



**Monthly Department Reports**  
**To: Mayor and Council**  
**Citizens of the City of Hapeville**  
**From: Bill Werner, City Manager**  
**[bwerner@hapeville.org](mailto:bwerner@hapeville.org) – 404-669-2117**

**Fire Department**  
**Tom Morris, Fire Chief**  
**[tmorris@hapeville.org](mailto:tmorris@hapeville.org) – 404-766-4399**

*Information for Reporting Period: November 22, 2010 to December 22, 2010*  
*For this time period the Fire Department had 30 inspections, 3 plan reviews, 20 pre-fire plans, 1 burn permits issued, 98 blood pressure checks, and EMT refresher course 30 attendees.*

<i>Fire Station #1 - 3468 North Fulton Avenue</i>		<i>Fire Station #2 - 870 S. Central Avenue</i>	
<u>Fire Call Statistics</u>		<u>Fire Call Statistics</u>	
Auto Accidents w/injuries	1	Auto Accidents w/injuries	1
EMS	43	EMS	8
Fire	7	Fire	7
Fire Alarm	1	Fire Alarm	0
Mutual Aid (Given)	0	Mutual Aid (Given)	4
Gas Leak	2	HazMat	0
Hazardous Conditions	0	Hazardous Conditions	0
Trees Down	0	Trees Down	0
Wires Down	1	Wires Down	0
Other Responses	14	Other Responses	1
<u>Total Calls at Station #1</u>	<u>70</u>	<u>Total Calls at Station #2</u>	<u>23</u>

*Total Average Response Time* *2:11*

**Police Department**  
**Rick Glavosek, Police Chief**  
**[rglavosek@hapeville.org](mailto:rglavosek@hapeville.org) – 404-669-2150**

*From November 16, 2010 to December 15, 2010, the Police Department answered 565 calls for service. There were 2 reports of Assault, 6 Residential Burglaries, 0 Commercial Burglaries, 3 Robberies, 3 Auto Thefts, 0 Child Molestations and 20 other Larcenies.*

*The Department closed 22 cases with arrests and issued 4 additional arrest warrants. 325 citations were written and an average of 3 minute response time was maintained.*

*The Detective Division received 42 new cases, cleared 88 cases and has 37 active cases pending.*

*Uniform Personnel have been receiving daily roll-call training that covers city ordinances, state criminal and traffic laws, and the Department's Standard Operating Procedures including: Use of force training, Hostage Negotiations, and legislative update.*

*The Uniform Patrol and the Detective Division have been providing extra patrol coverage in full uniform to help curve the unfortunate crime trend that is typical in the Holiday Season. The response has proven positive thus far as crime seems to be down from last year at this time.*

*Congratulations to Sergeant Pat Cauchy, Sergeant Scott Harrell, and Corporal Connie Banks on their recent promotions!*

*Code Enforcement handled 162 new calls for service, of which 62 were animal incidents and 100 were code compliance issues. The Unit closed 114 cases with compliance and issued 4 citations for code violations. The following properties have been brought into code compliance after their successful abatements:*

*215 Moreland Way  
278 Moreland Way  
336 Moreland Way  
243 Maple Street  
244 Maple Street*

*3097 Grove Circle  
3255 Oakdale Road  
3420 Elkins Street  
3430 Elkins Street  
3380 Sunset Avenue*

*Currently, the vacant lot on Woodrow Avenue and 492 Lake Drive are under abatement and will be brought into compliance following a 30 day waiting period. This should be January 14, 2011.*

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**Community Services**

**Lee Sudduth, Interim Director**

**lsudduth@hapeville.org – 404-669-2120**

*Construction on the Virginia Avenue Streetscape is underway. There will be new sidewalks, landscaped medians and street furniture installed.*

*Construction on the Hoyt Smith Conference and Recreation Center will begin sometime in January. New sidewalks, handicap ramps, street furniture and lamp posts will be added.*

*Construction on Master Park's new multi purpose trails will also begin in January. The park will be closed while under construction. This is a CDBG project.*

**Building Permits**

3307 Lavista Drive  
3462 Rainey Avenue

**Electrical Permits**

3483 Virginia Avenue  
861 Virginia Avenue

**Plumbing Permits**

3435 Old Jonesboro Road  
919 Custer Street  
931 Custer Street  
302 Mt. Zion Road

**HVAC Permits**

362 Woodrow Avenue  
3419 Rainey Avenue  
224 Birch Street

**Tree Permits**

3240 Jackson Street  
485 Oak Drive  
3416 Old Jonesboro Road

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**Economic Development****Allie O'Brien, Main Street & Marketing Manager****aobrien@hapeville.org - 404-669-8269****Events Planning**

*Southern Circuit Tour of Independent Filmmakers: 2011 series planning continues. Save the dates for the following films: February 5: "Abel Raises Cain," March 5: "Awake My Soul, The Story of the Sacred Harp," and April 2: "Prodigal Sons." Film screenings are held at the Hapeville Methodist Church at 6 p.m. Film screenings include a reception with the filmmaker at the Hapeville Depot Museum from 4 to 6 p.m.*

**Department/HATT Activities**

*Developed City's monthly Hapeville Hometown News. Developed all promotional and advertising materials pertaining to City events and Departmental activities.*

*Designed and sent holiday/business appreciation cards to Hapeville businesses on behalf of the City, the HATT Board and the Main Street Board.*

*Completed work with Planning & Zoning division on the Urban Redevelopment Plan, as well as all other necessary procedures and documents required by the DCA for the City's Opportunity Zone Application.*

*Met with GA Cities Foundation administrators regarding current policies and procedures required for applicants to the Green Communities Fund and the Revolving Loan Fund.*

