CITY OF HAPEVILLE

MEETING OF MAYOR AND COUNCIL

September 21, 2010

A G E N D A

6:00 PM Work Session

I. Call to Order

Mayor Hallman called the meeting to at 6:00p.m. at 3468 North Fulton Avenue, Hapeville, Georgia 30354.

II. Roll call

Mayor Alan Hallman
Alderman at Large Ann Ray
Councilman at Large Richard Murray
Councilman Ward 1 Jimmy Lovern
Councilman Ward 2 Lew Valero

III. Welcome

Mayor Hallman welcomed those that were present and thanked the employees for their performance with the Happy Days Festival.

IV. Presentations and Recognitions – None.

V. Public Comments on Agenda Items – None.

VI. Administrative

A) Consideration to select and approve Keck & Wood in the amount of $5,000 for scoping services for the Dogwood LCI project.

Summary and Background

Keck & Wood was the top ranking firm from a Qualification Review and staff's selection for this project. This amount is to develop a scope of work for the project.

MOTION: Alderman Ray made a motion Councilman Murray seconded a motion to select approve Keck & Wood in the amount of $5,000 for scoping services for the Dogwood LCI project. Motion carried 4-0.

B) Consideration to approve Pinnacle USA Inc. in the amount of $1,310,000 for the construction of the Virginia Avenue Pedestrian Facility Project.

Summary and Background

The Virginia Avenue Pedestrian Facility Project includes sidewalks, brick pavers, lighting, paving and landscape medians. GDOT has approved the Pinnacle USA bid. Once the construction contract from GDOT is approved, a notice to proceed will be issued.

MOTION: Councilman Lovern a motion Councilman Valero seconded a motion to approve Pinnacle USA Inc. in the amount of $1,310,000 for the construction of the Virginia Avenue Pedestrian Facility Project. Motion carried 4-0.

Councilman Murray inquired is this was a match. Finance Director, Mike Clark stated that it was a 20 percent match.

C) Consideration to approve Pond & Company and Jack Burnside in the amount of $13,650 for construction administration of Virginia Avenue Pedestrian Facility Project.

Summary and Background

The PE phase of Virginia Avenue has been completed and we are now moving into the construction phase of project. Jack Burnside's total of $4,000 is for monthly reports, payroll, wage rate compliance, invoices, administration & coordination with ARC, GDOT and contractor. Pond & Company's $9,650 is for RFI's, site inspections, GDOT meetings, & contractor coordination meetings. All consultant costs are 80% reimbursable for remainder of project.

MOTION: Councilman Valero made a motion Councilman Lovern seconded a motion to approve Pond & Company and Jack Burnside in the amount of $13,650 for construction administration of Virginia Avenue Pedestrian Facility Project. Motion carried 4-0.

D) Consideration to approve Agreement between Georgia Department of Transportation and the City of Hapeville for the Livable Centers Initiative Project (Project CSSTP-0006-00(273) and to authorize the Mayor to sign all necessary documents pending legal review.

Summary and Background

The Livable Centers Initiative Project also known as the Virginia Avenue Pedestrian Facility Project will consist of crosswalks, landscaping, lighting, and items contained in construction plans. Once this agreement is approved a Notice to Proceed will be issued for construction.

MOTION: Alderman Ray made a motion Councilman Murray seconded a motion to enter into an Agreement between Georgia Department of Transportation and the City of Hapeville for the Livable Centers Initiative Project (Project CSSTP-0006-00(273) and to authorize the Mayor to sign all necessary documents pending legal review. Motion carried 4-0.

E) Consideration to amend the Franchise Agreement between the City of Hapeville and Georgia Power.

MOTION: Alderman Ray made a motion Councilman Lovern amend the Franchise Agreement between Georgia Power and the City of Hapeville, Georgia. Motion carried 4-0.

F) Consideration to the expenditure of $28,420 to J.K. Boatwright and Company P.C. for additional audit fees for the year ended 6-30-09.

Summary and Background

Additional fees were billed for additional time spent in connection with set up and audit of seven new funds, report preparation, and various related audit procedures. A 40% discount has been applied. The additional billing is a onetime fee adjustment and will not result in an increase for the year ended 6-30-10.

MOTION: Councilman Lovern made a motion Councilman Murray seconded a motion to approve the expenditure of $20,000.00 to J.K. Boatwright and Company P.C. for audit fees for year ended 6-30-09. Motion carried 4-0.

VII. Old Business – None.

MOTION: Alderman Ray made a motion Councilman Lovern seconded a motion to amend the agenda to allow Public Comment by Bill O'Brien regarding the Boarded-up House Ordinance. Motion carried 4-0.

Public Comment - Bill O'Brien

Paul Koster, City Attorney, stated that the Mayor and Council could extend based on a written request.

MOTION: Councilman Valero made a motion Councilman Murray seconded a motion to approve the request for Bill O'Brien for 30 days pending receipt of the written request. Motion carried 4-0.

