

## Mayor and Council Session

700 Doug Davis Drive  
Hapeville, GA 30354

June 4, 2019 6:00PM

### Agenda

1. Call To Order
2. Roll Call
  - Mayor Alan Hallman
  - Alderman Mike Rast
  - Councilman at Large Travis Horsley
  - Councilman Ward I Mark Adams
  - Councilman Ward II Chloe Alexander
3. Welcome
4. Pledge Of Allegiance
5. Invocation
6. Presentations
  - 6.I. Recognition Of Service Award By Mayor Hallman
    - Background:
    - Mayor Hallman will recognize Adrienne Senter for 20 years of service.
  - 6.II. Splash Pad Presentation By Dustin Graham From Great Southern Recreation
    - Background:
    - Earlier this spring, the Tourism Product Development Committee invited Dustin Graham from Great Southern Recreation, a developer of recreational spaces with particular interest in the potential for a possible splash pad in Hapeville. With cutting edge and high tech designs, they can create spaces to fit most budgets and tastes. As we prepare for the 2019-20 budget year, the Committee has invited Mr. Dustin Graham to provide a presentation to Mayor and Council and take questions on their offerings.
7. Public Hearing
  - 7.I. Consideration And Action On A 2019 Alcohol Beverage License For Lickety Split Casual Dining, LLC
    - Background:
    - Lickety Split Casual Dining, LLC has completed all the necessary steps in the alcohol license application process, and therefore, are requesting approval from Mayor and Council. All departmental reports have been received and staff recommends approval.
    - Staff Comments:
    - Applicant:
    - Public Comments:
    - Documents:

[REDACTED APPLICATION\\_REDACTED.PDF](#)

- 7.II. Consideration And Action On A 2019 Alcohol Beverage License For Merritt Hospitality, LLC DBA Hilton Atlanta Airport (Andiamo)

Background:

All departmental reports have been received and advertising has been completed. However, staff is waiting to receive applicant's fully executed lease agreement and fingerprint results. Staff currently has a draft copy of the lease agreement included in the attached packet. For this reason, staff recommends provisionally approving the alcohol license for the Hilton Atlanta Airport - Andiamo.

Staff Comments:

Applicant:

Public Comments:

Documents:

[ANDIAMO ALCOHOL APPLICATION.PDF](#)

- 7.III. Consideration And Action On A 2019 Alcohol Beverage License For Merritt Hospitality, LLC DBA Hilton Atlanta Airport (Finish Line)

Background:

All departmental reports have been received and advertising has been completed. However, staff is waiting to receive applicant's fully executed lease agreement and fingerprint results. Staff currently has a draft copy of the lease agreement included in the attached packet. For this reason, staff recommends provisionally approving the alcohol license for the Hilton Atlanta Airport - Finish Line.

Staff Comments:

Applicant:

Public Comments:

Documents:

[FINISH LINE ALCOHOL APPLICATION.PDF](#)

- 7.IV. Consideration And Action On A 2019 Alcohol Beverage License For Merritt Hospitality, LLC DBA Hilton Atlanta Airport (Herb N' Kitchen)

Background:

All departmental reports have been received and advertising has been completed. However, staff is waiting to receive applicant's fully executed lease agreement and fingerprint results. Staff currently has a draft copy of the lease agreement included in the attached packet. For this reason, staff recommends provisionally approving the alcohol license for the Hilton Atlanta Airport - Herb N' Kitchen.

Staff Comments:

Applicant:

Public Comments:

Documents:

[HERB N KITCHEN ALCOHOL APPLICATION.PDF](#)

7.V. Consideration And Action On A 2019 Alcohol Beverage License For Merritt Hospitality, LLC DBA Hilton Atlanta Airport (In-Room Service)

Background:

All departmental reports have been received and advertising has been completed. However, staff is waiting to receive applicant's fully executed lease agreement and fingerprint results. Staff currently has a draft copy of the lease agreement included in the attached packet. For this reason, staff recommends provisionally approving the alcohol license for the Hilton Atlanta Airport - In-Room Service.

Staff Comments:

Applicant:

Public Comments:

Documents:

[IN-ROOM SERVICE ALCOHOL APPLICATION.PDF](#)

7.VI. Consideration And Action On A 2019 Alcohol Beverage License For Merritt Hospitality, LLC DBA Hilton Atlanta Airport (Magnolia Grill)

Background:

All departmental reports have been received and advertising has been completed. However, staff is waiting to receive applicant's fully executed lease agreement and fingerprint results. Staff currently has a draft copy of the lease agreement included in the attached packet. For this reason, staff recommends provisionally approving the alcohol license for the Hilton Atlanta Airport - Magnolia Grill.

