



**April 2024 Department Reports
(March's Information)**

**To: Tim Young, City Manager
Mayor and Council
Citizens of the City of Hapeville**

FIRE DEPARTMENT:

David Bloodworth, Fire Chief

dbloodworth@hapeville.org (404)669-4399

During the month of March, our department conducted 43 inspections. Recertified Fire Department personnels National Pediatric Life Support. The Fire Department completed 1,174 Hours of training and assigned 20 Fire Department personnel classes for this month. Incident Safety Officer-16 hrs. Crash Victim Extrication 1-16 hrs. Leadership 1-16 hrs. Chief Fire Officer Orientation Day 1,2,3,4,5-40 hrs. Fire & Life Safety Educator 1-32 hrs. Fire Investigator Module 1-80 hrs.

Basic Incident Type (FD1.21)	Count of Incidents
Basic Primary Station Name: Hapeville FD Station #1	
Alarm system activation, no fire - unintentional	2
Assist invalid	2
Attempt to burn	1
Brush or brush-and-grass mixture fire	1
Cooking fire, confined to container	1
Detector activation, no fire-unintentional	2
Dispatched and canceled en route	2
EMS call, excluding vehicle accident with injury	92
False alarm or false call, other	1
Gas Leak (natural gas or LPG)	1
Motor vehicle accident with injuries	5

Motor vehicle accident with no injuries.	1
No incident found on arrival at dispatch address	1
Police matter	1
Smoke detector activation, no fire - unintentional	3
Smoke scare, odor of smoke	1
	Total: 117
Basic Primary Station Name: Hapeville FD Station #2	
Alarm System activation, no fire- unintentional	1
Alarm System sounded due to malfunction	1
Assist invalid	1
Brush or brush -and-grass mixture fire	1
Dispatched and cancelled en route	1
EMS call, excluding vehicle accident with injury	16
Motor vehicle accident with no injuries	1
No incident found on arrival at dispatch address	1
Public Service	2
	Total: 25
Medic 1 used 92 times Medic 2 used 16 times Average response time of 2.35 minutes	Total both Station: 142

POLICE DEPARTMENT:

Bruce Hedley, Police Chief

rglavosek@hapeville.org (404)669-2150

Between March 1, 2024, and March 31, 2024, there were (724) calls for service. There were (0) Assaults, (0) Burglaries, (1) Robbery, (28) Larcenies, including 15 Entering Autos, 4 Stolen Vehicle, and 9 Thefts. The Department recovered (7) Stolen Vehicles and (1) Stolen Property Items. The Department made 37 arrests.

The Department issued 335 citations, including parking, traffic, and general copies.

The Detective Division reviewed (718) cases, assigned (22) cases for investigation, and closed (30) cases. (2) Case(s) were closed with arrest warrants and (1) by CID arrest. The Detective Division Obtained (6) warrants, responded to (6) crime scenes for investigation and executed (1) search warrant(s).

Code Enforcement March 2024: Code Enforcement handled (270) new calls for service. Of these calls, the unit documented (13) animal incidents, (34) parking in grass, (8) parking issues, (8) inoperable vehicles, (78) tall grass and weeds, (1) nuisance dwelling, (8) permit issues/business license, (22) outside storage, (86) littering or pollution problems, and (6) property maintenance-exterior. Also (4) Yard debris, and (2) Noise violations. The unit closed (204) cases and issued (5) citations.

COMMUNITY SERVICES:

Lee Sudduth, Director
lsudduth@hapeville.org (404)669-2120

Building Permits 729 Oak Drive (14009900021421) 397 North Central Avenue Ste 300 3435 Old Jonesboro Road (14006600020075) 3305 Myrtle Street (14009800120257) 3396 Dogwood Drive (14009800180145) 625 Coleman Street (14009900031263) 703 North Central Avenue Ste B (14009800170013) 551 Lake Drive (14009400020501) Plumbing Permits 3419 Hamilton Avenue 3649-3655 Georgia Avenue 3316 Northside Drive 3643-3647 Georgia Avenue 3396 Dogwood Drive 568 Marina Street 101-109 Chestnut Trace 3140 Fifth Street	Tree Permits 448 Lake Drive 3430 Harding Avenue 877 Virginia Avenue 3160 Old Jonesboro Road 618 North Gordon Circle 3357 Myrtle Street 3307 Northside Drive 522 Oak Drive Electrical Permits 264 Maple Street 3649-3655 Georgia Avenue 3112 Old Jonesboro Road 3131 Old Jonesboro Road Mechanical Permits 309 North Central Avenue 3326 Forrest Hills Drive 623 Cofield Drive
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ECONOMIC DEVELOPMENT:

Adrienne Senter, Planning & Economic Development Manager
asenter@hapeville.org (404)669-8269

Department Activities:

Produced City Newsletter and all Departmental related duties. (Newsletter Note: The submission deadline for the May 2024 issue of the Hapeville Hometown News is Monday, April 15th by 5 p.m.). Promoted City news via (City Website, FB, Newsletter). Please visit www.hapeville.org for up-to-date information.

UPCOMING PLANNING & ZONING MEETINGS:

- **Planning Commission:** Tuesday, April at 6 p.m.
- **Design Review Committee:** Wednesday, April 17th at 6 p.m.
- **Board of Appeals:** Thursday, April 25th at 6 p.m.

Planning Commission Meeting: Tuesday, April 9th at 6 p.m.

Applicant	Address	Commercial/Residential	Application Type	Description
Derek Hutchinson (Terwilliger Pappas)	3558 Elm Street-Solis Hapeville	Mixed-Use- Multifamily Development	Subdivision & Site Plan Review	Construction of 310 multifamily units.
Daniel Kerr	3309-3335 Dogwood Drive	Multifamily (townhomes)	Rezoning/Site Plan Review	Construction of a new multifamily dwelling-townhomes

Ongoing Task: Coordinated in-house Planning & Zoning administrative tasks with the City Planner. Please visit <https://ga-hapeville3.civicplus.com/562/Agendas-and-Minutes> to access meeting agendas and application information.



2024 Southern Circuit Tour of Independent Filmmakers

April 12th Film Series - Series Finale: The April 12th film screening will take place at the Historic Christ Church & Carriage House located at 680 S. Central Avenue in downtown Hapeville. Receptions with the filmmakers featuring live music by local musicians and food by local partner restaurants will begin at 6 p.m., with the film beginning at 7p.m. The April film, **We Will**

Speak (runtime: 94 min) is directed by Schon Duncan and Michael McDermitt and produced by Keli Gonzales and Laura Heberton. **We Will Speak** - The Cherokee language is deeply tied to Cherokee identity; yet generations of assimilation efforts by the U.S. government and anti-Indigenous stigmas have forced the Tri-Council of Cherokee tribes to declare a State of Emergency for the language in 2019. While there are 430,000 Cherokee citizens in the three federally recognized tribes,

fewer than an estimated 1,500 fluent speakers remain—the majority of whom are elderly. The covid pandemic has unfortunately hastened the course. Language activists, artists, and the youth must now lead the charge of urgent radical revitalization efforts to help save the language from the brink of extinction. This feature-length documentary was shot on-location in Oklahoma and North Carolina throughout 2019-2022; through intimate interviews, vérité footage of community gatherings, and extensive archival materials, the film explores the nuanced ways the Cherokee language is vital to maintaining a unique cultural identity and relationship with the world. The collaborative project is also meant to act as an empowering agent of hope for Indigenous voices despite enduring inequity and oppression. Visit the We Will Speak film [website](#) for more information and to view the trailer or visit <http://www.hapeville.org/599/Southern-Circuit-Film-Series>.

Main Street Board

🦋 **2nd Annual Butterfly Lantern Parade - Thanks!** The City of Hapeville Main Street Board of Directors would like to extend heartfelt “Thank You” to all the volunteers, participants, and spectators who helped make the 2nd annual Hapeville Butterfly Lantern Parade a success! Your enthusiasm, support, & dedication made this event truly magical and unforgettable. Thank you for joining us in celebrating community spirit, creativity, and the beauty of Hapeville. We couldn't have done it without each and every one of you. Thank you!

