



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 had 25 fire inspections, 5 plan reviews, 105 blood pressure checks, 1 fire investigation, 2 burn permits were issued, 80 hours of Firefighters on patrol and 2 fire drills were conducted. The Department participated in the Hapeville Elementary Veterans Day celebration. Members of the Department provided blood pressure checks at the Wells Fargo Atlanta Operations Center for about 50 employees. Eight members of our team were involved in Rope Rescue Training. All three shifts conducted boot drives to collect funds for the yearly Toys for Kids project. Firefighters on duty were involved in the City Tree Lighting Ceremony by providing transportation for Santa and Mrs. Claus during the event. A total of \$3,443.07 funds were collected. Two members of the Department, while responding to a call, made visual contact and provided physical description to police officers of a perpetrator on the run, which lead to an arrest shortly thereafter.

Fire Station #1 - 3468 North Fulton Avenue

Fire Call Statistics

<i>Auto Accidents w/o injuries</i>	<i>0</i>
<i>Auto Accidents w/injuries</i>	<i>1</i>
<i>EMS</i>	<i>59</i>
<i>Fire</i>	<i>2</i>
<i>Fire Alarm</i>	<i>2</i>
<i>Mutual Aid (Given)</i>	<i>0</i>
<i>Gas Leak</i>	<i>0</i>
<i>Hazardous Conditions</i>	<i>0</i>
<i>Trees Down</i>	<i>0</i>
<i>Elevator Rescue</i>	<i>0</i>
<i>Wires Down</i>	<i>1</i>
<i>Other Responses Citizen Assist</i>	<i>2</i>
<u><i>Total Calls at Station #1</i></u>	<u><i>67</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>1</i>
<i>EMS</i>	<i>46</i>
<i>Fire</i>	<i>1</i>
<i>Fire Alarm</i>	<i>3</i>
<i>Mutual Aid (Given)</i>	<i>0</i>
<i>HazMat</i>	<i>0</i>
<i>Hazardous Conditions</i>	<i>0</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>0</i>
<i>Other Responses</i>	<i>0</i>
<i>Elevator Rescue</i>	<i>0</i>
<u><i>Total Calls at Station #2</i></u>	<u><i>51</i></u>

Total Average Response Time minutes 2:50

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

In the month of November, the Police Department answered (501) calls for service. There were (5) reports of Assault, (16) Burglaries, (5) Robberies, (11) Auto Thefts, and (54) Other Larcenies.

The Department closed (52) cases with arrests and issued (10) additional arrest warrants. There were (384) citations issued, (249) Traffic, (49) General Citations and (32) Parking in an average (3:59) minute response time to calls .

The Detective Division received (73) new cases, obtained (4) warrants, and cleared (7) cases with arrests. The unit currently has (51) active or assigned cases and they closed (27) cases.

Uniform Personnel continue to receive daily roll-call and in-service training on topics such as Legal Reviews, Suspicious Person calls, Security & Integrity, Pursuits, Use of Force Policy, and Taser Recertification. Officers continue to receive daily training in the areas of the city ordinances, state criminal and traffic laws, and the Department's Standard Operating Procedures.

Code Enforcement handled (113) new calls for service, of which (36) were animal incidents, (1) Alcohol Offenses, (0) Graffiti, (0) Information for Officer, and (77) were code compliance issues. No citations were issued.

The Department currently has extra patrols on the street to deter and detect criminal activity during this month.

TIP:

Please avoid being a victim throughout the Holiday season!

- 1. Always be aware of your surroundings while shopping and anytime you're out in public.*
- 2. Always travel in groups and be patient with the extra crowds and holiday traffic.*
- 3. Never leave your vehicle running unattended, even to warm it up in inclement weather.*
- 4. Don't advertise electronic purchases by leaving discarded boxes outside to be picked up.*
- 5. Make sure someone is watching your house while you're away.*
- 6. Keep your identification and credit cards close and protected.*
- 7. Monitor credit bureaus regularly to identify any changes to your personal information quickly.*
- 8. Avoid being scammed by phony sales people or contractors soliciting business by phone or going door to door.*

If you have any questions about these or any other areas of concern, don't hesitate to call the police department at (404)669-2111. In the event of an emergency always dial 911!

