

Minutes
Regular Meeting of the Mayor and Council
City of Chattahoochee Hills, Georgia
February 2, 2021 / 6:00 p.m.

Call to Order

Mayor Reed called the meeting to order at 6:00 p.m. Councilmembers in attendance were Ruby Foster, Richard Schmidt, Laurie Searle, Camille Lowe, and Troy Bettis. All members were present. Also present was City Attorney Rick Lindsey. The meeting was held via videoconference/teleconference for the public.

Review and Approval of Agenda

Mayor Reed called for a motion to amend the agenda as follows:

- 1. Postpone Item 20-039, Ordinance to Add a New Chapter 13, Emergency Management, to the Code of Ordinances, to the March 2, 2021 meeting.*
- 2. Postpone the American Red Cross Month Proclamation to the March 2, 2021 meeting.*

Councilmember Searle made a motion to approve the agenda as amended. Councilmember Bettis seconded. The motion passed unanimously.

Approval of Minutes

- 1. Minutes of the Regular Meeting of January 12, 2021*

Councilmember Schmidt made a motion to approve the minutes of the Regular Meeting of January 12, 2021. Councilmember Lowe seconded. The motion passed unanimously.

Presentations/Proclamations

- 1. Arbor Day Proclamation*

Mayor Reed read a proclamation declaring February 26, 2021 as Arbor Day. Community Development Director Mike Morton said the Georgia Arborist Association approached the city about planting a tree in honor of Hugh Tyer. That tree planting will be done in as part of the Arbor Day celebration on February 26th.

- 2. American Red Cross Month Proclamation Postponed to March 2, 2021.*

Public Comment

There were no public comments.

Staff Reports

Financial Update: City Manager Robbie Rokovitz

Mr. Rokovitz reported on the financials as of January 25, 2021. The city is 57% through the fiscal year. Revenues are 110% including Fund Balance and the proceeds for the capital lease. General Fund expenditures are 53%. He also reported that there is a TSPLOST project planned for this Spring. Staff will make project recommendations to the Council.

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Fire Department Report: Greg Brett

Chief Brett reported that the Automatic Aid Agreement with the City of South Fulton is finally in place. The agreement has been placed on the city's website so homeowners can access and provide it to their insurer. He also reported that the Fire Department has begun providing COVID vaccinations in a partnership with YourTown Health, the City of Palmetto, and the City of Fairburn.

Police Department Report: Jim Little

Chief Little reported the statistics for January 2021. Call volume, citations, and warnings are down, and there was one motor vehicle accident during the month. He said that he had received a voice message on his office phone over the weekend about a crime in progress and reminded everyone to call 9-1-1 in those instances. He also reported that there are three candidates in background for the two open positions.

Public Works/Parks Report: Darold Wendlandt

Mr. Wendlandt said that was nothing to report other than normal operations.

Community Development: Mike Morton

Mr. Morton reported the building permit statistics for January 2021. There were a total of 21 permits issued, with 12 of them being for single family dwellings. There will be road closures because of filming on South Fulton Parkway on February 21st and March 8th. The Rico planning process has started, and the team is currently reaching out to stakeholders. There are currently no action items for the upcoming February 11th Planning Commission meeting.

Public Hearing

1. **Item 21-005:** Public Hearing regarding the 2021 Comprehensive Plan update – the purpose of the hearing is to brief the community on the process to be used to develop the plan, opportunities for public participation in development of the plan, and to obtain input on the proposed planning process. No action will be taken.

Mayor Reed opened the Public Hearing. There was no public comment. Mayor Reed closed the Public Hearing.

Keri Stevens, Atlanta Regional Commission, gave a presentation on the Comprehensive Plan Five-Year Update process and schedule and answered questions from City Council.

Unfinished Business

1. **Item 20-039:** Ordinance to Add a New Chapter 13, Emergency Management, to the Code of Ordinances. *Postponed to the March 2, 2021 meeting.*

New Business

1. **Item 21-006:** Resolution adopting the Historic Crossroads Framework Plan.

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Community Development Director Mike Morton presented the item. The plan was done in cooperation with the City of South Fulton, the Atlanta Regional Commission (ARC), and consultant Pond and Company with a grant from the ARC. The plan considers the history of the area, the existing conditions and prior planning effort, and real estate and market conditions. The master plan framework addresses the physical development of the area and five core implementation strategies.

Mayor Reed called for a motion on Item No. 21-006. Councilmember Schmidt made a motion to approve Item No. 21-006. Councilmember Searle seconded. The motion passed unanimously.

2. Item 21-007: Resolution to adopt revisions to the Fiscal Year 2021 Budget. *City Manager Robbie Rokovitz presented the item. These are mid-year budget adjustments recognizing increases in several lines of revenue. The increases in expenditures include an increase in General Administration due to the increase in audit costs and an increase in Community Development to budget for the CDAP Grant expenditures, which are offset by the grant reimbursements.*

Mayor Reed called for a motion on Item No. 21-007. Councilmember Searle made a motion to approve Item No. 21-007. Councilmember Lowe seconded. The motion passed unanimously.

