



## 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 29 fire inspections, 12 new constructions and site visits, 15 pre-fire plans, 82 blood pressure checks and 93 hours of Firefighters on patrol. All 3 shifts were trained on report writing. The Community Emergency Response Team completed their training and 13 members of the community were certified.*

*Fire Station #1 - 3468 North Fulton Avenue*

Fire Call Statistics

Auto Accidents w/o injuries	1
Auto Accidents w/injuries	2
EMS	60
Fire	4
Fire Alarm	3
Mutual Aid (Given)	0
Gas Leak	2
Hazardous Conditions	0
Trees Down	4
Elevator Rescue	0
Wires Down	0
Other Responses Citizen Assist	3
<u>Total Calls at Station #1</u>	<u>79</u>

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

Fire Call Statistics

Auto Accidents	0
Auto Accidents w/injuries	2
EMS	40
Fire	5
Fire Alarm	1
Mutual Aid (Given)	0
HazMat	0
Hazardous Conditions	0
Trees Down	0
Wires Down	0
Gas Leaks	0
Citizen Assist	0
Other Responses	0
Elevator Rescue	1
<u>Total Calls at Station #2</u>	<u>49</u>

*Total Average Response Time minutes 2:51*

### Police Department

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

*In the month of June, the Police Department answered (617) calls for service. There were (3) reports of Assault, (7) Burglaries, (2) Robberies, (34) Larcenies to include (21) Entering Auto, (2) Stolen Vehicles and (11) Thefts. The Department made (39) arrests. There was a total of (317) tickets to*

include (244) Traffic tickets, (47) General and (26) Parking. An average of (2:28) minute response time to calls.

The Detective Division received (52) new cases, obtained (3) felony arrest warrants, (1) Search Warrants and cleared (4) cases with arrests. The unit currently has (30) active or assigned cases and closed (47) cases this month. The unit also hosted the South-side Investigators meeting this month.

Department Personnel continue to receive daily roll-call and in-service training on topics such as National Accreditation and State Certification, Legal Updates, Supervision Training, Police Tactical Rifle, Domestic Violence, Juvenile Offenders, Recertification on Terminal Operator, Security and Integrity, Suspicious Person calls, Standard Operating Procedure, and other police related topics.

The Department successfully filled vacancies in communications, uniform patrol, and code enforcement.

Code Enforcement handled (182) new calls for service, of which: (82) for tall grass, (46) were animal incidents, (31) for outside storage violations, (4) for parking on the grass, and (19) were other code compliance issues. The unit wrote (0) citations and gained compliance in (55) tall grass cases.

The Police Department's non-emergency number is (404) 669-2111. In the event of an emergency dial 911!

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### **Community Services**

**Lee Sudduth, Interim Director**

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

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

The Department has four streetscape projects that are currently in the engineering stage. They are as follows: **N. Central Avenue** from N. Whitney to Dearborn, **Dogwood Drive** from S. Central to N. Avenue, **Loop Road Access** which includes Atlanta Avenue, Rainey, Union and parts of Virginia Avenue, and the **Rail Facilities Project** which includes all of the railroad right of way. The engineering is complete on the **N. Fulton Ave. Streetscape Project** and the Department hopes to be under construction sometime this year.

The Georgia Department of Transportation has awarded the City of Hapeville \$52,983.61 for the LMIG Program. This Local Maintenance and Improvement Grant replaced the LARP program that was used for paving of local roads. There is a required 30% match for this grant.

**Building Permits**

3289 Myrtle Street  
340 Porsche Avenue  
3100 Sylvan Road  
3313 Lavista Drive  
3578 South Fulton Avenue  
3290 Wheeler Street  
246 Colorado Avenue  
3413 Hamilton Avenue  
3381 Dogwood Drive  
3025 Commerce Way

**Tree Permits**

798 South Central Avenue  
3355 Northside Drive  
3090 Hope Street  
410 Walnut Street

**Electrical Permits**

734 North Avenue  
3333 Myrtle Street  
340 Porsche Avenue  
3124 Dogwood Drive  
3105 Grove Circle  
798 South Central Avenue  
479 Woodrow Avenue  
785 Virginia Avenue Suite A

