

**Minutes
Regular Meeting of the Mayor and Council
City of Chattahoochee Hills, Georgia
June 1, 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, Laurie Searle, Camille Lowe, and Troy Bettis. Councilmember Richard Schmidt was absent. Also present was City Attorney Rick Lindsey.

Review and Approval of Agenda

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

Approval of Minutes

1. Minutes of the Regular Meeting of May 4, 2021
Councilmember Lowe made a motion to approve the minutes of the Regular Meeting of May 4, 2021. Councilmember Bettis seconded. The motion passed unanimously.

Presentations/Proclamations

1. Presentation recognizing Bob Simpson for his service to the city.
Mayor Reed presented Bob Simpson with a key to the city in recognition of his service to the city. Among his many volunteer efforts, Mr. Simpson served on the organizing committee, was the first city manager, and served on the Planning Commission.

Public Comment

There were no public comments.

Staff Reports

Financial Update: City Manager Robbie Rokovitz

Mr. Rokovitz reported on the financials as of updated financials as of May 31, 2021. The city is 91.5% through the fiscal year. Revenues have come in higher than projected because of conservative budgeting due to the uncertainties of COVID-19. Revenues are 113% including all funds, and expenditures are at about 60% for all funds.

Fire Department Report: Greg Brett

Chief Brett spoke about a fatality accident that occurred on South Fulton Parkway on Memorial Day. He reported the statistics for motor vehicle accidents occurring on South Fulton Parkway for the last 3 years. The Police department reported 56 motor vehicle accidents, the Fire department reported 18 motor vehicle incidents requiring EMS, and there were 7 deaths. He also reported on the activities of the department. They are currently doing hydrant service, and the department responded to a woods fire last week. There is a bill on the Governor's desk that would eliminate the

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requirement for anyone to have to go to Georgia Forestry Division to file a burn permit unless it is a large acreage burn. He also said hurricane season has started, so it is a good time to sign up for the Chatt Hills alerts.

Police Department Report: Jim Little

Chief Little reported that he recently hired Officer Cody Carter, so the department is now at full staff. Officer Ivey should complete her training by the end of the month. The Georgia Office of Highway Safety “100 Days of Summer Heat” started yesterday and runs through August. The department will be targeting aggressive driving. Lieutenant Digou has been working on the state accreditation requirements, and all the department’s policies now meet state standards. The next stage of accreditation is to prove that they are complying with the policies.

Public Works/Parks Report: Darold Wendlandt

Mr. Wendlandt reported that the tractors have been received and the right-of-way crew is making a pass through the city. The department has also been cleaning out culverts and ditches, and the grading crew has been making a pass on the gravel roads.

Community Development: Mike Morton

Community Development Director Mike Morton reported there were a total of 8 building permits issues in May 2021, with 3 of them being for residential single-family dwellings. There also were 194 inspections conducted for the month. He will be scheduling an in-person Comprehensive Plan public meeting in the next couple weeks. The next Planning Commission meeting is June 10th. The only item for the agenda is a preliminary plat for the proposed rezoning that is on today’s Council agenda.

Public Hearing

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

Mayor Reed said Items 21-031 and 21-032 will be presented together.

- Item 21-031:** Public Hearing and Action on an Ordinance to Amend the Official Zoning Map to rezone 44.8 acres from the RL (Rural) District to the HM-MU (Mixed-Used Hamlet) District – rezoning request from Serenbe CH Properties, LLC for property located on Selborne Lane, South of the Inn at Serenbe.
- Item 21-032:** Public Hearing and Action on an Ordinance for a Variance to the Required Zoning District Buffer – variance request from Serenbe CH Properties, LLC to reduce the required district buffer to 60 feet for property located on Selborne Lane, South of the Inn at Serenbe.

Community Development Director Mike Morton presented the items. Steve Nygren of Serenbe CH Properties, LLC has requested a rezoning of 44.8 acres to rezone the Serenbe hamlet. There was a minor revision to the site plan, and the new plan was distributed at the work session. The plans shows 5 lots on property bordered by the

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existing Serenbe hamlet and a couple of large residential lots. One of the lots only 100 feet from the property line, so the applicant has also applied for a variance to the required 150-foot buffer. Staff recommends approval for the rezoning with conditions, and the Planning Commission voted 5-0 to recommend approval with conditions. Mr. Morton recommend that condition no. 2 be changed to the site plan dated May 27, 2021. Staff recommends approval of the variance with conditions, and the Planning Commission voted 5-0 to recommend approval with conditions.

Mayor Reed opened the public hearing. There was no public comment. Mayor Reed closed the public hearing.

Mayor Reed called for a motion on Item No. 21-031 and Item No. 21-032. Councilmember Searle made a motion to approve Item No. 21-031 and Item No. 21-032 with the conditions, with the change of rezoning condition no. 2 to the site plan dated May 27, 2021 and the number of lots changed to five. Councilmember Lowe seconded. The motion passed unanimously.

- 3. Item 21-033:** Public Hearing on an Ordinance to Adopt the Fiscal Year 2022 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. *No action will be taken.*

City Manager Robbie Rokovitz presented the item. The General Fund is budgeted at a little over \$3.6 million. Some of the other funds include Debt Service budgeted at \$241,000 and Grants, which includes \$500,000 of American Recovery Acts funds, budgeted at \$783,000. The proposed budget allocates \$808,846 in reserves.

Mayor Reed opened the public hearing. There was no public comment. Mayor Reed closed the public hearing.

No action was taken.

Unfinished Business

There was no Unfinished Business.

New Business

- 1. Item 21-034:** Approval of a Concept Plan for the 44.8-acre expansion of the HM-MU (Mixed-Use Hamlet) District – property located on Selborne Lane, South of the Inn at Serenbe.

Community Development Director Mike Morton presented the item. The plan proposes 5 residential lots. The Concept Plan is the first step in the development approval process, and the next step is the preliminary plat. Staff recommends approval, and the Planning Commission voted 5-0 to recommend approval.

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Mayor Reed called for a motion on Item 21-034. Councilmember Lowe made a motion to approve Item No. 21-034. Councilmember Searle seconded. The motion passed unanimously.

2. Item 21-035: Approval of a revision to a previously approved Concept Plan for 15 acres of HM-MU (Mixed-Use Hamlet) District – the property is an extension of Serenbe Lane located north of Cedar Creek and south of Mado.

Community Development Director Mike Morton presented the item. The applicant is requesting a revision to the Concept plan approved by City Council in 2018. The proposed plan shows 40 lots where the 2018 plan showed 22 and it proposes an additional 12 lots. There is sufficient residential entitlement and open space. Staff recommends approval, and the Planning Commission voted 5-0 to recommend approval.

Mayor Reed called for a motion on Item 21-035. Councilmember Searle made a motion to approve Item No. 21-035. Councilmember Lowe seconded. The motion passed unanimously.

3. Item 21-036: Ordinance to Adopt an Amended Bond and Fine Schedule – proposed fines for violations of the short-term rental ordinance.

Mayor Reed presented the item. The proposed fines are for violations to the short-term rental ordinance that passed at the May 2021 City Council meeting. The fines are \$1,000 for operating without a permit and \$500 per day/per person for violation of short-term rental permit conditions.

Mayor Reed called for a motion on Item No. 21-036. Councilmember Foster made a motion to approve Item No. 21-036. Councilmember Lowe seconded. The motion passed unanimously.

Mayor and Council Comments

Councilmember Lowe thanked Councilmember Foster for organizing the community picnic.

Councilmember Searle thanked everyone who turned out to the picnic. She also said the Cedar Grove Music group will start meeting at city hall in July.

Councilmember Foster thanked staff, Ken Langley, Amber Lightsey, Elaine Bryant, Councilmember Searle, Councilmember Lowe, and Mayor Reed for their help and support with community picnic. She also said she is working on getting quotes for the flooring and wall painting for the city hall art exhibit hall.

Mayor Reed thanked Councilmember Foster for her hard work organizing the Community Picnic and for taking the lead in community outreach programs. He also

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took a moment to call out Community Development Director Mike Morton. Mr. Morton came to the city right out of planning school as a second career. The city is lucky to have Mr. Morton here. He knows our zoning inside out, and he is incredibly hard working. Mayor Reed also said people are starting to get back into traveling, and he encouraged everyone to be careful.

Executive Session

There was no Executive Session.

Adjourn Meeting

Councilmember Searle made a motion to adjourn the meeting. Councilmember Bettis seconded. The motion passed unanimously, and the meeting adjourned at 7:05 p.m.

Approved this 6th day of July, 2021.

Dana Wicher, City Clerk

Tom Reed, Mayor