Community Services
Lee Sudduth, Interim Director
lsudduth@hapeville.org – 404-669-2120

Work will begin in December on the Depot Renovation TE Project. This project will consist of renovating the existing Depot and adding a new plaza area on the outside of it with landscaping, lighting and a fountain.

Work has started on the I-75 LOGO Beautification Project. This landscaping project will consist of new trees, plants and sod.

Work has started on the Marta Bus Shelter Project. The City received a non matching grant in the amount of \$164,000 for replacement of 10 Bus Shelters and sidewalk improvements around the shelters.

Building Permits

3025 Commerce Way
45 Central Park Drive
603 North Central Avenue
488 Lake Drive
3277 North Whitney Avenue
461 North Central Avenue
3105 Grove Circle
3417 Northside Drive
3425 Meadow Road
639 Coleman Street

Electrical Permits

243 Maple Street
761 South Central Avenue
3283 Russell Street
832 Virginia Avenue, Suite C

Plumbing Permits

3418 Dogwood Drive
3445 Louise Street
603 North Central Avenue

Mechanical Permits

3550 Atlanta Avenue
490 North Avenue
243 Maple Street

Tree Permits

243 Colorado Avenue
3643 Union Avenue
51 Central Park Drive
3288 Russell Street
3139 Old Jonesboro Road

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.

Thanks:

Special thanks to all of the community members who attended November's South Arts Film screening and the Tree Lighting in the Park events!

Save the dates:

February 16 - South Arts Film Series

February feature film is "Girl Model" a documentary that follows a young model and the scout that discovered her through the harsh and unregulated world of international modeling industry. Free Admission. Hapeville Historic Christ Church & Carriage House. 6 p.m. Reception with the Filmmaker, 7 p.m. Film Screening. The series is funded in part by a grant supported by the National Endowment for the Arts. Note: some films may be for mature audiences. Please visit the Hapeville website to read about the 2 more films coming to Hapeville this Spring!

Department/HATT Activities

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

Produced City Newsletter, web updates, and all departmental related advertising and promotional materials. NEW in JANUARY! The Hapeville Hometown News will have a new look, with a Community Calendar. Submission deadlines remain the 15th of the month prior to the publication date. An on-line form has been set up for the use of community members who wish to submit events. The newsletter articles will feature City news and happenings.

Assisted businesses with information and assistance regarding local and state incentives and programs.

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

Represented City at various regional government, business, and development functions.

Preparing for upcoming South Arts Film Series grant application deadline.

Coordinating annual business appreciation mailer.

Main Street Board Activities

The Board meets the 3rd Monday of each month at 6:00 p.m. in City Hall (The October Meeting will be held upstairs). Phase II of the "Hapeville Arts Mural" is underway. Board volunteers are assisting with the South Arts Film series. The downtown planters and planter beds were seasonally refreshed and all partner businesses have been reminded of best practices for the plant care.

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

Athletics:

The Athletic Division hosted the Youth Football Alliance first and second rounds of the 2012 playoffs. The 11 year old Hapeville Hornets made it to the championship game on November 17th at Tri - Cities High School. Although the team fell to the Central Dekalb Jaguars by a score of 9 - 7, the team had a fantastic season and great run in the playoffs.

Youth Basketball registration is underway for boys and girls ages 4 - 14. The cost is \$85.00 for Hapeville residents. League play begins in January. Call 404-669-2127 for more information.

Programs:

On November 17, 2012 the members of the newly formed group "Bucket List" went horseback riding at the Chattahoochee Stables in Helen, Ga.

The Busy Bee After School group continue to meet daily from 2:30 p.m. to 6:30 p.m.

Seniors:

The Pleasant Hours Club held their monthly meeting on November 7, 2012 at the Hoyt Smith Conference Center. Their next meeting is December 7, 2012 at 10:00 a.m. at the center. A Senior Appreciation Christmas luncheon will be provided after the meeting. All Hapeville Senior Citizens are invited.

