

Mayor and Council

700 Doug Davis Drive  
Hapeville, GA 30354

January 5, 2016

Agenda  
6:00PM

1. Call To Order

2. Roll Call

Mayor Alan Hallman  
Alderman at Large Ann Ray  
Councilman at Large Michael Randman  
Councilman Ward I Joshua Powell  
Councilman Ward II Diane Dimmick

3. Welcome

4. Informal Discussion Of Agenda Items

5. Old Business

6. New Business

6.I. Discussion Of Proposed Budget Calendar

Summary and Background:

Attached you will a first draft copy of the proposed Budget Calendar for FY16/17. I would like to walk Council through the proposed adjustments to the budget development process being considered for next Fiscal Year.

Please feel free to contact me should you have any questions or comments.

Documents: [BUDGET CALENDAR.PDF](#)

6.II. Discussion Of Council Goals Retreat - Planning Schedule

Summary and Background:

The City Manager has been talking with Council Members about the need for a comprehensive Council planning retreat. Staff would welcome an open discussion about the timing/length and format of a Council strategic planning retreat.

Please contact the City Manager if you have any specific comments or thoughts.

6.III. Discussion Of Board Appointments

Summary and Background:

Per the City Charter; Council may appoint and remove various Board members as needed.

Attached is a list of Board appointments and their terms. Staff requests Council review and decisions on membership soon. This will help facilitate the flow of business in the City that is addressed by the various citizen boards.

Should you have any questions, please touch base with the City Clerk or City Manager.

7. Update By Department
  - City Manager
  - Recreation
  - Economic Development
  - Planning & Zoning Consultant
  - Fire
  - City Clerk
  - Finance
  - Community Services
  - Police
  - Legal
  - Economic Development Consultant
8. Public Comments
9. Adjourn

Public involvement and citizen engagement is welcome as Hapeville operates a very open, accessible and transparent government. We do however remind our attendees/residents that there are times allocated for public comments on the agenda. In order for council to conduct their necessary business at each meeting, we respectfully ask that side-bar conversations and comments be reserved for the appropriate time during the meeting. This will allow the City Council to conduct the business at hand and afford our meeting attendees ample time for comments at the appropriate time during the meeting.

			BUDGET CALENDAR_FISCAL 2017
22-Jan-16			City Manager to ISSUE DEPT. BUDGET GUIDANCE MEMO
8-Feb-16	Prepare		<i>Prepare necessary schedules-- debt, fringe benefits, etc schedules-- debt, fringe benefits, etc to be used in Incode budget preparation worksheets</i>
15-Feb-16	Revise		<i>Revise accounts and balances in Incode</i>
15-Feb-16	Draft		<i>Prepare revenue Analysis</i>
29-Feb-16	Set-Up		Format / SET UP <u>Budget Prep Worksheets</u> on InCode Software
			Incorporate schedules
14-Mar-16	Distribute		Distribute <u>Budget Preparation Worksheets</u> & instructions to Directors to collect Budgetary Operating and Capital Data
14-Mar-16	Distribute		Distribute <u>Personnel Services Worksheets</u> and to Directors to proof
22-Apr-16	Return		Return Preliminary <u>Budget Worksheets</u> to Finance Director
			Include <u>Goals and Objectives to City Manager</u>
25-Apr-16	Upload		Load Updated Departments <u>Budget Worksheets</u> to Incode
16-May-16	Analyze		Finish Revenue analysis and load estimates (Dept's [proof])
			Load to Budget Worksheet (Incode)
16-May-16	Load		<u>Load Final Budget Preparation and Personnel/Benefit costs data</u>
16-May-15	DRAFT		Draft <u>Summary Budget (Excel) Worksheets</u>
			Presentation file with Dollars, charts, Graphs
11-Apr 16	?	<i>Chalkboard</i>	<i>Citizens- Chalkboard.....Budget Input</i>
16-May-16	Prepare		Departments prepare justification/presentation for Council Hearings
			prepare justification/presentation for Council Hearings
24 May 16	Council		Council First Look/General Discussion Workshop
31-May-15	Council		<u>Preliminary Budget Presentation to City Council</u>
7-June-16	Hearing		Budget Hearing---First Reading of Ordinance
21-June-16	Hearing		Budget Hearing---Second and Final Reading of Ordinance
26-June-16			GMA Conference- 6/26—6/30