*Began annual City signage refurbishment program.*

**Main Street Board Activities**

*Special thanks to all of the Main Street Board volunteers for their hard work throughout the*

*year, and for their continued dedication to the revitalization of Hapeville's downtown!*

*The December 2010 monthly meeting was cancelled due to holidays. The Board will reschedule the January 2011 meeting in observance of Martin Luther King, Jr. day. 2011 Board Meeting schedules will be posted at City Hall and on the City's website.*

*Completed the National Historic District sign installation project.*

*Began compilation of Main Street Business Survey contacts and feedback for report to Board.*

*Managed and participated in Main Street holiday business appreciation program including coordinating gifts, managing volunteer outreach and door-to-door visiting downtown/main street area businesses for delivery of Board gift as well as Main Street Program information and services, Business Survey follow-up, and distribution of Program Manager's contact info.*

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**Recreation Department**  
**Tod Nichols, Recreation Manager**  
**tnichols@hapeville.org – 404-669-2136**

**Highlight:**

*The Recreation Department, Fire Department, and the Hapeville Exchange Club all partnered in the annual Project C.A.F.E / Toys for Kids program. This year over 100 Hapeville families received assistance with clothes, food, and toys for the holiday season. Thank you to all of the citizens, volunteers and City employees who made this program possible.*

**Athletic Division:**

*Basketball registration has come to a close. There will be ten teams from Hapeville participating in the Hapeville Youth Basketball League, which features other teams from various recreation centers.*

*The Hapeville Hornets 10 year old football team defeated the Villa Rica Wildcats 28 - 0 in the inaugural Georgia Youth Football State Championships held at South Cobb High School on December 18, 2010. Congratulations to the team!*

**Programs:**

*Our first annual "Festival of Programs" was held December 17, 2010. Performers were actual participants of our weekly programs which included ballet dancers, karate exhibition, adult and children zumba dancers, Hands of Thunder drummers and a piano and guitar soloist. A great time was had by all that attended the performance.*

*The Busy Bees After School Group continues to meet daily (Monday – Friday).*

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

*Free Zumba classes are held on Tuesday's from 11:00 a.m. to Noon*

*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 p.m. – 6:30 p.m. "Cardio Pump" and "Body Toning" is from 6:00 p.m. – 7:00 p.m. on the same days.*

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

**Seniors:**

*The Pleasant Hours Club who held their December monthly meeting at the Hoyt Smith Conference & Recreation Building. The group meets on the 1st Wednesday of each month at 10:00 a.m.*

*On December 1, 2010 our Annual Senior Appreciation Christmas luncheon was held downstairs at the Convention & Recreation Center. There was also a trip to Tanger Outlet in Locust Grove, Georgia for some early Christmas shopping.*

*Our High Stepping Hornets continue to walk every Tuesday, Thursday, and Friday at Southlake Mall from 7:45 a.m. – 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.*

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**IT & Communications**

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

*Successfully completed 25 help-desk tickets during the month of December.*

*Installed 2 Wireless Access Points for internal use, one in the Police Department and one in City Hall.*

*Completed installation of A/V equipment in the Court Room/Council Chambers.*

*Final installation of Iron Sky camera system will be completed by end of January. The last camera that needs to be installed in the Cofield Bridge camera. All of the other cameras have been installed and are recording. Georgia Power needs to tap-up the Dogwood Drive camera location, that should be done around the second week of January.*

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**Planning and Zoning**

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

**Planning Commission meeting, December 14, 2010, Cancelled due to lack of agenda items.**

**Design Review Committee meeting, December 15, 2010, Cancelled due to lack of agenda items.**

**Board of Appeals meeting, December 16, 2010, Cancelled due to lack of agenda items.**

**Other planning & zoning items**

- *Hapeville Strategic Development Plan (urban redevelopment plan) – adopted by Council on December 7, 2010 - application submitted to Department of Community Affairs.*
- *Completed LCI Supplemental Study Grant Application for the Hapeville Trails Feasibility Study – adopted by Council November 16, 2010 – submitted to Atlanta Regional Commission (ARC) in advance of the December 17 application deadline.*
- *Completed TE Grant Application for the Willingham/Colville Pedestrian Enhancement Project – adopted by Council on December 7, 2010 – submitted to Georgia Department of Transportation in advance of the December 15 deadline.*
- *December 5 – ARC Community Choices meeting to review first preliminary draft of the sign ordinance – follow-up meeting on December 17 – first draft to be presented to Sign Ordinance Stakeholders Committee in January 2011 – Planning Commission in February 2011 – City Council for adoption in March 2011.*
- *December 5 – mandatory LCI sponsor’s meeting at ARC.*
- *MARTA Bus Shelters project turned over to Community Services after confirmation of fixed funding amount without immediate deadline – Community Service to consult site/installation work – shelters provided by DuoGuard at the direction of City Council.*

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**Administrative Services**

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

**City Clerk**

*Upcoming Meetings:*

*Alcohol Review Board – January 20, 2011 at 6:00 p.m.*

*Board of Appeals – January 20, 2011 at 6:00 p.m.*

*Design Review Commission – January 19, 2011 at 6:00 p.m.*

*Hapeville Development Authority – January 6, 2011 at 6:00 p.m.*

*Main Street Board – January 17, 2011 at 6:00 p.m.*

*Mayor and Council – January 4, 2011 at 6:00 p.m. at Hapeville Municipal Court January 18, 2011 at City Hall*

*Planning Commission – January 18, 2011 at 6:00 p.m.*

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

**Open Records Request**

4 Open Records Request were processed.

**Human Resources**

Hosted Annual Employee Luncheon for all Departments. Thank you to the staff that help make the event a success.

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