



April 2010 Monthly Department Reports

**To: Mayor and Council
Citizens of the City of Hapeville**
**From: Bill Werner, City Manager
bwerner@hapeville.org – 404-669-2117**

Administrative Services

**Alice Shepard, Administrative Services Director
ashepard@hapeville.org - 404-669-2100**

City Clerk

Upcoming Meetings:

Alcohol Review Board – May 20th 2010 at 6:00 p.m.

Board of Appeals – May 27th 2010 at 6:00 p.m.

Design Review Commission – May 19th 2010 6:00 p.m.

Hapeville Development Authority – May 6th 2010 at 6:00 p.m.

Main Street Board – May 17th 2010 6:00 p.m.

Mayor and Council – May 4th 6:00 p.m. at Hapeville Municipal Court and May 18th 6:00 p.m. at City Hall

Planning Commission – May 11th 2010 at 6:00 p.m.

Meeting times and places are subject to change, please visit www.hapeville.org for further information.

Human Resources

The City welcomes the following new employee:

Eva Klingler – Police Officer

Joseph Going – Police Officer

Stephen Hunter – Police Officer

Open Records Request

5 Open Records Request were processed.

Community Services

**Lee Sudduth, Interim Director
leesudduth@hapeville.org – 404-669-2120**

Construction has started on the South Central Avenue Street Improvements Project. This is a CDBG Stimulus Project.

During Clean Sweep there were 11 loads of debris picked-up totaling 42.91 tons.

A pre bid meeting was held for the moving of the Christ Church to Jess Lucas Park.

BUILDING PERMITS

318 Mt. Zion Road
3426 Parkview Place
3326 Wheeler Street
3313 Old Jonesboro Road

PLUMBING PERMITS

3418 Dogwood Drive

TREE PERMITS

209 Moreland Way
2118 Woodland Drive

ELECTRICAL PERMITS

318 Mt. Zion Road
215 Maple Street

Economic Development

Allie O'Brien, Main Street & Marketing Manager
aobrien@hapeville.org – 404-669-8269

EVENTS:

Please visit the City website, www.hapeville.org, navigate to the "Events Section" (on the left navigation bar) for the full 2010 Events Schedule and events details.

Planned: Spring into Action Festival Baseball Opening Day: April 10th and the first Movie Night: April 16th. Thank you to all that attended and participated!

Movie Night Series: May 21st, 7:30 p.m.: "Where the Wild Things Are." The movie night series will continue the 3rd Friday of the months of May - June. June 18th feature will be "The Blind Side," please use your own discretion for age appropriate viewing.

Memorial Day Observance Service: May 31st. The annual service will take place in the City Hall Memorial Garden at 10 a.m.

DEPARTMENT/HATT ACTIVITIES:

Developed City Monthly Newsletter/Web Updates.

Developed and distributed direct mailer to promote HATT/City Spring & Summer Events to residents.

Assisted with planning activities for the upcoming South Arts Film Series, scheduled to kick-off in September 2010.

Developed regional advertising for Fall Economic Development regional publication.

MAIN STREET BOARD ACTIVITIES:

Board Hosted a Ribbon Cutting – Fan Club Bar & Grill, April 9th.

Represented City at Regional Main Street Managers meeting in Douglasville: April 27th.

Completed Development of National Register Tax Incentives Brochure with Planning & Zoning Manager.

Board will proceed with Spring Downtown Planter Program as well as I-75 Gateway planting.

Finance/Administration
Mike Clark, Director of Finance
mclark@hapeville.org – 404-669-2118

2009 property taxes collected through April 26, 2010, amounted to \$4,436,825. Collections to date are 96% of the budgeted amount of \$4,600,000.

Prior year's taxes collected through April 26, 2010 amounted to \$190,868; the City budgeted \$150,000.

The audited financial statements for the year ended June 30, 2009, have been posted to the City's website.

General Fund expenditures amounted to \$7,852,513 for the nine months ended March 31, 2010. Budgeted expenditures on average for the same period amounted to \$8,269,435 resulting in a positive budget variance of \$416,922.

The Budget preparation process for the Fiscal Year ending June 30, 2011, has begun. A Preliminary Budget will be submitted to the City Manager for review during the first week of May. City Council discussions and public hearings for final budget changes will be scheduled as the dates become known. The Final Budget will be submitted for adoption during June.

