



**July 2016 Department Reports**

**To: Mayor and Council  
Citizens of the City of Hapeville**  
**From: William R. Whitson, City Manager  
wwhitson@hapeville.org**

**Fire Department**

**David Bloodworth, Acting Fire Chief**

[dbloodworth@hapeville.org](mailto:dbloodworth@hapeville.org) - 404.766.4399

*During the month of June the Department conducted 17 pre – incident plans and 87 blood pressure checks, which were done at the Senior Center. Also the following trainings were held: Firefighter Safety & Survival Training, Incident Report Writing, Driver & Ladder Operations and Hose Evolutions. Three members of the Department attended the State Fire Marshal’s Office Fire Safety Symposium held at the Georgia Public Safety Training Center in Forsyth, GA. As part of our Community Risk Reduction education, our Department participated in the following citywide events: Hapeville Library Summer Reading Program Kick-off, Delta Reservations Health and Safety Fair, and Life Safety education for the Hapeville Recreation summer camp children who participated in this year’s Safetyville, hosted by our Police Department. During the course of their Fire Safety day, the campers were able to experience a fire escape exercise by going through the Fire Safety Bus loaned to us by the Fairburn Fire Department. Campers between the ages of 10-12 also attended a class on the dangers of using drugs and alcohol, taught by one of our officers. The Department collected a total of \$5,183 during this year’s “Give Burns the Boot” campaign to benefit the Georgia Burn Foundation. Proceeds of the boot drive go to support burn– injured children in their recovery.*

*Fire Station #1 - 3468 North Fulton Avenue*

*Fire Station #2 - 870 South Central Avenue*

<i>Auto Accidents w/ injuries</i>	<i>3</i>	<i>EMS</i>	<i>8</i>
<i>Auto Accident w/o injuries</i>	<i>0</i>	<i>Motor Vehicle Accident with Injuries</i>	<i>1</i>
<i>Auto/ pedestrian accident</i>	<i>0</i>	<i>Motor vehicle accident w/o injuries</i>	<i>0</i>
<i>EMS</i>	<i>73</i>	<i>Gasoline or other flammable liquid spill</i>	<i>0</i>
<i>Emergency Medical Services (other)</i>	<i>5</i>	<i>Invalid Assist</i>	<i>1</i>
<i>Medical Assist, assist EMS crew</i>	<i>0</i>	<i>Gas leak (natural gas or LPG)</i>	<i>1</i>
<i>Alarm system activation, no fire</i>	<i>0</i>	<i>Powerline down</i>	<i>1</i>
<i>Invalid Assist</i>	<i>1</i>	<i>Smoke Detector Activation, malfunction</i>	<i>2</i>

Dispatched & cancelled en route	6	Local Alarm System, Malicious False Alarm	1
Alarm system sound/ malfunction	0	Lightning Strike, (no fire)	0
Alarm system activation/ no fire	0	No incidents found on arrival at address	0
Passenger vehicle fire	1	Passenger vehicle fire	0
False Alarm or false call	0	Building Fire	1
Bush/ grass fire	1	Brush or brush & grass fire	0
Unauthorized burning	1	Person in distress, other	0
Outside rubbish, trash, or waste fire	1	Police matter	0
Cooking Fire	1	Rescue, EMS Incident, other	2
Hazmat release investigation	1	Special Type of Incident/Other	0
Extrication Rescue, other	1	Smoke Scare, Odor of Smoke	1
Person in Distress	1	Wind Storm, Tornado/ Hurricane Assessment	1
Police Matter	1		
Power Line Down	1	<u>Total Calls at Station #2</u>	<u>20</u>
Public Service	1		
Rescue, EMS Incident, Other	1		
Service Call, Other	1		
<u>Total Calls at Station #1</u>	<u>101</u>		

Total for both Stations 121 with an average response time of 02:44 minutes

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## Police Department

**Rick Glavosek, Police Chief**

[rglavosek@hapeville.org](mailto:rglavosek@hapeville.org)- 404.669.2150

Between June 1, 2016 and June 31, 2016 there were 602 calls for service. There were (6) Assaults, (3) Burglaries, (1) Robbery, (113) Larcenies; including 77 Entering Autos, 16 Stolen Vehicles and 20 Thefts. The Department made (31) arrests and recovered (13) stolen vehicles. The average response time was 1 minute 41 seconds. The Department issued 188 citations to include parking, traffic and general copies.