Staff Comments:

Applicant:

Public Comments:

Documents:

[MAGNOLIA GRILL ALCOHOL APPLICATION.PDF](#)

7.VII. Consideration On Budget Ordinance - 1st Reading

Background:

On May 15, 2019, the City made available the initial draft Fiscal 2019-20 Hapeville Proposed Budget. The City advertised the public hearing in the South Fulton Neighbor newspaper. A copy of the draft line item detail budget is posted to the City website along with a copy of the detailed line items supporting the budget proposal. The FY2020 budget calls for approximately \$13.8M in General Fund cash inflows and Expenditures. In comparison, the 2018-19 original budget called for \$12.5M in revenues and \$12.35M in expenditures. At present, the budget is at a break-even status with no significant planned add to the General Fund net fund

balance. This budget is meant to be conservative, to best ensure the City will meet it's obligations. There are opportunities that may lessen the impact of General Fund cash expenditures and City Manager and staff continue to work toward improving the net financial condition of the City.

Of significant note for this upcoming fiscal year is a focus on strengthening the position of Public Safety in both staffing and equipment investments. To keep up with the current market conditions for First Responders, this budget call for investment in personnel with staffing increases and pay adjustments of approximately \$700K. Capital investments for equipment approximates \$800K, including a replacement fire engine and the replacement of several police and fire vehicles. Other particular highlights expected in the coming year are the completion of the Theater restoration, continued completion of railway beatification, new construction along Virginia Avenue, continued investments in the arts - all contributing to Hapeville being a desired destination for people to both play and stay.

The budget is an estimate and our projection of the next 12 months. As assumptions or actual circumstances significantly change, Mayor, Council and staff will revisit our plans to best steward the resources of the City.

The updated budget detail and budget draft document will be uploaded on the City's website on Monday.

Documents:

[2019-2020 PROPOSED BUDGET WORKSHEET - 8560 - 6-3-2019 DRAFT COPY.PDF](#)  
[BUDGET DETAIL INFORMATION.PDF](#)  
[BUDGET BACKGROND - PACKET.PDF](#)  
[BUDGET SUMMARY - COUNCIL.PDF](#)  
[ORDINANCE - BUDGET FY 2020.PDF](#)

#### 8. Questions On Agenda Items

The public is encouraged to communicate their questions, concerns, and suggestions during Public Comments. The Council does listen to your concerns and will have Staff follow-up on any questions you raise. Any and all comments should be addressed to the Governing Body, not to the general public and delivered in a civil manner in keeping with common courtesy and decorum.

#### 9. Consent Agenda

##### 9.I. Approval Of Minutes

- May 7, 2019
- May 21, 2019

##### 9.II. Approval Of Executive Session Minutes

- May 7, 2019
- May 21, 2019

##### 9.III. Consideration And Action To Provide An Extra Holiday For Employees On July 5th

Background:

July 4th falls on Thursday and staff is requesting that July 5th be given as an extra holiday. This extra holiday will reduce absenteeism and boost employee morale and will have no budget impact.

9.IV. Consideration And Action On 2019 Aerotropolis Atlanta Alliance Membership Dues In The Amount Of \$10,000

Background:

Attached for Council's consideration is the 2019 Aerotropolis Atlanta Alliance Gold Membership dues invoice. Staff will need approval from Council before making payment.

Documents:

[CITY OF HAPEVILLE 2019 INVOICE.PDF](#)

9.V. Consideration And Action To Approve A Change Order In The Amount Of \$212,830.41 For The Astra Group Inc.on The Rail Facilities Improvement Project For Installation Of New Fencing For The Pedestrian Bridge.

Background:

Astra Group Inc.and it's subcontractors are currently working on the Rail Facilities Improvement Project and they have clearance from Norfolk Southern to be in the railroad Right of Way. This change order will allow the old dilapidated fencing on the pedestrian bridge to be removed and new fencing to be installed. Funding for this will come from TSPLOST.