**Mechanical Permits**

3578 South Fulton Avenue  
3440 North Fulton Avenue

**Plumbing Permits**

3440 North Fulton Avenue  
340 Porsche Avenue

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**Economic Development****Allie O'Brien, Main Street & Marketing Manager****aobrien@hapeville.org - 404-669-8269****City Events Planning Underway -please visit [www.hapeville.org](http://www.hapeville.org) for more events information.**

July 19th-- Downtown Live Concert Series Kick-off, featuring "The Foxes & The Fossils!" The series takes place the 3rd Friday of the months of July - October: July 19th, August 16th, September 20th and October 18th, from 7 p.m. to 11 p.m. at the Jess Lucas Y-Teen Park. Live bands and an assortment of food vendors. Free Admission and Parking.

Vending Opportunities! Sign-up now to participate in Downtown Live Concert Series and Hapeville Happy Days Festival. Vendor applications are available at [www.hapeville.org](http://www.hapeville.org)

T-Shirt Design Contest! The Department is looking for anyone in the Tri-Cities area 16 years of age or older to submit a design for the Annual Happy Days T-Shirt Design Contest. The Design for the 2013 Hapeville Happy Days Festival T-Shirt should reflect the spirit of the community. The deadline for all submissions is 5:00p.m. on Friday, August 30, 2013. Applications and rules are available at [www.hapeville.org](http://www.hapeville.org)

Special thanks to all of the 2013 Movie Night Series Sponsors and all of the residents who came out to support the series. The City hopes you enjoyed the series and is looking forward to seeing you again next year!

**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. The Hapeville Hometown News Submission deadlines remain the 15th of the month prior to the publication date. An online form has been set up for the use of community members who wish to submit events.*

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

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

*Currently planning to host the South Arts Film Festival for 2013-2014. The series will be hosted on Hapeville on Friday nights and local restaurants will be featured at the receptions with the Filmmakers. Dates and films will be announced in late July.*

### **Main Street Board Activities**

*The Board meets the 3rd Monday of each month at 6:00 p.m. in City Hall . The June meeting was canceled due to lack of quorum. The Main Street Manager presented the Board's work plan and budget request for FY-2013-2014 on behalf of the Board to Mayor and Council at the City Budget hearings.*

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### **Recreation Department**

**Tod Nichols, Recreation Manager**

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

### **Athletics:**

*Congratulations to our T - Ball and 8 Year Old Hapeville Hornets as they are Youth Baseball Alliance Champions! The T - Ball team, coached by Uriah Willis, posted an undefeated record for the 2013 season as they defeated the Union City Eagles for the championship. The 8 year old Hornets, coached by Eddie Miller and Carlos Slusher, had only one loss in the season and defeated our own Hornet 7 year old team for the title. Great job to all of the players, coaches, team moms, parents and supporters who made the season a very special one!*

*Registration is underway for Youth Cheerleading and Football. The Department will be having Fall Baseball this year as well. Please contact Alan Dotson at 404-669-2127 for more information.*

### **Programs:**

*The Busy Bee Summer Camp has began and meet daily from 7:30 a.m to 6:00 p.m. Some of the activities in the month of June were: Trips to the Perkerson Splash Pad, Fern Bank, Imagine It Museum, Phillips Arena for the Atlanta Dream season opening home game, Turner Field for a tour of the facilities, ATL Movies, Metro Lanes Bowling Alley, Hapeville Library as well as participation in Safetyville. The camp also has Zumba classes every Thursday morning as well as a talent show every Friday!*

*The Recreation Department also is an active participant in the State of Georgia Bright From The Start food program. If you know any youth citizens who wish to eat a free lunch, they are distributed from 12:30 p.m. to 1:00 p.m. at the Hoyt Smith Center Monday through Friday.*

**Seniors:**

*The Pleasant Hours Club will resume meetings in August 2013.*

*Our High Stepping Hornets will continue to walk every Tuesday, Thursday, and Friday at Southlake Mall from 7:45 – 9:00 a.m. beginning in August 2013.*

