

Agenda
Workshop Meeting of the Mayor and Council
City of Chattahoochee Hills, Georgia
April 1, 2014
5:30 PM

- 1. Review Agenda for 7:00 p.m. Meeting: City Manager**
- 2. Financial Update: Kyle Jones**
- 3. Discuss Police Department Vehicle Procurement Program**
- 4. Fire Department First Month Progress Report**
- 5. Discuss Appointments to Parks Commission and Planning Commission**
- 6. Our Town Update: John Graham**
- 7. Present Updated Draft of Zoning Ordinance: Mike Morton**
- 8. Incident Report for Hutcheson Ferry Road: Matt Rook, Greg Brett**
- 9. Capps Ferry Road Dumping: Larry Parrott**
- 10. Annexation Update: Mayor Reed**

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City of Chattahoochee Hills, GA
 Fiscal Year 2014 - General Fund
 Budget to Actual as of March 21, 2014 - 72.3% of Year Lapsed

Revenues:	FY 2014 Adjusted Budget March 4, 2014	Actuals March 21, 2014	
Property Taxes	900,000	989,929	
L.O.S.T.	540,000	376,183	
Intangible Tax	10,000	8,749	
Motor Vehicle Tax	55,000	71,441	
Real Estate Transfer Tax	2,500	3,877	
Business & Occupation Tax	15,000	7,939	
Insurance Premium Tax	110,000	122,667	
Alcohol Beverage Tax	5,000	5,678	
Franchise Fees	100,000	96,525	
Licenses & Permits	25,000	40,458	
Charges for Service	30,000	19,106	
Charges for Service (Parking Fees)	-	12,690	
Charges for Service (Hunting Lease)	-	15,000	
Intergovernmental (Conservation)	50,000	139,110	
Intergovernmental (LMIG Grant)	88,014	88,015	
Fines & Forfeitures	120,000	92,891	
Contributions & Donations	-	330	
Interest	446	562	
Insurance Proceeds (Playground)	42,649	42,650	
Other Revenues	-	5,330	
Subtotal:	\$ 2,093,609	\$ 2,139,128	
Other Financing Sources:			
Hotel/Motel Tax	20,000	16,522	
Subtotal Other Financing Sources:	20,000	16,522	
Total Operating Revenue:	\$ 2,113,609	\$ 2,155,650	
Expenditures:			% of Budget Spent
Mayor & Council	41,935	26,829	64.0%
City Manager	60,000	41,981	70.0%
City Clerk	44,455	31,436	70.7%
General Administration	101,184	71,021	70.2%
IT	32,995	18,290	55.4%
Community Development	49,520	40,544	81.9%
Municipal Court	63,157	35,190	55.7%
Police	472,865	368,594	77.9%
Fire	495,188	346,577	70.0%
Public Works	407,024	306,395	75.3%
Engineering	-	-	
Parks & Recreation	99,131	80,422	81.1%
Non-Departmental Insurance	131,753	98,545	74.8%
Contingency - Reserved Fund Balance	49,554	-	
Subtotal:	\$ 2,048,761	\$ 1,465,824	71.5%
Other Financing Uses:			
Interest - TAN	17,016	16,828	
Interest - Capital Lease	3,444	3,444	
Interest - Line of Credit	8,000	-	
Capital Lease Payment	36,388	36,388	
I/F Transfer to Operating Grants Fund	-	-	
I/F Transfer to Capital Grants Fund	-	-	
I/F Transfer to Capital Project Fund	-	-	
Subtotal Other Financing Uses:	64,848	56,660	
Total Expenditures	\$ 2,113,609	\$ 1,522,484	72.0%
Revenues in Excess of Expenditures	\$ -	\$ 633,167	

	Cash Flow	
February 28, 2014 (Actual)	\$	1,026,503
March 31, 2014 (Projected)	\$	980,037
April 30, 2014 (Projected)	\$	924,137

