoofs, 8130 Cochran Mill Road – spoke about the historical nature of the area and said that the property is at a gateway to the city. He said the city needs to give more time and consideration to what will go there.*

There was no other public comment.

Mayor Reed closed the public hearing.

Mayor Reed said he has heard a clear desire from the potential buyer to work with the city, but the architectural renderings that were submitted did not feel representative of the discussions between the buyer and the city.

Councilmember Hayes said he felt good about the proposed development after the last meeting with the buyer but agreed the pictures were not representative of what was discussed. He suggested tabling the item to allow the architect more time.

Councilmember Schmidt said he is not opposed to the development but would like to see better drawings that represent the vision.

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.

Councilmember Merrill said the renderings are counter to the intent of the Historic Crossroads community. He would like to defer the action until the renderings are more in sync with the conversations about what a historical looking building would look like.

Councilmember Williams said she agreed with the Planning Commission's recommendations. There should be more public input, similar to the Rico community planning process, and the city should discuss the entire intersection with the City of South Fulton since two adjacent corners are in their city. She said we were moving a little too fast.

Councilmember Stephens said he agreed with Councilmember Hayes to table the item until they submit renderings that are compliant with what the city is asking them to do.

Councilmember Hayes made a motion to table Item No. 18-934. Councilmember Stephens seconded. The motion passed unanimously.

Unfinished Business

- 1. Item 18-936:** Ordinance revising the Personnel Policy Handbook to establish an incremental vacation and sick time accrual rate that increases with years of service to the city. *Removed from agenda.*
- 2. Item 18-941:** Resolution appointing members to the Planning Commission. *Mayor Reed presented the item. He named Bob Simpson, Mark Prater, Jim Hancock, Jett Hattaway, and Patrick Johnson as Planning Commission members. Councilmember Stephens made a motion to approve Item No. 18-941. Councilmember Williams seconded. The motion passed unanimously.*
- 3. Item 18-942:** Approval of the Planning Commission meeting schedule for April 2018 – March 2019. *Councilmember Merrill made a motion to approve Item No. 18-942. Councilmember Hayes seconded. The motion passed unanimously.*

New Business

- 1. Item 18-943:** Approval of Second Level 2018 RTP Grant funding in an amount not to exceed \$12,500 for Engineering and Design services by Carter and Sloope, Inc. *Removed from agenda.*
- 2. Item 18-944:** Approval of RFP for Contract Grading Services to supplement current gravel roadway maintenance schedule. *City Manager Robbie Rokovitz presented the item. Staff recommends seeking bids for professional grading services to supplement the current gravel roadway maintenance schedule. The services would be used on an as-needed and emergency basis. He also said that the draft of the Fiscal Year 2019 budget includes an operator position, and staff will go with either hiring an operator or contract services depending on which is*

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.

filled first and works best for the city. Councilmember Schmidt made a motion to approve Item No. 18-944. Councilmember Stephens seconded. The motion passed unanimously.

Mayor and Council Comments

Councilmember Merrill praised Serenbe for the commitment to preserving 70 percent of the land. He said the conservation easements were the first done on the zoning of the city. It took a lot of hard work from many people, and he congratulated the whole city. He also said that Betty Ferdinand asked a good question during public comment – why has nothing been done to enforce the sign ordinance?

City Manager Robbi Rokovitz responded to Councilmember Merrill's question. He was informed that the tarp covering the sign had come down and was told by the property owner that the sign would be removed. He hand-delivered a notice of violation to the property owner today.

Councilmember Schmidt asked that the same be done for the two houses on Rivertown Road that have code enforcement issues.

Councilmember Hayes commented on the new meeting format and asked how work session discussion items would be handled. Mayor Reed answered that discussion items will be added to the agenda or work sessions can be scheduled.

Mayor Reed thanked Diana Wilson for her work on the 2018 RTP Grant application and for organizing the clean-up event at Campbellton Park. He also thanked Judy Henderson and Lila Rhyne for organizing the T-Ball League and encouraged everyone to attend.

Executive Session

Councilmember Schmidt made a motion to move to Executive Session to discuss legal matters and real estate matters. Councilmember Stephens seconded. The motion passed unanimously at 7:28 p.m.

Councilmember Merrill made a motion to convene the Executive Session. Councilmember Hayes seconded. The motion passed unanimously at 7:30 p.m.

Councilmember Stephens made motion to come out of Executive Session. Councilmember Merrill seconded. The motion passed unanimously at 7:48 p.m.

Councilmember Merrill made a motion to reconvene the Regular Meeting. Councilmember Hayes seconded. The motion passed unanimously at 7:50 p.m. Councilmember Williams was not present.

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.

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.

Adjourn Meeting

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

Town Hall Session (Comments included in the Minutes at the request of Mayor Reed.)

Chester Asher, Chattahoochee Hills Charter School, 9670 Rivertown Road – announced a summer “STEAM” camp being held at the school for grades kindergarten through 8th grade. There will be a three-week period focused on the arts, a three-week period focused on agriculture, and a three-week period focused on the environment. There are 50-100 slots reserved for Chattahoochee Hills residents.

Approved this 1st day of May, 2018.

Dana Wicher, City Clerk

Tom Reed, Mayor