



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**

All three shifts have been working on their core competencies to maintain certification as required by State Standards and Training. The Department had 30 fire inspections, 3 plan reviews, 4 fire investigations, 90 blood pressure checks, 1 burn permit issued, 37 pre-fire plans and 132 hours of firemen on patrol. The Department met with City of Atlanta and all Metro Fire Departments concerning Mutual Aid Agreements. One person completed his NPQ (National Professional Qualifications) Hazardous Materials Technician course. Nine personnel completed a 10 hour course: The Art of Reading Smoke. All three shifts attended "Fire Departments Safety & Railcar Orientation" class for MARTA at the rail yard.

Fire Station #1 - 3468 North Fulton Avenue

Fire Call Statistics

| | |
|----------------------------------|-----------|
| Auto Accidents w/o injuries | 0 |
| Auto Accidents w/ injuries | 4 |
| EMS | 48 |
| Fire | 2 |
| Fire Alarm | 5 |
| Mutual Aid (Given) | 0 |
| Gas Leak | 1 |
| Hazardous Conditions | 1 |
| Trees Down | 0 |
| Elevator Rescue | 0 |
| Wires Down | 0 |
| Other Responses Citizen Assist | 3 |
| <u>Total Calls at Station #1</u> | <u>64</u> |

Fire Station #2 - 870 S. Central Avenue

Fire Call Statistics

| | |
|----------------------------------|-----------|
| Auto Accidents | 1 |
| Auto Accidents w/ injuries | 2 |
| EMS | 30 |
| Fire | 4 |
| Fire Alarm | 3 |
| Mutual Aid (Given) | 1 |
| HazMat | 1 |
| Hazardous Conditions | 0 |
| Trees Down | 0 |
| Wires Down | 1 |
| Gas Leaks | 0 |
| Citizen Assist | 0 |
| Other Responses | 3 |
| Elevator Rescue | 0 |
| <u>Total Calls at Station #2</u> | <u>46</u> |

Total Average Response Time minutes 3:014

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

In the month of May, the Police Department answered (543) calls for service. There were (6) reports of an Assault, (4) Burglaries, (3) Robberies, and (41) Other Larcenies.

The Department closed (31) cases with arrests and issued (38) additional arrest warrants. There were (416) citations written and an average (3:00) minute response time to calls.

The Detective Division received (35) new cases and cleared (1) cases with arrests. The Division obtained (5) arrest warrants, (15) Search Warrants and (29) cases were closed without leads.

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

The Department assisted the Secret Service with a Presidential Detail twice this month.

The Department is also looking forward to hosting Safetyville, June 11-15 from 10:00a.m.-12:30p.m., and the Citizen's Police Academy this coming July.

Code Enforcement handled (191) new calls for service, of which (35) were animal incidents and (156) were code compliance issues. The Unit closed (132) cases with compliance and issued (17) citations for code violations.

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

Please check the city website for information on changes to the Flood Insurance Rate Map.

Work has been completed on the Virginia Avenue/Doug Davis TE project. This project included new sidewalks, brick pavers, lighting, and landscaping.

The Atlanta Gas Light company is replacing gas mains on N. Central Avenue and S. Central Avenue. This work will be ongoing until sometime in the fall. They will have signage out with their phone number if you have any questions or complaints.

The Virginia Avenue Gateway Streetscape has been completed. This project included new landscaping, lighting, new sidewalks and brick pavers.

Building Permits

3390 Old Jonesboro Road
3440 North Fulton Avenue
689 North Avenue
3169 Oakdale Road
3399 Old Jonesboro Road

Electrical Permits

689 North Avenue
492 Lake Drive
1005 Virginia Avenue Suite 100
216 Barton Drive

HVAC Permits

461 North Central Avenue
689 North Avenue
1005 Virginia Avenue Suite 100
3169 Oakdale Road

Tree Permits

318 Northwoods Place
550 Woodrow Avenue
3349 Old Jonesboro Road
3339 Northside Drive
3303 Lavista Drive
3305 Lavista Drive
215 Maple Street
3247 Lavista Drive

Plumbing Permits

3371 Old Jonesboro Road
516 King Arnold Street
1005 Virginia Avenue Suite 100
882 Custer Street

Demolition Permits

955 Virginia Avenue
3240 Lake Avenue

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.