VIII. New Business

A) 1st Reading, Ordinance 2010-10C Budget Amendment Capital Projects Fund-EECBG Energy Grant

Summary and Background

On July 6, 2010, the City Council agreed to enter into an Intergovernmental Agreement with College Park and Union City to share EECBG Funds. The purpose of the grant is energy efficiency and will be used for Heating & Air and Lighting Retrofits. The City's portion of the Grant is $105,000.

Capital Projects Fund

Revenues: EECBG Energy Grant Proceeds	*$105,000 Increase*
Expenditures: HVAC and Lighting Retrofits	*$105,000 Increase*

B) 1st Reading, Ordinance 2010-10D Budget Amendment Capital Projects Fund - 597 and 599 North Central Avenue

Summary & Background

On August 25, 2010, pursuant to an Agreement to Purchase Real Property, the City acquired land and buildings located at 597 and 599 North Central Avenue for $174,311.88, including closing costs. The acquisition was a HATT-funded project and serves as a substitution for an existing HATT-funded project. Accordingly, the project cost budgeted for the Pedestrian Bridge Improvement is reduced by an equal amount.

Capital Projects Fund

Building & Land – 597 & 599 North Central Avenue	*$174,311.88 Increase*
Pedestrian Bridge Improvement	*$174,311.88 Decrease*

C) 1st Reading, Ordinance 2010-10E Budget Amendment Capital Projects Fund – Christ Church Project

Summary & Background

The City accepted the bid from Autaco Development in the amount of $128,760 for renovation of the Christ Church, a HATT-funded project. This amount exceeds the previously budgeted amount by $18,024. Accordingly, the project cost budgeted for the Pedestrian Bridge Improvement is reduced by an equal amount.

Christ Church Project	*$18,024 Increase*
Pedestrian Bridge Improvement	*$18,024 Decrease*

D) Discussion of flooring improvements to the Police Department building. Police Chief Rick Glavosek stated that he was seeking approval to spend $25,000 of the $61,000 of the forfeiture monies currently held by the Police Department. City Attorney, Paul Koster, stated that a Resolution was needed to approve the expenditure of funds and that the Resolution would be forth coming.

MOTION: Councilman Lovern made a motion Councilman Valero seconded a motion to approve the contract and to authorize the expenditure of $25,000.00 for flooring improvements, at700 Doug Davis Drive and to authorize the Mayor to sign all necessary documents pending legal review. Motion carried 4-0.

E) Discussion of Red Flag issues.
Mike Clark, Finance Director, gave a report of the red flag issues as of September 2010.

F) Discussion of the Revolving Loan Program.
Mike Clark, Finance Director, stated that the documents pertaining for the Downtown Revolving Loan Program had been located and that he had been in touch with Regions Bank.

G) Consideration to approve the First Baptist Church Banner Request for a Banner to be placed on the Jess Y-Teen Lucas Park fence from September 22, 2010 to October 29, 2010 to advertise "A Fall Festival."
MOTION: Councilman Lovern made a motion Councilman Murray seconded a motion to approve the First Baptist Church Banner Request for a Banner to be placed on the Jess Y-Teen Lucas Park fence from September 22, 2010 to October 29, 2010 to advertise "A Fall Festival." Motion carried 4-0.

IX. Public Comments
Charlotte Rentz
Eric Mitchell

MOTION: Councilman Murray made a motion Alderman Ray seconded a motion to recess the Open Session and to enter into Executive Session after a short break. Motion carried 4-0.

X. Executive Session
MOTION: Councilman Lovern made a motion Councilman Murray seconded a motion to enter into Executive Session for Personnel, Legal and Real Estate matters at 8:20p.m. Motion carried 4-0.

MOTION: Councilman Murray made a motion Alderman Ray seconded a motion to enter into Open Session at 8:50p.m. Motion carried 4-0.

MOTION: Councilman Lovern made a motion Councilman Murray seconded a motion to appoint Clark Weeks as broker for the 457 plan and to authorize the Mayor to sign all documents necessary pending legal review. Motion carried 4-0.

MOTION: Councilman Murray made a motion Alderman Ray seconded a motion to maintain the COLA for current retirees. Motion carried 4-0.

MOTION: Councilman Lovern made a motion Alderman Ray seconded a motion to enter into Executive Session for Legal and Real Estate matters at 9:15p.m. Motion carried 4-0.

MOTION: Councilman Lovern made a motion Councilman Murray seconded a motion to enter Open Session at 9:37p.m. Motion carried 4-0.

XI. Adjournment

MOTION: Councilman Lovern made a motion Councilman Murray seconded a motion to adjourn the meeting at 9:45p.m. Motion carried 4-0.

Respectfully submitted,

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Alan Hallman, Mayor

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Jennifer Elkins, Deputy City Clerk