Parking Pass Statement of Revenue and Expenditures
7/01/13 - 3/11/14

Revenue		
Annual Parking Passes (Non-Residents)		\$ 2,575.00
Parking Pass Donations (Residents)		330.00
Daily Parking		9,028.57
Total Revenue		\$ 11,933.57
Expenditures		\$ 2,583.78
Available Funds		\$ 9,349.79
Expenditure Detail		
Month Approved	Description	
August	Parking Payment Envelopes	\$ 492.00
September	Combination Cable Locks	44.76
September	Outdoor Literature Box	23.74
September	Postage Stamps	139.00
September	Sign - City Residents Not Displaying Parking Permit	82.80
October	Parking Pass Renewal Banner	72.86
October	Parking Decals	334.42
October	Maps (100 Copies)	11.30
February	Maps (500 Copies)	62.00
February	Cochran Mill Park (Kiosk Rock Patio)	114.47
February	Cochran Mill Park (Kiosk Rock Patio)	779.13
February	Cochran Mill Park (Kiosk Rock Patio)	31.76
February	Rico Park Tables (Lumber)	331.12
February	Rico Park Tables (Lumber)	42.72
February	Rico Park Tables (Lumber)	21.70
Total Expenditures		\$ 2,583.78

Agenda
Regular Meeting of the Mayor and Council
City of Chattahoochee Hills, Georgia
April 1, 2014
7:00 pm

Call to Order

Approval of Agenda

Approval of Minutes

1. Minutes of the Regular Meeting of March 4, 2014

Presentations

1. Kel Johnson Proclamation

Public Hearing (None scheduled)

Unfinished Business (None scheduled)

New Business

1. **Item 14-661:** Ordinance No. 14-04-118: An Ordinance to amend the Chattahoochee Hills Zoning Ordinance, so as to revise Article 28 regarding the notification requirements of changes to the zoning map and changes to the text of the zoning ordinance; and for other purposes. (1st read)

Public Comments

Mayor and Council Comments

Staff Reports

Executive Session

1. Discuss Potential Litigation

Adjourn Meeting

Minutes
Regular Meeting of the Mayor and Council
City of Chattahoochee Hills, Georgia
March 4, 2014
7:00 pm

Call to Order

Mayor Reed called the meeting to order at 7:00 p.m. Councilmembers present were Don Hayes, Faye Godwin, Richard Schmidt, John Taylor and Claire Williams. Mayor Reed declared that a quorum was present. Also present was the City Attorney Mr. Lindsey. Mayor Reed led the assembly in the Pledge of Allegiance.

Administer Oath of Office to Elected Officials *(deleted from agenda)*

Approval of Agenda

A motion was made by Ms. Godwin, seconded by Mr. Taylor, and unanimously adopted to approve the amended agenda for the meeting omitting Administer Oath of Office to Elected Officials and the Kel Johnson Proclamation.

Approval of Minutes

1. Minutes of the Regular Meeting of February 4, 2014
A motion was made by Mr. Schmidt to approve the minutes from the regular meeting of February 4, 2014 and Ms. Godwin seconded. The motion passed unanimously.

Presentations

1. Ronnie Lyle Proclamation
Mayor Reed called Chief Lyle forward and read the proclamation thanking him for his years of service as Chief with the Chattahoochee Hills Fire Department and wished him well in his retirement.
2. Kel Johnson Proclamation *(deleted from agenda)*

Public Hearing (None scheduled)

Unfinished Business (None scheduled)

New Business

1. **Item 14-660:** Budget Adjustments to eliminate the capital fund and capital grant fund and recognize those transactions in the general fund, and to recognize the revenue and expenditures of the parks playground equipment.

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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.

A motion was made by Mr. Taylor to approve Item 14-660, and seconded by Ms. Williams. The motion passed unanimously.

Public Comments

None

Mayor and Council Comments

Mr. Taylor reported on the Arbor Day Celebration. He reminded the Council of the July 4th Celebration at Hutcheson Ferry Park which is beginning to be planned. Mr. Taylor wished retiring Fire Chief Ronnie Lyle well and thanked him for his service.