3. Item 21-008: Award a contract to DCW Construction in an amount not to exceed an estimated \$16,425 to renovate three bathrooms at city hall. *Public Works Director Darold Wendlandt presented the item. The proposed renovations are for the upper hallway unisex bathroom, the lower hallway main lobby women's restroom and the lower hallway main lobby men's restroom.*

Mayor Reed called for a motion on Item No. 21-008. Councilmember Schmidt made a motion to approve Item No. 21-008. Councilmember Bettis seconded. The motion passed unanimously.

4. Item 21-009: Award contract to LODGINGRevs in an amount not to exceed an estimated \$26,016 to provide short-term rental compliance, licensing, and tax collection solutions.

City Manager Robbie Rokovitz presented the item. Staff recommends awarding the contract in order to capture additional short-term rental revenues and to, more importantly, manage the compliance process. The total cost includes a one-time implementation cost of \$6,950 and an annual cost of \$19,068.

Mayor Reed called for a motion on Item No. 21-009. Councilmember Lowe made a motion to approve Item No. 21-009. Councilmember Searle seconded. The motion passed unanimously.

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5. **Item 21-010:** Ordinance to revise and amend Chapter 4, Alcohol Beverages, Article II to create a new license for retail package licensees and a new license for retail consumption on the premises licensees to deliver alcohol to areas located within the city.

6. **Item 21-011:** Resolution calling for a referendum to allow the citizens to vote on whether to authorize package sales of malt beverages, wine, and distilled spirits from 11:00 a.m. to 12:00 midnight and sales of malt beverages, wine and distilled spirits by the drink from 11:00 a.m. to 12:00 midnight on Sundays.

City Attorney Rick Lindsey presented the items. Item 21-010 is an ordinance that would permit establishments that are licensed to sell alcohol beverage to offer home delivery of alcohol under the state regulations. Item 21-011 is a resolution that will call for a referendum on the "Sunday Brunch Law", which would extend the sales of alcohol on Sunday from 11:00 a.m. to midnight.

Mayor Reed called for a motion on Item No. 21-010. Councilmember Schmidt made a motion to approve Item No. 21-010. Councilmember Lowe seconded. The motion passed unanimously.

Mayor Reed called for a motion on Item No. 21-011. Councilmember Schmidt made a motion to approve Item No. 21-011. Councilmember Searle seconded. The motion passed unanimously.

Mayor and Council Comments

Councilmember Lowe thanked Councilmembers Foster and Searle for their work organizing and setting up the Black History Month art display.

Councilmember Searle thanked Public Works Director Darold Wendlandt for the installation of the lighting for the artwork display on a moment's notice.

Councilmember Schmidt said everything looks good and he appreciates everyone's hard work.

Councilmember Foster thanked Councilmember Searle for her passion and her efforts helping coordinate the display and other activities. She also thanked staff for their hard work.

Councilmember Schmidt asked about the location for the upcoming Planning Retreat. City Manager Robbie Rokovitz answered that it will be held at Historic Banning Mills February 18th – 19th.

Mayor Reed said he was reminded again, as he attended the YourTown vaccination program's first day of operations this morning, just how lucky the city is to have the

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staff it has. Because of the fact that Chief Brett instigated the addition of the vaccination site in our area and has such a great relationship with the cities of Palmetto and Fairburn, our cities are now moving ahead faster than anyone else in the county on a vaccination program. This weekend, as he was out driving through the city and checking the roads, he saw Chief Little out cycling the city roads and interacting with folks in the community. He had several interactions with Public Works Director Darold Wendlandt over the last week regarding film crews that are working in the city and we are now changing how they are doing some things because of those conversations with Mr. Wendlandt. An example is the detour for the South Fulton Parkway road closure that will now reroute truck traffic completely outside of the city – keeping it off of our streets. He recently was able to observe Community Development Director Mike Morton talking with several potential developers and see how Mr. Morton fights for the vision of the city. He also said he was reminded of the glue that holds everything together, City Clerk Dana Wicher. When he is visiting other cities, he is often reminded how high we swing above our weight and how good our crew is – it’s the best in our area by far! He appreciates the staff and appreciates the Council for helping keep this good crew here. He also commented on a COVID report from Fulton County Health Department that he had received the day before. The British variant of COVID, which is much more transmissible, is now in Georgia, and he encouraged everyone to be careful, and everyone who is able to get vaccinated.

Executive Session

There was no Executive Session.

Adjourn Meeting

Councilmember Lowe made a motion to adjourn the meeting. Councilmember Searle seconded. The motion passed unanimously, and the meeting adjourned at 7:15 p.m.

Approved this 2nd day of March, 2021.

Dana Wicher, City Clerk

Tom Reed, Mayor