Event planning is ongoing activities included: mailing of event sponsorship acknowledgement letters, Memorial Day Service planning--thank you to our volunteers (see Memorial Day Service photos on the web), Happy Days Festival artist vendor recruitment, and general planning for following upcoming events.

Save the dates of:

June 15th: the Movie Night Series! Final movie night of the summer series, Zookeeper, the #1 Voter's Choice Film 7:30 p.m., with film shown at dusk, Hapeville Football Field.

July 20th - Downtown Live Concert Series begins, 3rd Fridays of July - October, 7 to 11 p.m. in Jess Lucas Park! New this year, on-line vendor applications! Visit the City's website to sign-up to be a vendor and to check-out band line-ups!

Department/HATT Activities

South Arts Independent Film Series Update: grant report for 2011 currently being prepared.

Hosted site/informational visit for the GA Center of Innovations Logistics Group.

Maintained the Historic Christ Church Building rental log and coordinated venue showings/rentals and handled inquires. Currently researching policies and procedures for best practices in the field.

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

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

Main Street Board Activities

The Board meets the 3rd Monday of each month at 6:00 p.m. in the City Hall conference room.

The Board is currently working on planning for the following projects: finalized research for the installation sites and concept design for public art project/mural installation for review of Mayor and Council. South Arts Film Festival--volunteers attended film review activities and are also reviewing circuit films on-line/at home. Business Recruitment--informational site visit to market in Columbus, GA. Budget preparation/planning for next fiscal year for presentation to Mayor and Council.

Recreation Department

Tod Nichols, Recreation Manager

tnichols@hapeville.org – 404-669-2136

Athletics:

Youth Baseball, Softball and Soccer season came to a close with closing ceremonies and a park - wide cookout on May 19, 2012. Out of 12 youth teams that Hapeville had participate in league play for baseball and softball, eight made the playoffs in their respective divisions. Congratulations and good luck to the teams!!

The CoEd Softball leagues are underway. League play takes place on Monday and Tuesday at the George Hudson field. Contact 404-669-2132 for game times.

Registration for Youth Cheerleading and Football are underway. Please contact 404-669-2127 for further information.

Programs:

On May 5, 2012 the Recreation Department hosted our second annual Cinco de Mayo Festival. This year the festival attracted over 300 people that came to enjoy some authentic Mexican cuisine, music, arts and crafts and a soccer tournament. Be on the look out for next year's festival as this is one of our fastest growing events!

Our Busy Bee After School Club had it's final meeting on May 18, 2012.

The Busy Bee Summer Camp registration has ended with camp ready to begin on June 4, 2012.

Seniors:

On May 2, 2012 The Pleasant Hours Club held their monthly meeting at the Hoyt Smith Center. The group will take a break in meetings for the months of June and July and will resume their meetings in August.

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.

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.

Ironsky: *The Ironsky server relocated from the Police Department Server room to the City Hall Server room for observation of delay in the video streaming. Thus far, the server seems to be working very well based on my observation. I will continue to monitor the video for any inconsistencies.*

Community Service: *Installed the Unipro Software for the Department so that the water meter data can be uploaded via usb.*

Mobile Units (Police & Fire): *Currently, in the process of upgrading the mobile units wireless devices from Sprint 595 Aircards to Merlin CC208 cards with 4G speed. The new cards will provide more broadband speed with faster downloads.*

Planning and Zoning

Bill Johnston, Consultant
spi_llc@bellsouth.net - 404-684-6588

Bike/Ped Park Master Plan Status:

Survey and data gathering process is complete. Public involvement process is partially complete, with two steering committee meetings and the public charrette completed. Preliminary concept-level recommendations for bicycle and pedestrian improvements were presented to the steering committee and discussed in detail to obtain general consensus

prior to draft plan preparation. There will be an additional meeting on Saturday, June 9 with the Virginia Park Neighborhood Association to discuss park property in Virginia Park (at invitation of Association President). There will be an additional steering committee meeting to review the draft that is currently being developed. The plan will be organized as a single document for bike/ped/parks with the bike/ped portions completed first and parks to follow soon after.