Department Personnel continue to receive daily roll call and in-service training on topics such as in Public Information Officer, Civil Disobediences, HPD's Standard Operating Procedures and Case Law.

The Detective Division reviewed (15) cases, assigned (9) cases for investigation, and closed (3) cases. Two cases were closed with arrest warrants and (1) by CID arrest. The Detective Division obtained (14) warrants, responded to (4) crime scenes for investigation and executed (1) search warrant(s).

*Code Enforcement: Code Enforcement handled (165) new calls for service, of which addressed: (25) were animal incidents, (14) parking in grass, (107) Tall Grass & Weeds, (2) permit issues, (8) outside storage, (12) littering or pollution problems, and (5) property maintenance- exterior. In some cases, the team addressed more than one infraction on a call. The unit closed (261) cases, and issued (4) citations.*

*Abatelements: The current properties that are under abatelements are as follow: 3 Woodrow lot (between Wheeler and N. Fulton Avenue), 234 Maple Street, Woodrow Avenue Lots, 437 Walnut Street, 472 Walnut Street, 3001 Dogwood Drive, 3011 Dogwood Drive, 3154 Jackson Street, 3227 Jackson Street, 330 Mt. Zion Road, 3285 N. Whitney Avenue, 3309 N. Fulton Avenue.*

*Abatelements in Progress: 625 Coleman Street and 329 Maple Street*

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### **Community Services**

**Lee Sudduth, Interim Director**

[leesudduth@hapeville.org](mailto:leesudduth@hapeville.org)- 404.669.2120

*The Dogwood Drive LCI Streetscape Project and the Rail Facilities Improvement Project are scheduled to be under construction sometime this year.*

*The Loop Road Streetscape is currently in the ROW phase.*

*The parking lot across from City Hall has been asphalted and striped and work continues on the lighting.*

<p><b>Building Permits</b> 413 North Avenue (14009400060572) 629 Cofield Drive (14009900020076) 800 Virginia Avenue (14009800060487) 728 Campbell Circle (14009900020902) 3118 Sylvan Road (14009900041205) 3300 Sims Street (14009800120190) 711 North Central Avenue (14009800150270) 3389 North Whitney Avenue (14009800150320) 3315 Northside Drive (14009500100120) 3196 Dogwood Drive (14009400020717)</p> <p><b>Electrical Permits</b> 3420 Norman Berry Drive 301 North Central Avenue 2 Porsche Drive</p>	<p><b>Plumbing Permits</b> 329 Moreland Way 800 Virginia Avenue 2 Porsche Drive 755 Virginia Avenue</p> <p><b>Mechanical Permits</b> 636 South Central Avenue 3520 Atlanta Avenue</p> <p><b>Tree Permits</b> 371 North Avenue 318 Mt. Zion Road 3306 North Whitney Avenue 3164 Forrest Hill Drive 624 South Gordon Circle</p>
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800 Virginia Avenue  
3118 Sylvan Road

**Demolition Permits**  
3159 Oakdale Road

3207 Hope Street  
3429 Parkview Place  
3420 Old Jonesboro Road

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## Recreation

**Tod Nichols, Manager**

[tnichols@hapeville.org](mailto:tnichols@hapeville.org) 404-669-2136

*Our final Movies Under the Stars was held July 15, 2016 with a viewing of Antman. We would like to thank everyone who came out to support the events.*

*There will be voting at The Hoyt Smith Center on July 26, 2016.*

## Athletics

*Register now for Football and Cheerleading ages 3 to 12 years old.*

*For more information on our Athletic Department contact Ray Rollins at [rollins@hapeville.org](mailto:rollins@hapeville.org) or 404-669-2127.*

