

**Minutes  
Regular Meeting of the Mayor and Council  
City of Chattahoochee Hills, Georgia  
March 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.*

**Review and Approval of Agenda**

*Councilmember Schmidt made a motion to approve the agenda. Councilmember Searle seconded. The motion passed unanimously.*

**Approval of Minutes**

1. Minutes of the Regular Meeting of February 2, 2021  
*Councilmember Searle made a motion to approve the minutes of the Regular Meeting of February 2, 2021. Councilmember Foster seconded. The motion passed unanimously.*

**Presentations/Proclamations**

1. American Red Cross Month Proclamation and Presentation regarding Red Cross Services  
*Mayor Reed read a proclamation declaring March 2021 as Red Cross Month. Susan Calderon, local resident and American Red Cross representative, Terry Bardour, Executive Director of the Greater Atlanta Region (via videoconference), and Chandra McElhaney, Program Manager for Disaster Services (via videoconference) were present to discuss American Red Cross services that are available to the community.*

**Public Comment**

*Renee Prince, 13015 Hamilton Road – asked if it was true that a pipeline was going in towards Serenbe and if it is something that the citizens of Chattahoochee Hills have to pay for.*

*Mayor Reed said that we do not normally do Q & A during Public Comment, but he would answer Ms. Prince's questions. Fulton County is running a sewer line in the rights-of-way down Wilkerson Mill Road and Atlanta Newnan Road. The project is being funded directly from Fulton County operating funds.*

**Staff Reports**

Financial Update: City Manager Robbie Rokovitz

*Mr. Rokovitz reported on the financials as of February 22, 2021. The city is 64.7% through the fiscal year. Revenues are 95% of the amended budget including Fund Balance and the proceeds for the capital lease. General Fund operating expenditures*

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*are 59.7%, and expenditures for all funds are 40%.*

#### Fire Department Report: Greg Brett

*Chief Brett reported the current statistics for COVID-19 in Chattahoochee Hills. The YourTown Health vaccination site is running smoothly. It is currently operating twice weekly with an average of 200 vaccinations per day. The draft of the “Disaster Preparedness and Emergency Response Plans” has been provided to Council and he is awaiting comments. The Emergency Medical Services response time is averaging 11 minutes 35 seconds, and Grady EMS’s response time is averaging 16 minutes 25 seconds. Chief Brett also gave the statistics for the department’s personnel and automatic aid response, and he reported that the ISO evaluation has been pushed out to 2022.*

#### Police Department Report: Jim Little

*Chief Little reported the statistics for February 2021. Call volume is trending upward, and the department is averaging 3.7 calls per hour. He gave an update on a case involving stolen motorcycles from a property on Cascade Palmetto Highway – one motorcycle has been recovered and a suspect arrested. Officers Ivey and French have started field training. The Bola Wraps have arrived and are being issued to officers. Sergeant Pearson has earned his Use of Force Instructor Certificate.*

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

*Mr. Wendlandt reported that the New Holland side arm tractor is out of service, so only one tractor is operational. The Arbor Day celebration on February 26<sup>th</sup> was a success. A swamp oak tree was planted at Rico Park in remembrance of Hugh Tyer. The city will be participating in a “Sweep the Hooch” event on March 27<sup>th</sup>. The lower hall restroom renovations are almost complete.*

#### Community Development: Mike Morton

*Mr. Morton reported the building permit statistics for February 2021. There were 13 single family residential permits issued and a total of 18 building permits. The schedule of meetings for the Comp Plan update should be finalized soon. South Fulton Parkway will be closed for filming on March 8<sup>th</sup>, and there will be intermittent traffic control on Hutcheson Ferry Road for filming on March 9<sup>th</sup>. Currently, the only agenda item for the upcoming Planning Commission meeting is approval of the 2021 meeting schedule.*

#### **Public Hearing**

1. **Item 21-012:** Public Hearing and Action to consider an application for a Full Pouring Alcohol Beverage License – Distilled Spirits, Wine and Malt Beverages. The name in which the license is to be issued –Gaia, LLC/Licensee – Richard Hammett, III. The location of the premises – 9445 Browns Lake Road.

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

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*City Clerk Dana Wicher presented the item. The application is for an annual full pouring license at 9445 Browns Lake Road that would apply to their equestrian events and events that have received a special event permit. The applicant was present and available to answer any questions.*

*Mayor Reed called for a motion on Item No. 21-012. Councilmember Searle made a motion to approve Item No. 21-012. Councilmember Lowe seconded. The motion passed unanimously.*

### **Unfinished Business**

*There was no unfinished business.*

### **New Business**

1. **Item 21-013:** Approval of Concept E from “Gateway Signs Concept” proposal. *City Manager Robbie Rokovitz presented the item. This is part of the next phase of the contract for Wayfinding Program Services with ASI Signage. Hotel motel funds will be used to fund the fabrication.*

*Mayor Reed called for a motion on Item No. 21-013. Councilmember Searle made a motion to approve Item No. 21-013. Councilmember Lowe seconded. The motion passed unanimously.*

2. **Item 21-014:** Approval of a Memorandum of Understanding with Community Brickworks for the provision of Community Center and Library Services. *City Attorney Rick Lindsey presented the item. The MOU is with Community Brickworks, who operate their facilities and programs in the city hall building. The MOU has been amended this year to be clearer about maintenance responsibilities and payment of utilities.*

*Mayor Reed called for a motion on Item No. 21-014. Councilmember Schmidt made a motion to approve Item No. 21-014. Councilmember Bettis seconded. The motion passed unanimously.*

### **Mayor and Council Comments**

*Councilmember Bettis said he continues to get complaints from residents about the striping on Hutcheson Ferry Road and Rico Road. He also said he appreciates the hard work that staff puts in.*

*Councilmember Lowe thanked Susan Calderon for the Red Cross services presentation and asked City Manager Robbie Rokovitz to share the information on their programs with residents.*

*Councilmember Searle thanked staff and Council for the Planning Retreat. A lot of information was covered, and everyone really worked together as a team.*

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*Councilmember Schmidt said he has had come calls from citizens regarding the charter school. He said the school is failing and he would like Principal Patrick Muhammad to let the city know what it can do to help them succeed. He asked if it was in the city's scope to be involved, and City Manger Robbie Rokovitz said it falls under the Fulton County Board of Education and their state charter. Councilmember Schmidt also thanked Susan Calderon for her presentation and said he would like to see a blood drive in the city. Ms. Calderon said there are current restrictions due to COVID-19 but she would be happy to work with the city.*

*Councilmember Foster thanked everyone who participated in the Black History Month exhibit at city hall. She also thanked the Police Department for the opportunity to test the new Bola Wrap device. She announced that March is National Women's month, and she thanked everyone for their support of the community outreach programs.*

*Mayor Reed thanked everyone who came out to the Arbor Day celebration. The fact that Hugh Tyer's family and so many members of the Georgia Arborists Association were there reminded him what a quiet force for good Hugh Tyer was in this community. He also thanked everyone for their time and attention during the retreat. There is a lot of output from the retreat that will start feeding into the next work session. We are also rolling into our budget process and will be prioritizing and pushing forward some items. He thanked Susan Calderon for coming out and said he was looking forward to the opportunity to hold a blood drive here again.*

### **Executive Session**

*There was no Executive Session.*

### **Adjourn Meeting**

*Councilmember Schmidt made a motion to adjourn the meeting. Councilmember Foster seconded. The motion passed unanimously, and the meeting adjourned at 7:12 p.m.*

**Approved this 6<sup>th</sup> day of April, 2021.**

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**Dana Wicher, City Clerk**

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**Tom Reed, Mayor**