Upcoming Main Street Board Meeting

Wednesday, April 10th at 6 p.m. (Municipal Annex, 700 Doug Davis Drive)

Please visit <https://ga-hapeville3.civicplus.com/562/Agendas-and-Minutes> to access meeting agendas and application information.

FINANCE ACCOUNTING:

Randy Brewer - Finance Director
rbrewer@hapeville.org (404)669-2107

Month End Closing, Fiscal Year End Closing and Reporting

- Account Reconciliations
- Review journal entries to true-up accruals and cost allocations
- **Closed February 2023**

Budget Administration

- Review of 2023-2024 Revenue and Expense/Budget Reports
- Meet with Department Heads to discuss budget and possible budget adjustments.
- Prepare 2023-2024 Budget Adjustments as needed.
- Prepare 2024 - Short Fiscal Year Budget – July 2024 – September 2024
- Prepare 2024-25 - Fiscal Year Budget – October 2024 – September 2025

Audit Support

- Review accounts for accuracy and reclassify accounts as needed.
- Implement processes for stronger Internal Controls
- FY 2022-23 Audit is Complete - Clean Audit Opinion Rendered

- Prepare for FY 2023-24 audit.
- Review past audit results.

Finance/Accounting and Reporting Activities

- Train Accounting staff - ongoing - bank reconciliations, journal entries, year-end/month-end work, budget maintenance, reporting requirements, A/P, etc.
- Crosstrain staff as needed.
- Review agenda items
- Prepare special reports to DOAA, DCA, USDOJ, USDOC, etc.
- Submitted **2023** Audit Report to Georgia Department of Audits and Accounts
- Completed and Submitted **2023** Certification of E-911 Expenditures to Georgia Department of Audits and Accounts.
- Completed and Submitted **2023** Hotel-Motel Tax Report Certification to Department of Community Affairs (DCA) - Report Due Six (6) Months After Fiscal Year End.
- Completed and Submitted **2023** Report of Local Government Finances to Department of Community Affairs (DCA) - Report Due Six (6) Months After Fiscal Year End
- Completed and Submitted **2023** Annual Survey of Local Government Finances for Hapeville Development Authority (U.S. Department of Commerce – Census Bureau) - Report Due Six (6) Months After Fiscal Year End
- Assisted City Clerk with Completing 2022 Annual Authority Registration and Financial Report (AARF) Department of Community Affairs Report Due Six (6) Months After Fiscal Year End
- Submitted **2023** Audit Report to PNC, TRUIST and Regions Banks for Bond Compliance
- Analyze financing needs and request proposals for best terms as needed.
- Reconcile/Allocate Worker's Comp, pension, and other insurance costs.
- Review and post payroll activity.
- Processed payment to Automobile Vendor for twenty-one (21) Police Vehicles
- Review process flows, document, and update as needed.
- Preparing to implement new Travel Policy
- Implemented new Project Accounting Software - Tyler Technologies
- Installed Tyler Technologies INCODE Application Live Updates – Monthly Process
- Completed Police Department Vehicles Financing with TRUIST Bank for 2023
- Received GFOA 2021 Certificate of Achievement Award for Excellence in Financial Reporting
- Received GFOA 2022 Certificate of Achievement Award for Excellence in Financial Reporting
- GFOA Certificate of Achievement application has been submitted for **Fiscal Year Ending June 30, 2023.**
- Completed and Submitted Equitable Sharing Agreement & Certification (ESAC) with U.S. Department of Justice (USDOJ) for **FY End Date of June 30, 2023.**
- Officially Closed FY 2022-23, Opened FY 2023-24, and Installed FY2023-24 Budgets
- Preparing for Fiscal Year Change from July 1st – June 30th to October 1st – September 30th.
- Submitted Request for Proposals to three (4) Banks to obtain the best financing terms for (2) Fire vehicles and (2) Solid Waste vehicles the City is expected to purchase.
- Preparing to submit required annual ARPA Reporting due by April 30, 2024.