## Programs

*Please stop into The Hoyt Smith Center to get one of our program guides. It has a list of all the activities the Department offers from the tiny tots to the recycled teenagers!*

*Our Busy Bee Summer Camp is coming to an end. Our last day is July 29, 2016.*

*Register now for our Busy Bee After School program that begins August 8, 2016.*

*For more information on our programs contact Katie Ray at [kray@hapeville.org](mailto:kray@hapeville.org) or 404-669-2134.*

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## Economic Development

**Allie O'Brien, Manager**

[aobrien@hapeville.org](mailto:aobrien@hapeville.org)- 404.669.8269

## Department/HATT Activities

*Produced City Newsletter and all Departmental related advertising and promotional materials and FB activities. (Newsletter Note: The submission deadline for the August issue of the Newsletter is July 15th). Promoted City Sponsored events including Coffee & Chrome event series (City Website, FB, Newsletter), Academy Theatre productions at the Hapeville Performing Arts Center).*

*Staff continued coordinating administrative items for grants including participating in a webinar for the 2017 South Arts Grant regarding marketing and grant requirements for the upcoming film series; served on a peer arts grant application review panel for Fulton County Arts Council; prepared follow-up items for the KaBoom grant.*

*Continued participation with the Atlanta Aerotropolis Alliance--activities include Committee Meetings to discuss marketing and event planning for the year:*

*Next event: Atlanta Aerotropolis Alliance is hosting a Community Forum at 1255 Airport Loop Rd in College Park on Friday, July 22nd from 9 to 11 a.m. The Aerotropolis Atlanta Community Forum (AACF), formerly known as the Airport Area Task Force, is the public forum of the Alliance, providing a place where the Alliance and the local community can share news, ideas and dialogue about the efforts being made by the Aerotropolis Alliance. Find out more about the event and register. It is free to attend*

*<http://aerotropolis.eventzilla.net/web/event?eventid=2138852759>*

*Next Board Meeting: July 29th (for more information visit: the Atlanta Airport Alliance Website Here: <http://www.atlantaaerotropolis.org/>)*

*Staff continued worked with City Manager and Planning & Zoning : LCI Study and Comprehensive Plan RFP Process to update the existing Livable Centers Initiative study and comprehensive plan. A Q&A Session was held, five proposals were received, evaluation criteria was articulated in the RFP that will serve as the basis for evaluation for the review committee that will make recommendation to Mayor and Council (Council member Josh Powell will serve on the committee).*

*Tri-Cities Merchant Mixer Series to promote businesses: the next event will be held on Thursday, July 28th from 5:00 to 7:00 p.m. at REV Coffee at 3719 Main Street in downtown College Park—Come early, don't miss the opportunity to introduce your Hapeville business.*

### **Main Street Board Activities**

*Save the date for the July Meeting which will be held on Monday, July 25, 2016 at 6:00 p.m. at the City Hall Conference Room (please note: the July 18th meeting was cancelled.) Board Members have signed-up for DCA Required Training and staff attended required Regional Manager's Meeting in Suwanee the Board will be supporting the Hapeville Arts Alliance Gallery Crawl Series by sponsoring the event series and promoting Main Street activities in the Gallery Crawl program.*

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### **Planning and Zoning**

**Bill Johnston**

**[Spi\\_llc@bellsouth.net](mailto:Spi_llc@bellsouth.net)- 404.684.6588**

### **Mayor & Council, June 7 & 21, 2016**

- No planning and zoning agenda items

**Planning Commission, June 14, 2016**

- Text amendment for extended stay hotels; PC made a recommendation to M&C
- Text amendment to ordinance references to the zoning map; tabled

**Design Review Committee, June 15, 2016**

- Canceled due to lack of agenda items

**Board of Zoning Appeals, June 23, 2016**

- Administrative appeal of denial of a children's party use at 755 Virginia Avenue, approved with conditions