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**IT and Communication****Corey Daniel, IT Manager****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 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.*

*\* **Utility Billing:** Purchased Wireless phone headsets for the Department for the ability to multi-task when dealing with customers.*

*\* **VOIP:** The City's Call-Manager (phone system) is at end of life at ver4.2. Accepting competitive bids for an upgrade to ver7.1*

*\* **Police Dept:** Drobo storage unit dropping connection; Troubleshooting issue with vendor.  
- Wireless Access Point in court room signal is weak (troubleshooting).*

*\* **City Copiers:** Accepting proposals to upgrade all copiers.*

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**Finance Department****Jim Schuster, Finance Director****JSchuster@hapeville.org 404-669-2118****City Annual Budget: Compiled City budget for Fiscal Year 2014:**

- 1. Generated Budget preparation work sheets and personnel services worksheets for Department detailed budgets*
- 2. Loaded data to InCode system for summarization*
- 3. Included General Fund, Water and Sewer Fund, Capital Projects Fund, & Special Revenue Fund with respective revenues*
- 4. Summary and detail appropriations for all departments*
- 5. Final budget adopted by City Council*

**Month/Year End Closing:**

- 1. Reconciled many bank accounts beginning with October 2012*
- 2. Additions/deletions to General Fixed Assets*
- 3. Additions/deletions to All City Debt*
- 4. Updated Hapeville Development Authority accounts sufficient to produce a Fiscal 2014 Budget*
- 5. Development of workplan and assignment of duties for year-end closing*
- 6. Began review of all general Ledger account balances*
- 7. Prepare transactions needed to close June 30 year end*

### **Accounting and Billing**

1. Generate multiple payrolls for ~122 full time & 29 part time employees
2. Billing for ~6,000 Water & Sewer customers
3. Issued ~ 400 business licenses

### **Water Accounts**

Commercial 5  
Residential 36

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**Bill Johnston, City Planner**  
**Strategic Planning Initiatives, LLC**  
[Spi\\_llc@bellsouth.net](mailto:Spi_llc@bellsouth.net)  
**404.684.6588**

### **Planning Commission, June 11, 2013:**

- 421 King Arnold Street, Preliminary and Final Plat Approval
- Porsche Cars North America Subdivision, Preliminary and Final Plat Approval

### **Design Review Committee, June 19, 2013:**

- 215 Maple Street, addition of a front porch-approved with conditions
- "Removal for cause" policy was discussed
- Disconnect between approval and actual construction also discussed

### **Board of Zoning Appeals meeting, June 27, 2013**

- Canceled due to a lack of agenda items

### **Other planning and zoning actions:**

- 5 occupational tax permit applications were approved at (1) 1001 Virginia Avenue #202-Yoga Studio  
(2)1001 Virginia Avenue #314-Office Use, (3) 600 S. Central –Transportation Brokerage Office, (4) 631 North Central Avenue-Ministry Administration Office Use, (5) 3145 Dogwood Drive-Office Use
- Wall Signs Application at Staybridge Suites approved
- SF Comprehensive Transportation Plan Meeting held on June 21, 2013

### **Old Business:**

- Future Land Use Map designation being compare to text of plan in anticipation of a Plan amendment
- Subdivision Regulation Amendments to ordinance in progress
- Accessory Building Amendment to the ordinance in progress
- Sign Ordinance Amendment also in progress
- Stormwater Code Amendments had first reading before Mayor and Council

**New Business:**

- *Fulton County Development Authority Meeting held on June 26, 2013. FC seeking to unify the cities in a common economic development effort.*
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**Administrative Services**

**Jennifer Elkins, City Clerk**

**jelkins@hapeville.org - 404-766-3004**

**City Clerk**

*Upcoming Meetings:*

*Alcohol Review Board- July 18, 2013 at 6:00 p.m.*

*Board of Appeal- July 25, 2013 at 6:00 p.m at Municipal Court*

*HATT- July 16, 2013 at 7:30 p.m. at Municipal Court*

*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**

*8 Open Records Requests were processed.*

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