Other On-going Accounting and Billing (mainly clerical)

- Review accounts payable for processing.
- Process and mail all vendor checks.
- Maintain payment records for ~2,506 active vendors.

Other On-going Managerial / Administrative Duties

- Respond to Mayor, Council, City Manager and Department requests.
- Respond to citizen requests.

- Meet with department heads to review general ledger details related to expenses as needed.

FINANCIAL CUSTOMER SERVICE:

Chrislyn Turner, Assistant Finance Director

cturner@hapeville.org (404)305-9576

March 2024 Taxes Collected	
Real Property Taxes	\$63,739.88
Personal Property Taxes	\$754.03
Stormwater Fees	\$49,742.92
Public Utilities	\$0
Total Collected - March 2024	\$114,236.83

March 2024 Occupational Permits	
New Business License	3
New Business Licenses - Pending	1
Business License Renewals	203
Total	207

March 2024 Water Accounts	
New Commercial Accounts	2
New Residential Accounts	27
Total New Accounts	29

Monthly Water Collection	
Utility Payments	\$209,502.97
Water Deposits	\$3,300.00
Total Collected - March 2024	\$212,802.97

Open Records Requests	
ORR-2024-90	Completed

DEPARTMENT ACTIVITIES

2024 Homestead Filing Time:

The time has come for the City of Hapeville residents who qualify for Age, Veterans, and 100% Disability exemptions to file their applications. Homestead Applications will be taken from **January 2, 2024, until June 30, 2024**, for the current 2024 tax year. Once granted, exemptions are automatically renewed each year. The exemption continues if the homeowner continually occupies the property under the same ownership. If the deed changes, the exemption will be removed, and the property owner must re-file.

2023 Tax Collections:

Year-to-date, staff has collected \$5,520,605.53 in real property taxes, 96% of the \$5,747,015.52 invoiced and mailed to property owners.

2023 Delinquent Taxes:

2023 property taxes were due November 29, 2023. In January 2024, all unpaid registered property owners received a courtesy letter stating that Hapeville intended to file liens in Fulton County Superior Court. One hundred forty-three (143) liens were filed and recorded with Fulton County Superior Court the week of March 11, 2024. Staff will continue with collection efforts.

Stormwater Fees: Stormwater fees were mailed in February 2024. The registered property owner will receive the bill and is considered the party responsible.

Hapeville processed invoices for \$260,200.00. Year-to-date, staff has collected \$86,691.75, or 33% of the total invoiced. The Stormwater invoices will be due on **April 6, 2024**.

Staff will continue to make courtesy phone calls and email communications to assist and urge homeowners to make payments.

If a property owner has difficulty or concerns with property taxes or stormwater fees, please contact Hapeville's Property Tax Clerk, Ms. April Pressley, at apressley@Hapeville.org.

New businesses for January 2024:

1. United Cleaning Service

Business License Renewals for March 2024:

Three hundred thirty-four (334) license renewal packets were sent out. Year-to-date, 207 or 62% of business owners have renewed. The city invoiced \$368,870.71 in renewals and has received \$271,154.50, 74% in renewal revenue. After April 1, 2024, all unrenewed business licenses will expire and be noncompliant, subject to penalties, fees, and enforcement by the Hapeville Code Enforcement Division.

If a local business owner has questions or concerns related to Occupational Taxes, (Business Licenses) please contact Hapeville's Occupational Tax Clerk, Mrs. Charity Holton, at cholton@Hapeville.org.

For more information about property taxes, business licenses, and short-term rentals, please see the Hapeville website, <http://www.Hapeville.org>. Please visit the Financial Services pages for program and service details.

CITY CLERK'S OFFICE:

Sharee Steed, City Clerk
ssteed@hapeville.org (404)766-3004

UPCOMING MEETINGS

Meeting Type	Date	Time	Location
Mayor and Council Work Session	April 16, 2024	6 p.m.	Hapeville Municipal Annex

OPEN RECORDS REQUEST

Month: February 2024

Record Request Type	# of Processed
Public Safety Request	58
General Open Record Request	34

Potential training courses: Carl Vision training for employees and Board members will be hosted in late spring.