**Other planning and zoning actions:**

- Occupational tax permit approved at 3441 Dogwood Drive, retail
- Occupational tax permit approved at 755 Virginia Avenue, retail
- Occupational tax permit approved at 407 North Central Avenue, restaurant
- Occupational tax permit approved at 636 South Central Avenue, office use
- Occupational tax permit approved at 3600 North Inner Loop Road, freight
- Sign application pending for 3558 Elm Street
- Sign application pending for 3694 Forrest Avenue
- Sign application approved at 3441 Dogwood Drive
- Sign application approved at 1155 Virginia Avenue, Suite J
- Sign application approved at 3481-A North Fulton Avenue

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**Liberty Technology**

**Steven Lease**

[steven@libertytech.net](mailto:steven@libertytech.net)

<b>CITY OF HAPEVILLE SERVICE REPORT</b>		
	<b>June 2016</b>	<b>01-01-2016 to 06-30-2016 Total</b>
<i>Closed/Completed</i>	42	190
<i>Assigned</i>	0	0
<i>Needs parts ordered</i>	0	0
<i>Waiting on client</i>	0	0
<i>Waiting on Vendor</i>	1	1
<i>Cancelled</i>	0	0

Scheduled	1	1
In Progress	1	1
TICKET OVERDUE	0	0
	<b>45</b>	<b>193</b>
Hours	<b>71.26</b>	<b>444.2</b>
Median Resolution Time (hrs)	<b>4.39</b>	<b>7.00</b>
Mean Resolution Time (hrs)	<b>14.28</b>	<b>32.18</b>
Resolution within SLA	<b>95.45%</b>	<b>90.14%</b>

**Projects Completed:**

- Completed 5-year IT Plan and presented to Mayor and City Council
- Completed first refresh of outdated computers - 16

**Projects In Progress:**

- Public safety camera upgrade and expansion
- Tower device and equipment evaluation/relocation support
- Evaluation and support for installation of a fiber Optic Loop to support City Operations

**Administrative Services**

Jennifer Elkins, City Clerk

[jelkins@hapeville.org](mailto:jelkins@hapeville.org)- 404.766.3004

**City Clerk**

*Upcoming Meetings:*

*Mayor and Council Work Session- August 2, 2016 at 6:00 p.m. at Hapeville Municipal Annex*

*Mayor and Council Meeting- August 2, 2016 at 7:00 p.m. at Hapeville Municipal Annex*

*Hapeville Development Authority- August 4, 2016 at 6:30 p.m. at City Hall*

*Hapeville Clean and Beautiful Commission- August 8, 2016 at 6:30 p.m. at City Hall*

*Planning Commission Meeting- August 9, 2016 at 6:00 p.m. at Hapeville Municipal Annex*

*Main Street Board Meeting-August 15, 2016 at 6:00 p.m. at City Hall*

*Mayor and Council Work Session- August 16, 2016 at 6:00 p.m. at Hapeville Municipal Annex*

*Design and Review Commission- August 17, 2016 at 6:00 p.m. at City Hall*

*Alcohol Review Board- August 18, 2016 at 6:15 p.m. at City Hall*

*Board of Appeals- August 25, 2016 at 6:00 p.m. at Hapeville Municipal Annex*

*Meeting times and places are subject to change, please visit [www.hapeville.org](http://www.hapeville.org) for further information.*

**Open Records Request:**

<b>July 2016</b>	<b>July 2015</b>
<i>12 Open Records Request were processed</i>	<i>16 Open Records Request were processed</i>
<i>Total Time: 4 hours 15 minutes</i>	<i>Total Time: 12 hours</i>
<i>Total Cost: \$62.13</i>	<i>Total Cost: \$245.78</i>

**Human Resources**

*The City is currently accepting applications for the position of Police Officer, Seasonal Crossing Guard, Firefighter and Paramedic applications are available online ([www.hapeville.org](http://www.hapeville.org)) or at City Hall. The City is currently in the process of hiring for an Executive Assistant for the Police Department and an Office Assistant for Community Service.*

- *Responded to Job Openings and Labor Turnover Report*
- *Collected Applications for all open positions*

**Other Duties**

- *Open Enrollment for new fiscal year benefits*
- *Participated in Georgia State University Internship program*