



**Monthly Department Reports**

**To: Mayor and Council  
Citizens of the City of Hapeville**

**From: Bill Werner, City Manager  
bwerner@hapeville.org – 404-669-2117**

**Fire Department**

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

*The Department has conducted 24 pre-fire plans, 25 inspections, 2 plan reviews, and 90 blood pressure checks . This month our Firefighters visited Hapeville Elementary to provide Fire Prevention education for approximately 300 students as part of Fire Prevention month. The new engine is currently having all it's new equipment mounted, and should be in service soon. The Department logged over 500 hours of training this month. Ten of our Firefighters attended the Atlanta Fire Department Flashover Simulator training. Two of our officers are currently attending Arson Investigation Training Course at the Georgia Public Safety Training Center. A total of 17 Hilton Hotel upper management employees completed CPR training conducted by our Firefighters. The Department also participated in the Delta Health Fair in which they provided blood pressure checks and Fire Extinguisher classes throughout the course of the day.*

*Fire Station #1 - 3468 North Fulton Avenue*

*Fire Call Statistics*

<i>Auto Accidents</i>	<i>2</i>
<i>Auto Accidents w/injuries</i>	<i>2</i>
<i>EMS</i>	<i>50</i>
<i>Fire</i>	<i>2</i>
<i>Fire Alarm</i>	<i>0</i>
<i>Mutual Aid (Given)</i>	<i>0</i>
<i>Gas Leak</i>	<i>4</i>
<i>Hazardous Conditions</i>	<i>2</i>
<i>Trees Down</i>	<i>0</i>
<i>Elevator Rescue</i>	<i>0</i>
<i>Wires Down</i>	<i>0</i>
<i>Other Responses</i>	<i>4</i>
<u><i>Total Calls at Station #1</i></u>	<u><i>64</i></u>

*Fire Station #2 - 870 S. Central Avenue*

*Fire Call Statistics*

<i>Auto Accidents</i>	<i>1</i>
<i>Auto Accidents w/injuries</i>	<i>1</i>
<i>EMS</i>	<i>45</i>
<i>Fire</i>	<i>1</i>
<i>Fire Alarm</i>	<i>3</i>
<i>Mutual Aid (Given)</i>	<i>1</i>
<i>HazMat</i>	<i>0</i>
<i>Hazardous Conditions</i>	<i>0</i>
<i>Trees Down</i>	<i>1</i>
<i>Wires Down</i>	<i>0</i>
<i>Gas Leaks</i>	<i>0</i>
<i>Citizen Assist</i>	<i>0</i>
<i>Other Responses</i>	<i>2</i>
<u><i>Total Calls at Station #2</i></u>	<u><i>54</i></u>

Total Average Response Time minutes 3:12

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**Police Department**

**Rick Glavosek, Police Chief**

**rglavosek@hapeville.org – 404-669-2150**

*From September 16, 2011 to October 15, 2011, the Police Department answered (658) calls for service. There were (6) reports of Assault, (3) Residential Burglaries, (0) Commercial Burglaries, (3) Robberies, and (17) Larcenies.*

*The Department closed (45) cases with arrests and issued (6) additional arrest warrants. There were (305) citations written and an average (3:23) minute response time to calls.*

*The Detective Division received (50) new cases and cleared three (3) cases with arrests. The Division obtained (6) arrest warrant and (20) cases were closed without leads.*

*Uniform Personnel continue to receive daily roll-call & in-service training on topics such as Transporting Prisoners, Legal Updates, the Use of Deadly Force, Taser, and Evidence & Property. Officers also received training in the areas of city ordinances, state criminal and traffic laws, and the Department's Standard Operating Procedures, including how to use the new Rapid ID fingerprint system. The E-ticketing vendor is very close to resolving current issues with the software. The Department continues to work on filling current vacancies, while (3) Officers are currently in the program.*

*Code Enforcement handled (146) new calls for service, of which (42) were animal incidents and (104) were code compliance issues. The Unit closed (121) cases with compliance and issued (17) citations for code violations.*

*Graduates from the Citizen Police Academy (CPA) went through orientation, including policies and procedures and a driving assessment to operate the Citizens on Patrol vehicle. The program is a way for citizens to make a real difference within the community by volunteering their time to patrol the streets and report any problems that they observe.*

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**Community Services**

**Lee Sudduth, Interim Director**

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

*The Public Works Department is gearing up for leaf season. Please remember to keep your leaves separated from your limbs. Bagged leaves will be picked up every Friday.*

*Work is ongoing for the Virginia Avenue/Doug Davis TE project. This project includes sidewalk pavers, lighting and new sidewalks.*

The City of Hapeville is the recipient of CDBG funds for public facilities use in the amount of \$69,330.36. These Community Development Block Grant funds will be used to renovate the city tennis court.

**Building Permits**

465 Oak Drive  
3401 Estelle Street  
3580 Atlanta Avenue

**Plumbing Permits**

751 Virginia Avenue  
3305 Lavista Drive  
440 Dorsey Road  
485 Radar Drive

**Tree Permits**

519 Lake Drive

**HVAC Permits**

30 Central Park Drive  
1155 Virginia Avenue Suite L  
1155 Virginia Avenue Suites F & G

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**Economic Development**

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

**City Events Planning-please visit [www.hapeville.org](http://www.hapeville.org) for events information.**

November 22: Join us for Hapeville for the Holidays!

5:30 to 7 p.m. Santa & Children's Fair at Jess Lucas Y-teen Park, with crafts, games, Santa visits, music and hot cocoa!

7 p.m. Community Thanksgiving Service at Hapeville First Baptist Church. Music will be by musicians and choirs of the Hapeville Methodist, Baptist, and the Mt.Zion churches!

8 p.m. Tree Lighting with Mayor Alan Hallman & Santa at the Jess Lucas park! (after church service).

November's Downtown Live Concert Series Finale & Chili Cook-off. Thanks to all of the event sponsors, vendors and community volunteers & cook-off participants, your role in City events is appreciated!

**Department/HATT Activities**

South Arts Film Festival film screenings and receptions with the filmmakers Saturday evening November 12. Film events will take place at the Historic Christ Church and Carriage House in Jess Lucas Park. Receptions will be at 6:00 p.m, with the film screening at 7:00 p.m. The November Film is "Ahead of Time," the story of Ruth Gruber, international foreign correspondent and photographer. Visit: [www.ruthgrubermovie.com](http://www.ruthgrubermovie.com)

Managed City Signage Programs. Maintenance: Gateway and Municipal Signs were cleaned. Neighborhood Sign Program: 2 new signs installed in Mooreland and Azalea Neighborhoods; and Master Park birdhouse signs were installed.

*Maintained the Historic Christ Church Building rental log and coordinated venue showings /rentals and handled inquires.*

*Continued management of install and training project of A/V equipment for Christ Church and Carriage House.*

*Coordinated install/light-up dates and decor install for Holiday Season 2012.*

*Produced City Newsletter, web updates, and all departmental related advertising and promotional materials.*

**Main Street Board Activities**

*The Board meets the 3rd Monday of each month at 6 p.m. in the City Hall conference room.*

*Continued work with Board Members on promotional efforts for the South Arts Film Series.*

*The Board attended the "Meet the Businesses/Chief Event."*

*The Downtown Planter Program fall plantings were updated including planters and planter beds in downtown.*

*The Board is currently working on planning logistics for Phase II or the Butterfly/Public Art Project.*

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**Recreation Department**

**Tod Nichols, Recreation Manager**

**tnichols@hapeville.org – 404-669-2136**

**Department Highlights:**

*October 19, 2011 was an eventful day for the Hapeville Recreation Department. The day started with the Department hosting The Service League's 61st Annual Fashion Show. Attendees were treated to the latest fall fashions provided by Belk clothing store and the models were fellow Hapeville citizens and employees. Lunch was provided and served by the Service League immediately following the program.*

*Later that evening the Recreation Department received several awards at the 2011 Georgia Recreation and Park Association Fourth District Awards Banquet in Heard County. Two of the awards were for programs with one in the "Special Population" category for the Department's High Steppin Hornets Senior section program, the other was in the "Special Events" category for our First Annual Cinco De Mayo Celebration. It was a tribute to the hard work and planning that Program Coordinator Holli Stephens does for the Department's programming throughout the year.*

