

**Minutes**  
**Regular Meeting of the Mayor and Council**  
**City of Chattahoochee Hills, Georgia**  
**December 3, 2020 / 6:00 p.m.**

**Call to Order**

*Mayor Reed called the meeting to order at 6:05 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**

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

- 1. Add Item No. 20-051, Approval of capital purchase of Pro Force Blower for Public Works Department.*
- 2. Table Item No. 20-039, Ordinance to Add a New Chapter 13, Emergency Management, to the Code of Ordinances.*

*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 November 10, 2020*

*Councilmember Bettis made a motion to approve the minutes of the Regular Meeting of November 10, 2020. Councilmember Lowe seconded. The motion passed unanimously.*

**Presentations/Proclamations**

*There were no presentations or proclamations.*

**Public Comment**

*Renee Prince, 13015 Hamilton Road – said she had questions about activities taking place at 7770 Jones Ferry Road. She asked if the property was in the CUVA program and if the grading that had been done on the property had been permitted. She also is concerned about the location of the helicopter pad that had been built and asked if there was zoning that regulated helicopter activity. There also is a gravel road that was built in the flood plain by the creek, and she expressed concerns about how it may affect the creek and neighboring properties.*

*Mayor Reed asked Community Development Director Mike Morton to address Ms. Prince's questions during his staff report.*

**Staff Reports**

**Financial Update: City Manager Robbie Rokovitz**

*Mr. Rokovitz reported on the updated financials as of November 30, 2020. The city is*

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*42% through the fiscal year. Property tax collections are at 87.8% and total revenue including fund balance is 83.9% and General Fund expenditures are 38.5%.*

**Fire Department Report: Greg Brett**

*Chief Brett introduced C-Shift Fire Personnel present at the meeting – Lieutenant Thanh Nguyen, Paramedic/Firefighter/Training Coordinator Josh Whitley, Fire Marshal/Paramedic/Firefighter Pat McCarragher, and Part-Time Paramedic/Firefighter Sam Anglin. He also reported that Tanker 51’s “legs were stretched” for first time when the department responded to a request by the City of South Fulton for extra water support on a structure fire the previous night. Fulton County’s radio tower project is now in the Request for Proposals phase and construction is anticipated to begin in 2021. Chief Brett said the conversation regarding ambulance response times is really beginning to escalate and the City of Atlanta has recently discussed establishing their own transport program.*

**Police Department Report: Jim Little**

*Chief Little reported that call volume and motor vehicle accidents were down in November. Parking citations were also down. Two investigations, one involving dumping deer carcasses in Serenbe and one poaching case, have been handed over to the Department of Natural Resources.*

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

*Mr. Wendlandt said Campbellton Park boat ramp opened in November. He also reported that the bathrooms at Cochran Mill Park and Rico Park are closed during cold weather and freezing temps in order to keep the pipes from bursting. Right-of-way crews have been working on Hutcheson Ferry Road and Phillips Road. Staff also has recently been working on “housekeeping” tasks on the public works yard.*

**Community Development: Mike Morton**

*Mr. Morton reported there were 9 single-family dwelling building permits issued in November. There also were 2 new commercial permits issued for live-work buildings in Serenbe. There are no agenda items for the December Planning Commission meeting. He also responded to Renee Prince’s questions from Public Comment. The CUVA program is administered by the Tax Assessor’s office, so he does not know if the property is currently in the CUVA program. He also said there are no regulations regarding personal use of helicopters in the zoning ordinance. He asked Public Works Director Darold Wendlandt to answer the question about the water quality issues regarding the grading being done on the property. Mr. Wendlandt said he spoke with the property owner and addressed some issues on the property. He was told by the property owner that the grading that appears to be for a helicopter pad is actually the site for a future barn. He told the property owner to contact the EPD (Environmental Protection Division) about the work on the pond because the city does not regulate that work. Other grading work appears to be within the limits of what is allowed by the city.*