Occupational Tax Permits

*Friends Auto Repair – 311 North Central Avenue – Detailing Shop and Tires
D & E Transportation – 3166 Dogwood Drive – Non-Emergency Office
Acapulco Beach Mobile Car Wash – 3244 North Fulton Avenue – Auto Detail
B.J. Home Cooking – 832 Virginia Avenue, Suite A – Restaurant
KL Ventures, LLC – 309 North Central Avenue – Restaurant
K-way Express Inc. – 1005 Virginia Avenue, Suite 160 – Freight Forwarding Service
Wolf Camera – 3036 Commerce Way – Retail*

Utility Accounts

*37 Residential Accounts
1 Commercial Accounts*

Fire
Tom Morris, Chief
tmorris@hapeville.org – 404-766-4399

Lt. Bobby Craig attended a fire cause and origin class in Henry County this month. Currently, all three shifts are undergoing confined space rescue classes while on duty. The Fire Department performed 35 inspections, 3 plan reviews, 17 pre-fire plans, 3 fire investigations, 98 blood pressure checks, and issued 2 burn permits.

<i>Fire Station #1 - 3468 North Fulton Avenue</i>		<i>Fire Station #2 - 870 South Central Avenue</i>	
<i>Auto Accidents w/ injuries</i>	<i>2</i>	<i>Auto Accident</i>	<i>1</i>
<i>EMS</i>	<i>41</i>	<i>Auto Accidents w/ injuries</i>	<i>1</i>
<i>Fire</i>	<i>4</i>	<i>EMS</i>	<i>53</i>
<i>Fire Alarm</i>	<i>1</i>	<i>Fire</i>	<i>4</i>
<i>Mutual Aid (Given)</i>	<i>0</i>	<i>Fire Alarm</i>	<i>5</i>
<i>Gas Leak</i>	<i>1</i>	<i>Mutual Aid (Given)</i>	<i>0</i>
<i>Hazardous Conditions</i>	<i>1</i>	<i>HazMat</i>	<i>0</i>
<i>Other Responses</i>	<i>1</i>	<i>Hazardous Conditions</i>	<i>0</i>
<i>Wires Down</i>	<i>1</i>	<i>Wires Down</i>	<i>2</i>
		<i>Other Responses</i>	<i>0</i>
<i>Total Calls at Station #1</i>	<i>52</i>	<i>Total Calls at Station #2</i>	<i>66</i>
<i>Total for both Stations</i>		<i>118 with an average response time of 02:38 minutes</i>	

IT & Communications

Ashley Smith, IT & Communications Manager
asmith@hapeville.org – 404-669-2167

There were 20 help-desk tickets completed during the month of April. The year to date total number of tickets completed from July 2009 to April 28, 2010 is 429.

INCODE Document management software and Output processor training will take place on the week of May 10th.

Conducting final selection of new E-911 recording system for Police and Fire.

Replaced and reconfigured 7 Cisco IP phones and 3 Cisco Switches due to lightning damage.

Hapeville WI-FI:

VC3 and Brightlan replaced 4 Ubiquiti Power Station radios due to lightning strike at City Hall tower.

Increasing the injection layer off of Myrtle due to increase foliage, will require 2 additional radios to be installed.

Municipal Court

Jennie Cooley, Court Clerk
jcooley@hapeville.org – 404-669-2159

The State of Georgia notified the Hapeville Municipal Court Clerk's Office of 100% perfect submission of Criminal Disposition to the Georgia Crime Information Center (GCIC). Georgia Code Section 35-3-36 requires Criminal Justice Agencies to submit dispositions on all finger printable offenses in a timely manner with a 2% error rate being acceptable. Failure to comply with rules and regulations would result in an audit. Due to Court Services

perfect submission no audit will be performed this year. After last year's audit, Court Services devised a plan of action to insure timely and accurate submission and has worked hard for the perfect score this year and will continue to exceed the State expectations.

Planning and Zoning

Chris Montesinos, Planning and Zoning Manager
cmontesinos@hapeville.org - 404-669-8269

PLANNING COMMISSION:

Meeting on April 13, 2010 was cancelled due to lack of agenda items.

DESIGN REVIEW COMMITTEE: Meeting, March 17, 2010

Item 1) Kym Haywood

3049 Springdale Road

Mr. Haywood has submitted an application to build a second story family room addition to an existing structure at 3049 Springdale Road. The property is zoned C-1, and is subject to Chapter 81 – Architectural Design Standards/Section 81-1-7 Neighborhood Conservation Area, in accordance with the third paragraph of Section 81-1-6. The exterior material will be hardiplank and the applicant has indicated that non-GBG windows will be installed.

Disposition: tabled – DRC asked the applicant to submit scaled drawings.

Item 2) Brendon Murphy – Chesapeake Development 3169 Oakdale Road

Mr. Murphy has submitted an application to construct a new single-family home at 3169 Oakdale Road. The new home will be smaller than others built, but will retain the same general concept, but with the same craftsman style as those previously constructed. The property is zoned R-1, and is subject to Chapter 81 – Architectural Design Standards/Section 81-1-7 Neighborhood Conservation Area. The exterior material will be hardiplank with double-hung simulated-divided-light (SDL) windows.

Disposition: tabled – applicant must redraft front elevation to extend the front porch a minimum of 80% of the front façade – adjust front setback to accommodate front porch.

BOARD OF APPEALS:

Meeting on April 22, 2010 was cancelled due to lack of agenda items.

OTHER PLANNING & ZONING ITEMS:

- 04/05 – predevelopment meeting for the redevelopment of the Fulton Teacher's Credit Union at the corner of Atlanta Avenue and Chestnut Street.
 - 04/06 – predevelopment meeting for the redevelopment of the Entrusted Building at 3420 Norman Berry Drive. Current concept is to convert the existing office building into an extended stay all-suite hotel (national brand), and to construct an additional hotel on the site, and provide structured parking.
 - 04/08 – follow up meeting with architect for the Entrusted hotel conversion and new development.
 - 04/16 – economic development conceptual meeting with Ralph Liss and Bill Werner regarding properties around Virginia and Elkins.
 - 04/20 – kickoff meeting with Council and ARC for the community choices program.
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Police Department
Rick Glavosek, Police Chief
rglavosek@hapeville.org – 404-669-2150

From March 16, 2010 to April 15, 2010, the Police Department answered (690) calls for service. There was (0) reports of Assault, (3) Residential Burglaries, (0) Commercial Burglaries, (1) Robbery, (1) Child Molestations and (18) other Larcenies.

The department closed (18) cases with arrests and issued (4) additional arrest warrants. (168) citations were written and an average of (3) minute response time was maintained.

The Detective Division received (78) new cases, cleared (2) cases by arrest and obtained (2) arrest warrant and (38) of the cases were closed.

Uniform Personnel have been receiving daily roll-call training that covers city ordinances, state criminal & traffic laws, and the department's Standard Operating Procedures.

Code Enforcement handled (207) new calls for service, of which (59) were animal incidents and (128) were code compliance issues. The Unit closed (85) cases with compliance and issued (17) citations for code violations.

The department has filled all full-time vacancies, however, continues to recruit for reserve officers.

The Police Department continues working to bring the department and community closer together, there is a Neighborhood Watch Program Meeting on May 20, 2010 at 7 PM at the Municipal Court located at 700 Doug Davis Drive.

Recreation
Tod Nichols, Interim Director
tnichols@hapeville.org – 404-669-2129

ATHLETIC DIVISION:

Hapeville's Youth Baseball has begun! Come support our youth as we play for the South Metro Baseball Alliance League's crown. Home games are played on Tuesday, Thursday and Saturday of each week. Our 10 & under soccer team play Saturday's in the Cliftondale Soccer League.

Adult Men's Softball League plays every Thursday beginning at 7:00 p.m. at Tom Morris Complex.

PROGRAMS:

The Busy Bees after school club continue to meet weekly Monday through Friday from 2:30 - 6:30 p.m.

Ballet is ongoing for children ages 3 – 14 years. Classes meet every Thursday 5:30 - 6:30 p.m.

Self – Defense courses are offered on Thursday's at 11:00 a.m.

Monday's and Wednesday's aerobic class "Fit & Healthy" is from 5:30 – 6:30 p.m. 'Cardio Pump' and 'Body Toning' are from 6:00 – 7:00 p.m. on the same days.

Belly Dancing is offered every Thursday from 6:45 – 8:00 p.m.

Fitness Room hours are Monday – Friday 11:00 a.m. to 7:00 p.m.

Busy Bee Summer Camp registration has begun.

SENIORS:

Our High Stepping Hornets continues to walk every Tuesday, Thursday, and Friday at Southlake Mall from 7:45 – 9:00 a.m. The first Tuesday of each month, come and enjoy Bingo with us. The last Thursday of every month, the Club takes a trip to The Varsity for lunch.

On April 27th – 29th, 2010 our Seniors took a trip to the Savannah, Georgia! Some of the trip highlights were: Dinner at Lady & Sons Buffet, The Paula Deen Tour, and a two-hour river boat dinner cruise.