On November 28, 2012 our High Steppin Hornets and What's For Lunch groups took a trip for lunch at the Blue Willow Inn located in Madison, Georgia.

Our High Stepping Hornets continue to walk every Tuesday, Thursday, and Friday at Southlake Mall from 7:45 – 9:00 a.m.

IT and Communication

Corey Daniel, IT Manager -Interim
cdaniel@hapeville.org- 404-669-2167

IT and Communications has continued to focus on expanding the City of Hapeville's technology and communications infrastructure. The IT and Communications Department will continue to implement programs and services that will help provide staff with the ability to provide better service to the citizens of Hapeville.

Police Department : *Assisting the Department with the implementation of Mobile forms for Spillman. Also and assisting with the APS project of automatically uploading Citations into Incode.*

The Network Infrastructure: A network assessment will be performed on the network top down regarding vlans, switch configurations, port descriptions, spanning tree, and diagram to provide better access to resources and use of bandwidth.

Wifi Expansion : Brightlan is halfway through the poles installation (15 of 16 metal city poles are completed). They are waiting on GA Power tap up. They hope to have GA Power wood poles completed by next week 12/7. GA Power will more than likely do all the taps at one time.

Finance Department : Working on implementation of the Web based -Tax Digest viewing.

Bill Johnston, Planning and Zoning Consultant
Strategic Planning Initiatives, LLC
Spi llc@bellsouth.net 404-684-6588

Planning Commission, Nov 13, 2012: Forwarded a recommendation of approval of a text amendment that would exempt developed properties from (1) parking requirements, (2) minimum and maximum floor area and (3) sidewalk widths found in the Architectural Design Standards. The historic "as built" condition of the property would be enforced and would represent compliance with the Ordinance as to these standards. A second text amendment that pertains to re-establishment of nonconforming uses and structures as well as criteria for determining abandonment was tabled until the December meeting.

Design Review Committee, Nov 14, 2012: Approved a dwelling addition and accessory building at 421 King Arnold Street subject to approval of variances by the Board of Appeals

Board of Appeals, Nov 15, 2012, denied application for a variance to allow a 1,200-square foot accessory building at 421 King Arnold Street

Other planning and zoning topics:

- a. New South Construction is finalizing the landscaping installation at 3640 Union Avenue and expects to announce an Open House soon.
- b. Chick-fil-A is proceeding with the parking lot expansion at 466 King Arnold.

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

2012 City Property Tax Bills were due on November 5, 2012. Property taxes collected thru November 30, 2012, amounted to \$3,705,000. 2012 taxes outstanding amount to \$250,200 as of November 30, 2012.

Delinquent Property Taxes from before 2012 as of November 30, 2012, amounted to approximately \$184,896. The City is working with Government Tax Services, LLC (GTS) to reduce the amount of outstanding property taxes. GTS coordinated a delinquent tax sale on December 4, 2012, and collected approximately \$30,000 in back due taxes. The City has collected \$216,784 of delinquent taxes during the current year.

Total General Fund Expenditures for the five months ended November 30, 2012, amounted to approximately \$4,605,000. The annual budget on average for five months is \$4,939,700.

Water Accounts

Commercial 1

Residential 33

Administrative Services

Jennifer Elkins, City Clerk

jelkins@hapeville.org - 404-766-3004

City Clerk

Upcoming Meetings:

Alcohol Review Board – December 20, 2012 at 6:00 p.m.

Board of Appeals –December 27, 2012 at 6:00 p.m.

Development Authority - December 6, 2012 at 6:00 p.m.

Design Review Commission – December 19, 2012 at 6:00 p.m.

Main Street Board – December 17, 2012 at 6:00p.m.

Mayor and Council –December 18, 2012 at 6:00 p.m. at City Hall Conference Room

Planning Commission - December 11, 2012 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 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

5 Open Records Requests were processed.

Human Resources

The City is currently accepting applications for the position of Police Officer, and Seasonal Recreational Aide. Applications are available online (www.hapeville.org) or at City Hall.