## **Public Hearing**

*There were no public hearings.*

## **Unfinished Business**

1. **Item 20-039:** Ordinance to add a New Chapter 13, Emergency Management, to the Code of Ordinances. *Tabled. No action was taken.*

## **New Business**

1. **Item 20-046:** Resolution Appointing Chief Judge of the Municipal Court. *The resolution reappoints Russell Ross, Jr. to a four-year term commencing on January 1, 2021 and expiring on December 31, 2024.*

*Mayor Reed called for a motion on Item No. 20-046. Councilmember Searle made a motion to approve Item No. 20-046. Councilmember Foster seconded. The motion passed unanimously.*

2. **Item 20-047:** Resolution Appointing Judge Pro Tempore of the Municipal Court. *The resolution reappoints Bettina Brown to a four-year term commencing on January 1, 2021 and expiring on December 31, 2024.*

*Mayor Reed called for a motion on Item No. 20-047. Councilmember Lowe made a motion to approve Item No. 20-047. Councilmember Bettis seconded. The motion passed unanimously.*

3. **Item 20-048:** Ordinance to amend Parking Fines in Chapter 20, Parks and Recreation, Article III, Parking at Cochran Mill Park and Hutcheson Ferry Park, Section 20-57, Enforcement and for Other Purposes. *The proposed ordinance reduces the parking citation fine from \$50 to \$25.*

*Mayor Reed called for a motion on Item No. 20-048. Councilmember Foster made a motion to approve Item No. 20-048. Councilmember Lowe seconded. The motion passed unanimously.*

4. **Item 20-049:** Approval of Development of Local Comprehensive Plan Agreement with the Atlanta Regional Commission. *Under the agreement, the Atlanta Regional Commission would complete the process for the required update to the Comprehensive Plan at no cost.*

*Mayor Reed called for a motion on Item No. 20-049. Councilmember Searle made a motion to approve Item No. 20-049. Councilmember Bettis seconded. The motion passed unanimously.*

5. **Item 20-050:** Blues and Jazz event at Bouckaert Farm – request for Noise Ordinance extension until 1:00 a.m. on New Year’s Eve.

*Staff was contacted by an event organizer regarding a proposed music event at Bouckaert Farm on New Year’s Eve. Approval of the item would allow the event to go beyond the 11:00 p.m. cutoff under the noise ordinance.*

*Mayor Reed called for a motion on Item No. 20-050. Councilmember Lowe made a motion to approve Item No. 20-050. Councilmember Searle seconded. The motion passed unanimously.*

6. **Item 20-051:** Approval of capital purchase of Pro Force Blower for Public Works Department.

*Mayor Reed called for a motion on Item No. 20-051. Councilmember Searle made a motion to approve Item No. 20-051. Councilmember Foster seconded. The motion passed unanimously.*

### **Mayor and Council Comments**

*Councilmember Foster thanked the volunteers who helped with decorating city hall and reminded everyone of the community coat drive and toy giveaway on December 19<sup>th</sup>.*

*Councilmember Searle thanked Community Brickworks for their work giving out food baskets at Thanksgiving. She said they received a call after their work was done at 5:30 p.m. from a family in need that did not have transportation to pick up the food basket. One of the volunteers delivered the food to the family. Councilmember Searle said that was such a special thing to do and it is an example of what the Community Brickworks volunteers do.*

*Councilmember Lowe said she attended the Historic Commission’s recent tour of city owned historic properties. She looks forward to their interpretation of the city’s historic sites and their collaboration with the Council in the future. She also acknowledged Councilmember Searle’s work on the city’s historic properties.*

*Councilmember Bettis wished everyone a Merry Christmas.*

*Mayor Reed wished everyone a Merry Christmas and Happy New Year.*

### **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 6:55 p.m.*

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**Approved this 12<sup>th</sup> day of January, 2021.**

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**Dana Wicher, City Clerk**

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**Tom Reed, Mayor**

*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.*