# City of Hapeville 2016 Appointments

## Mayor and Council Appointments

<b>City Attorney</b>	Fincher Denmark Williams & Minnifield	(Annual)
<b>City Clerk</b>	Jennifer Elkins	(Annual)
<b>City Manager</b>	William R. Whitson	(Annual)
<b>City Recorder</b>	Monica Ewing	(Annual)
<b>Asst. City Recorder</b>	Ron Freeman Russell Ross	(Annual)

<b>City's Legal Organ</b>	Fulton Daily Reporter South Fulton Neighbor News	(Annual)
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<b>Official Publication</b>	Fulton Dailey Reporter South Fulton Neighbor News	(Annual) (Annual)
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## Board Appointments

## Appointment Date

### Alcohol Review Board

Post 1 – George Rogan	(1yr term)	12-31-15	2/19/13	12-2011/12-2010/12-2009/ 12-2013/2014
Post 2 – Mike Simpson	(2 yr term)	12-31-15		12-2013/12-2011/09-2009/12-2009
Post 3 – Josef Winkler	(3 yr term)	12-31-15		02/19/13 -12-2009
Post 4 - David Maddox	(4 yr term)	12-31-15		12/2011/06-2006
Post 5 – Tania Wismer	(3 yr term)	12-31-15		02/19/13

### Appeals Board/Housing Board of Adjustments and Appeal - 3 year terms

Larry Martin	12-31-16	12-2013/12-2010/03-2008
Billy Slocumb	12-31-16	12-2013/12-2010/03-2008
Kelly French	12-31-17	12-2011/02-03-09/2014
Jan Bolien	12-31-16	12/2013/12/2010/03-2008
Gabrial Cojocarescu	12-31-15	02/19/13 -12-31-09
Zack Allen	12-31-15	02-19-2013
Mike Simpson	12-31-2017	02-2015

### Clean & Beautiful Committee - Standing Committee

Alan Hallman  
Helen Kellogg  
Julie Melancon  
Shurleen Dorough  
Jeanne Rast  
Linda Murray  
Bill Kisvosky

### Design Review Committee - Standing Committee

Post 1 - Jonathan Love	
Post 2 – Gary Sussey	06/2014
Post 3- vacant	
Post 4 - vacant	
Post 5- Staff	

### Ethics Committee - Standing Committee

Betty Barnett	
Linda Williams	01-17-2012
Anthony Marrero	
Mike Simpson	02-2015
1 Vacancy	

**Development Authority – 4 year terms**

J. Allen Poole	12-31-16	02-05-09
Katrina Bradbury	12-31-18	12-31-10/2014
Beth Fortner	12-31-18	12-31-10/2014
Alan Hallman, Mayor	2009	Annual
Susan Perry	12-31-15	01-01-08/1-1-12
Scott Whittaker	12-31-15	01-01-2012
Michael Rast	12-31-16	02-18-10
Scott VanDerbeck	12-31-17	12-2013/03-02-10
Greg Riechart	12-31-17	12/2013

**Personnel Board**

Charlotte Rentz	12-31-15	02-03-09
Anthony Marrero	12-31-2015	02-19-2013
1 Vacancy		

**Planning Commission – 4 year terms**

Charlotte Rentz	12-31-17	12-2013/12-2010/01-2007
Brian Wismer, Chairman	12-31-16	12-31-09
Kaity Ferrero	12-31-16	02-03-09
Jennie Rast	12-31-15	12-31-11
Lucille Dolan	12-31-17	12-2013/12-31-2011 serving vacated term of S.Bailey
Mark Farrah	12-31-16	02-19-13
Travis Horsley	12-31-16	02-19-13(serving Dorsey remaining term