Ethics	Date: TBD
Development Authority	Date: TBD
Open Meetings	Date: TBD

MAJOR PROJECT(S)

Project(s)	Deadline
The website redesign	Set to launch on late Summer
The "MyHapeville GA" App project is currently in process.	Set to launch on late Summer
Travel policy is completed.	Currently in effect
Working with the City Attorney to Amend Alcohol Ordinance	TBD
GMA Annual Conference	June 21 st -25 th
Drafting Records Management Policy	May 2024
Centralizing Alcohol New/Renewal process	TBD
Council Retreat	TBD

ALCOHOL BEVERAGE LICENSE CALENDAR 2024

New Alcohol Licenses	0
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HUMAN RESOURCES:

Stacie Johnston, Human Resources Manager
sjohnston@hapeville.org (404)669-2115

Ongoing Hiring Efforts

The city is currently accepting applications for the following positions: Firefighter EMT I or A, Firefighter Paramedic, Part-time Recreation Aide, Police Officer, Communications Officer, and Reserve Police Officer. Applications are available online (www.hapeville.org).

The city is paperless for the application process.

OTHER INITIATIVES:

- *Retiree Online Payments now Available*
- *In process - Update Personnel Policy Manual*
- *FLSA and Policy reminders*
- *In process – restructuring of filing system and records retention for our department.*
- *Assist with hiring efforts for all departments.*
- *New Hires*
- *Alishia Eubanks – Part-Time Recreation Aide*
- *Lorenzo T. Mumphery – Recreation Leisure Facilities Worker*
- *Kyle McElroy – Firefighter Paramedic*
- *Retirement – Phillip Vinson*
- *Danyelle Davenport transfer to Part-Time Reserve Police Officer*
- *Bring to Council Consideration of Ordinance for the modified City Retirement Plan – First Reading*

HAPEVILLE MUSEUM:

Samantha Singleton, Manager
ssingleton@hapeville.org, hapevilledepot.org (404)400-6554

Highlights:

- **June to Date Museum Visitor Count:** 1,502
- **Grand Opening of “Civil Rights and Workers Rights: an exhibition of Hapeville’s Atlanta Assembly Plant”:** The opening was a success with a great turnout and positive reception. There were 3 tours that delved into the history of AAP as well as the making of the new exhibit. We encourage all to visit the museum and see this brand-new, permanent exhibit.
- **In the News:** There were articles (both print and online) in the Atlanta Journal Constitution and the South Fulton Neighbor regarding the new history exhibit.

Upcoming Events:

Email info@hapevilledepot.org to reserve your seat.

- **Opening Reception of “Memory Machine”:**
Saturday 4/13, 4-7pm
About the Art and Artist: “Leigh Ann Culver is fascinated with historical images—the single moment they capture and the spectrum of emotions they elicit. Through archival research and careful consideration, Culver translates these images into striking visual narratives of love, pain, struggle, and

courage. These raw, deeply human emotions are what tether us, across space and time, to the lives in her paintings.”

- **History Lecture and Book Signing on Westview Cemetery with Jeff Clemmons:**

Saturday 4/20, 5-7pm

About the Book: “In 1884, several leading citizens purchased 577 acres to open Atlanta’s Westview Cemetery. The rolling terrain, part of which was a site in the Civil War battle of Ezra Church, became the final resting place for more than 100,000 people. Prominent locals buried here include Grant Park namesake L.P. Grant, author Joel Chandler Harris, High Museum benefactor Harriet High, Coca-Cola founder Asa Candler Sr. and Haverty’s founder J.J. Haverty.”

Redesign and New Exhibit:

- **New Exhibit:** The new exhibit includes a prop telephone where visitors can dial a number to listen to a pre-recorded story from a former AAP worker, a 1980 t.v. playing AAP videos from the 1980s, 2 interactive document stations, object cases, a poster loan from GSU and enlarged historic photographs.
- **Redesign:** UV clings have been installed on freight room windows to protect the objects from fading due to sun exposure. The freight room has been deeply cleaned with preservation as the utmost priority. Below are “Before and After” photos showing the progress so far in updating the exhibit space:

Before:



After:







