



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 30 pre-fire plans, 30 inspections, 3 plan reviews, and 80 blood pressure checks. This month 5 Firefighters visited Hapeville Elementary and participated in Read-A-Thon with children of different grades. Two of our Firefighters attended the Hazmat Operation Training at the Georgia Public Safety Training Center. 19 citizens completed CPR training conducted by our Firefighters.

Fire Station #1 - 3468 North Fulton Avenue

Fire Call Statistics

<i>Auto Accidents</i>	<i>1</i>
<i>Auto Accidents w/injuries</i>	<i>1</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>1</i>
<i>Hazardous Conditions</i>	<i>5</i>
<i>Trees Down</i>	<i>1</i>
<i>Elevator Rescue</i>	<i>0</i>
<i>Wires Down</i>	<i>0</i>
<i>Other Responses Citizen Assist</i>	<i>2</i>
<u><i>Total Calls at Station #1</i></u>	<u><i>63</i></u>

Fire Station #2 - 870 S. Central Avenue

Fire Call Statistics

<i>Auto Accidents</i>	<i>0</i>
<i>Auto Accidents w/injuries</i>	<i>0</i>
<i>EMS</i>	<i>37</i>
<i>Fire</i>	<i>2</i>
<i>Fire Alarm</i>	<i>1</i>
<i>Mutual Aid (Given)</i>	<i>0</i>
<i>HazMat</i>	<i>0</i>
<i>Hazardous Conditions</i>	<i>3</i>
<i>Trees Down</i>	<i>0</i>
<i>Wires Down</i>	<i>0</i>
<i>Gas Leaks</i>	<i>0</i>
<i>Citizen Assist</i>	<i>2</i>
<i>Other Responses</i>	<i>3</i>
<u><i>Total Calls at Station #2</i></u>	<u><i>48</i></u>

Total Average Response Time minutes 2:29

Police Department
Rick Glavosek, Police Chief
rglavosek@hapeville.org – 404-669-2150

From October 16, 2011 to November 15, 2011, the Police Department answered (627) calls for service. There was (1) report of Assault, (4) Residential Burglaries, (1) Commercial Burglary, (0) Robberies, and (25) Larcenies.

The Department closed (45) cases with arrests and issued (6) additional arrest warrants. There were (354) citations written and an average (3:38) minute response time to calls .

The Detective Division received (62) new cases and cleared (2) cases with arrests. The Division obtained (12) arrest warrant and (9) 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 (167) new calls for service, of which (54) were animal incidents and (113) were code compliance issues. The Unit closed (91) cases with compliance and issued (11) citations for code violations.

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

240 Arnold Street

Electrical Permits

1155 Virginia Avenue Suite L
3580 Atlanta Avenue
835 Custer Street
590 Marina Street
3480-B Orchard Street
240 Arnold Street

Tree Permits

3409 Louise Street
3332 Old Jonesboro Road

HVAC Permits

3307 Russell Street
240 Arnold Street

Plumbing Permits

3266 Dogwood Drive
856 Virginia Avenue
3580 Atlanta Avenue
801 Doug Davis Drive Suite A

Economic Development

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

City Events Planning-please visit www.hapeville.org for events information.

November 22: hosted the Hapeville for the Holidays Event, despite the rain during the later portion of the event, Santa visited with over 100 children and their families who enjoyed hot cocoa, face painting, and crafts at the Depot rain location!

Department/HATT Activities

South Arts Film Festival film screenings and receptions with the filmmakers continued in November with "Ahead of Time," with over 100 in attendance. Film events in the winter and spring will continue to 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 Saturday, February 11 Film is "Barbershop Punk," a film that examines critical issues regarding citizen rights and the internet through a landmark case. Visit: www.barbershoppunk.com/

Sign Program Maintenance: A-frame/sidewalk signs will be removed for scheduled repairs.

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

Finalized install and training project of A/V equipment for Christ Church and Carriage House.

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

Attended ARC Community Planning Academy 101 Training.

Coordinated in-house Planning & Zoning administrative tasks with City Planner.

Main Street Board Activities

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

Planter Program inventory completed and downtown planter beds planted.

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

The Board is currently working on planning for the following projects: Artist Recruitment for Phase II of the Butterfly/Public Art Project and on development of the Business Recruitment Package.

Recreation Department

Tod Nichols, Recreation Manager

tnichols@hapeville.org – 404-669-2136

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:

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.

Finance Administration

Mike Clark, Finance Director

mclark@hapeville.org 404-669-2118

Property Tax Collections for 2011 thru November 2011 amounted to \$3,556,000 or approximately 92% of the total taxes billed. Property taxes were due on October 24, 2011.

Total General Fund Expenditures thru October 2011 amounted to approximately \$4,331,288. The budget on average for the four month period was \$4,390,345.

The Annual Financial Audit for the year ended June 30, 2011, is in progress. J.K. Boatwright, CPAs expects to conclude the audit during the month of December.

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.

Administrative Services

Jennifer Elkins, Acting City Clerk

jelkins@hapeville.org - 404-669-2100

City Clerk

Upcoming Meetings:

Alcohol Review Board – December 15, 2011 at 6:00 p.m.

Board of Appeals – December 29, 2011 at 6:00 p.m.

Design Review Commission – December 21, 2011 at 6:00 p.m.

Hapeville Development Authority – December 8, 2011 at 6:00 p.m.

Main Street Board – December 19, 2011 at 6:00 p.m.

Mayor and Council – December 6, 2011 at 6:00 p.m. at Hapeville Municipal Court

Planning Commission – December 13, 2011 at 6:00 p.m.

The Mayor and Council have cancelled the December 20th mid-month meeting and rescheduled the January 3rd meeting to January 10th due to the Holiday Season. The January 10th meeting will be held at the Hapeville Police Department at 700 Doug Davis Drive.

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 for further information.

If you are interested in serving on a Board or Commission, applications can be found online at www.hapeville.org on the City Clerk's page or at City Hall.

Open Records Request

2 Open Records Requests were processed.

Human Resources

The City is currently accepting applications for the position of Part-Time Maintenance Worker. Applications are available online (www.hapeville.org) or at City Hall.