*Our third award was for the "Volunteer of the Year" award and that was presented to Mr. Daryl Smith who no longer resides in the City of Hapeville but still returns to coach our youth year round in baseball, basketball and football. He has led our 13/14 boys to the GRPA State Championship the last three years and winning all three.*

*Congratulations also to Athletic Coordinator Alan Dotson who was elected GRPA's Fourth District Athletic Chairman to begin his term in 2014. He will serve on the State's Athletic Board beginning in 2012.*

**Athletic Division:**

*The Youth Football regular season has come to a conclusion on October 29, 2011. The Recreation Department will be hosting first and second round Youth Football Alliance playoff games on November 5th and 12th beginning at 10:00 a.m. Congratulations to the 9 year old, 10 year old and 11 year old Hornets for earning a playoff berth.*

*Youth Basketball registration for ages 3 - 14 is ongoing through November.*

**Programs:**

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

*The Busy Bee program continues to meet weekly (Monday thru Friday) from 2:30 to 6:30. Currently there are 21 students in the program made up from those who attend Hapeville Elementary, Main Street Academy and St. John the Evangelist.*

*Zumba classes are held on Monday, Tuesday, and Saturday.*

*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 – 7:00 p.m. on the same days.*

**Seniors:**

*The Pleasant Hours Club held their monthly meeting on October 5th at the Hoyt Smith Conference Center. On October 26, 2011 the group took a trip to Jaemore, Georgia to visit Jaemore's Apple Farm.*

*Our High Stepping Hornets continue to walk every Tuesday, Thursday, and Friday at Southlake Mall from 7:45 – 9:00 a.m. 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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**Finance Administration**  
**Mike Clark, Finance Director**  
**mclark@hapeville.org 404-669-2118**

**Property Tax Collections for 2011** thru October 27, 2011, amounted to \$3,400,000 or approximately 88% of the total billed. Property taxes were due on October 24, 2011.

**Property Taxes Received After October 24, 2011**, are considered late and, by ordinance, subject to both a 10% late fee and lien.

**Total General Fund Expenditures** thru September 2011 amounted to approximately \$2,912,922. The budget on average for the three month period was \$3,512,276.

**The Annual Financial Audit** for the year ended June 30, 2011, is in progress. J.K. Boatwright, CPAs is conducting the audit.

**The Court Services Department** moved into Central Cashiering in City Hall from the Police Headquarters Building during September 2011.

#### **Water Accounts**

Commercial     1  
Residential    33

#### **Occupational Tax Permits**

William Craig Salon 751 Virginia Ave  
Super A Mart at 3266 Dogwood Dr.

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#### **Administrative Services**

**Jennifer Elkins, Acting City Clerk**  
**jelkins@hapeville.org - 404-669-2100**

#### **City Clerk**

*Upcoming Meetings:*

*Alcohol Review Board – November 17, 2011 at 6:00 p.m.*

*Board of Appeals – November 17, 2011 at 6:00 p.m.*

*Design Review Commission – November 16, 2011 at 6:00 p.m.*

*Hapeville Development Authority – November 3, 2011 at 6:00 p.m.*

*Main Street Board – November 21, 2011 at 6:00 p.m.*

*Mayor and Council – November 1, 2011 at 6:00 p.m. at Hapeville Municipal Court and  
November 15, 2011 at City Hall*

*Planning Commission – November 8, 2011 at 6:00 p.m.*

*Please note that attendees at meetings held at City Hall are asked to enter through the Conference Room Entrance located at the rear of the building.*

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

*If you are interested in serving on a Board or Commission, applications can be found online at [www.hapeville.org](http://www.hapeville.org) on the City Clerk's page or at City Hall.*

**Open Records Request**

*1 Open Records Requests were processed.*

**Human Resources**

*Attended ARC Lunch-n-Learn Wellness Programs.*

*The City is currently accepting applications for the position of Part-Time Custodian. Applications are available online ([www.hapeville.org](http://www.hapeville.org)) or at City Hall.*

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