Planning Commission:

The city planner was tasked with identifying those approvals decided by Planning Commission that do not require public notice in the form of a written correspondence. Here is a brief summary of the findings:

Planning Commission is authorized to approve applications for certain uses in various zoning districts. These uses are identified by zoning district. Presumably, the uses have the potential to adversely impact neighboring properties and the purposes of the Ordinance. Accordingly, the objective of this is to alert Mayor and Council of the need for supplemental public notification to precede deliberations by Planning Commission. A secondary objective is to inform Planning Commission Members of the wide range of authority of the Commission and of such uses in certain districts. An example of this authority is found in Sec. 93-2-16. - Site plan review. Finally, a recommendation concerning an appropriate public notice method is offered. This assignment is on-going.

Finance Administration

Mike Clark, Finance Director

mclark@hapeville.org 404-669-2118

Property Tax Collections for the 2011 Tax Digest thru May 30, 2012, amounted to \$3,825,701. Uncollected 2011 property taxes amounted to \$140,769 as of May 30, 2012. The City is working with Government Tax Services, LLC to reduce the amount of outstanding property taxes for 2011 and earlier years.

Total General Fund Expenditures thru April 2012 amounted to approximately \$9,641,601. The annual budget is \$10,541,828.

The Annual Budget for Fiscal Year 2012-2013 is completed in first-draft form. Significant changes to the first-draft will be considered by City Management leading up to scheduled public hearings on June 11, 2012.

A Preliminary 2012 Tax Digest was issued by the Fulton County Tax Assessor's Office. The preliminary digest showed that residential property values continued to decline from 2011 but that commercial property values increased by almost the same amount. The net result is a total digest that shows a moderate decrease in property taxes from the previous year. The City will consider the preliminary nature of the digest as it undergoes the budget process.

The Georgia Municipal Association was selected by the Mayor and Council to perform compliance audits pertaining to the remittance of Hotel Motel Taxes and Mixed Drink Taxes. The audits are expected to begin during the month of June 2012.

Water Accounts

Commercial 3
Residential 36

Occupational Tax Permits

Kreativity Palace Salon 627 North Central Ave.
New Life Tech. Academy 1003 Virginia Ave.
Community Care Service., LLC 3066 Hope St.
David B. Burt, INC. 918 Margaret St.
Dogwood Central Back Alley 3445 Dogwood Dr.
Wireless Time GA. LLC 3451 Dogwood Dr.
Bear Supply 3302 Dogwood Dr.
Paradise Services .org 455 Oak Dr.

Administrative Services

Jennifer Elkins, City Clerk
jelkins@hapeville.org - 404-766-3004

City Clerk

Upcoming Meetings:

Alcohol Review Board – June 21, 2012 at 6:00 p.m.
Board of Appeals – June 28, 2012 at 6:00 p.m.
Design Review Commission – June 20, 2012 at 6:00 p.m.
Planning Commission - June 12, 2012 at 6:00 p.m.
Hapeville Development Authority – June 7, 2012 at 6:00 p.m.
Main Street Board – June 18, 2012 at 6:00p.m.
Mayor and Council – June 5, 2012 at 6:00 p.m. at Hapeville Municipal Court and June 19, 2012 at 6:00 p.m. at City Hall

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

7 Open Records Requests were processed.

Human Resources

The City is currently accepting applications for the position of Police Officer, Accounting Manager, and Information Technology Manager. Applications are available online (www.hapeville.org) or at City Hall.

The Department conducted interviews for Seasonal Recreational Aide and hired 2 Recreational Aides.