Ms. Godwin thanked Chief Lyle for his devotion and hard work, and congratulated Chief Greg Brett on his new position.

Ms. Williams thanked Chief Lyle for his service.

Mr. Hayes thanked Chief Lyle for his service.

Mr. Schmidt thanked Chief Lyle for his service and welcomed Chief Brett.

Mayor Reed expressed thanks to an anonymous person who helped assure that the financing for the charter school came through.

Staff Reports

Chief Rook thanked Chief Lyle for his service and welcomed Chief Brett. He also thanked those that worked during the ice storm. Chief Rook reported that the dedication of the Mike Vogt Memorial Scenic By-Way went very well.

Chief Brett expressed how honored he was to hold this position and that he looked forward to being a part of the City. He thanked Chief Lyle for his years of service.

Kyle Jones thanked Maribeth and Ted Wansley for all of the work they are doing at Cochran Mill Park.

Mayor Reed thanked the staff that worked during the ice storm including the Public Works Department, Police Department and Fire Department. Many staff members stayed overnight at City Hall in order to be on call.

Adjourn Meeting

Ms. Godwin made a motion to adjourn and Mr. Schmidt seconded. The motion passed unanimously and the meeting adjourned at 7:15 pm.

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Approved this ____ day of _____, 2014.

Cynthia Hanson, City Clerk

Tom Reed, Mayor

(Seal)

DATA

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**AN ORDINANCE TO AMEND THE CHATTAHOOCHEE HILLS
ZONING ORDINANCE, SO AS TO REVISE ARTICLE 28 REGARDING
THE NOTIFICATION REQUIREMENTS OF CHANGES TO THE
ZONING MAP AND CHANGES TO THE TEXT OF THE ZONING
ORDINANCE; AND FOR OTHER PURPOSES.**

WHEREAS, the Chattahoochee Hills Zoning Ordinance regulates standards and procedures for the modification of the zoning regulations; and

WHEREAS, the Chattahoochee Hills City Council updates zoning regulations for the use of property as well as standards and criteria related thereto throughout the City of Chattahoochee Hills consistent with the Comprehensive Plan; and

WHEREAS, the Chattahoochee Hills City Council find there is a need to clarify, update and strengthen the zoning regulations and criteria in order to adequately protect and further the public health, safety and welfare; and

WHEREAS, the Chattahoochee Hills City Council find the need to initiate changes to the Zoning Map and to the text of the Zoning Ordinance in an efficient manner; and

WHEREAS, the following regulations will address these issues and further the public health, safety and welfare;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHATTAHOOCHEE HILLS HEREBY ORDAINS that:

Section 1: Subsection (b) of Section 28.3 (Public Hearing and Notice Requirements) of Article 28 of the City of Chattahoochee Hills Zoning Ordinance is hereby amended so as to delete said paragraphs in their entirety and substitute in lieu thereof the following:

(b) If Chattahoochee Hills initiates a complete revision of a substantial portion of the zoning code or the zoning districts or if Chattahoochee Hills initiates a request for a rezoning on more than six tracts of land to be heard and considered at the same time, then the Department shall give notice by regular mail to all property owners, as they appear on the tax records of Chattahoochee Hills as retrieved by the County's Geographic Information System, whose property lies within the city limits of Chattahoochee Hills.

The published and mailed notices shall contain the time, place, and purpose of the hearing, a statement that the hearing concerns revisions of a substantial portion of the zoning code or zoning districts, and where to access a map showing the proposed zoning. Mailed notices shall also contain the address and parcel ID of the parcel owned by the recipient.

Section 2: All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 3: This Ordinance shall become effective upon adoption.

ORDAINED this the ____ day of _____, 2014.

Tom Reed, Mayor

Attest:

Cindy Hanson, City Clerk

(Seal)