Documents:

[PROPOSAL FOR PEDESTRIAN BRIDGE ENHANCEMENTS 05.31.19.PDF](#)  
[BRIDGE FENCING MATERIALS.PDF](#)  
[CHANGE ORDER - PED BRIDGE ENHANCEMENT.PDF](#)

9.VI. Consideration And Action On Resolution To Extend Gravel Moratorium

Background:

At the March 5 Council meeting, Mayor and Council discussed a gravel moratorium extension for residential properties and possibly grandfathering in permanently. Attached for consideration and action is a resolution to extend the moratorium.

Documents:

[RESOLUTION - EXTEND GRAVEL MORATORIUM.PDF](#)

9.VII. Consideration And Action To Enter Into An Agreement With CivicPlus For Agenda Management Software And Video Streaming And On-Demand Services

Background:

In March, staff advertised a Request for Proposal for Agenda Management Software (AMS) and Video Services. Staff received six proposals which were narrowed down to the attached three. Determining factors in the selection process included pricing, experience, technical features, references, and support.

Staff is requesting to enter into a three year term agreement with CivicPlus for the advertised RFP. The initial investment for year one is \$10,300, the amount goes to \$8,040 in year two and \$8,442 in year three (includes a 5% technology fee uplift). Staff selected this provider because of its advanced features and compatibility with the CivicPlus website (if approved). CivicPlus is the lowest bidder of the three proposals received.

Documents:

[AGENDA MANAGEMENT PROPOSAL SUMMARY.PDF](#)  
[CIVICCLERK - AGENDA MANAGEMENT SOFTWARE RESPONSE.PDF](#)  
[GRANICUS - AGENDA MANAGEMENT SOFTWARE - RFP RESPONSE 1.PDF](#)  
[PROVOX - AGENDA MANAGEMENT SOFTWARE - RFP RESPONSE.PDF](#)

9.VIII. Consideration And Action To Renew Agreement With CivicPlus For Website Redesign Services

Background:

In March, staff advertised a Request for Proposal for Website Design and Implementation Services. Staff received ten proposals which were narrowed down to the attached three. Determining factors in the selection process included pricing, experience, website security, aesthetics, references, and support.

Staff is requesting to renew the City's current contract with CivicPlus. The initial investment for year one is \$5,770. In year two and beyond, the amount goes to \$4,275. At the end of the fourth year of continuous service, the City will be eligible to receive a website redesign with no out-of-pocket expense.

Documents:

[CIVICENGAGE - WEBSITE RFP RESPONSE.PDF](#)  
[GRANICUS - WEBSITE RFP RESPONSE.PDF](#)  
[MUNICODE - WEBSITE RFP RESPONSE.PDF](#)  
[WEBSITE PROPOSAL SUMMARY.PDF](#)

9.IX. Consideration And Action To Adjust Emergency Medical Service Rates

Background:

Hapeville Fire and EMS staff has been reviewing the billing structure for EMS services. The Fire Department has held the same ambulance billing rates since 2003. The City rates are well below national and local averages, while costs of medications and services have continued to increase. Fire Department staff has worked closely with EMS Management & Consultants to propose rates mirroring those of our neighboring jurisdictions.

The City staff requests Council approve the recommended billing rates for the services per the attached schedule effective July 1 or as soon thereafter as practical.

Documents:

[2019 HFD BILLING REQUEST FOR INCREASE \(003\).PDF](#)

10. Old Business

10.I. Consideration And Action On Optotrafic Ordinance - 2nd Reading

Background:

At the May 7 Council meeting, it was the consensus of Mayor and Council to have legal draft an ordinance pertaining to Optotraffic. Attached for a second reading is the Optotraffic Ordinance.

Documents:

[ORDINANCE - AUTOMATED TRAFFIC SAFETY DEVICE.PDF](#)

## 11. New Business

### 11.I. Consideration And Action On ATL Airport District Destination Marketing Agreement

#### Background:

On April 2, Mayor and Council discussed the representation breakdown of the Destination Marketing Organization (DMO) and adding specific metrics in the DMO contract. Mayor and Council agreed to email specifics over to Councilman Adams in order to compile a list. Attached for consideration and action is the updated contract with the added specifics.

Documents:

[ATL AIRPORT DISTRICT MARKETING SERVICE AGREEMENT.PDF](#)

## 12. City Manager Report

## 13. Public Comments

Members of the public wishing to speak shall sign in with the City Clerk prior to the start of the meeting. Time limitations for Registered Comments are three (3) minutes per person. The total Registered Comment session shall not last more than fifteen (15) minutes unless extended by Council. Each member of the public, who fails to sign up with the City Clerk prior to the start of the meeting, wishing to address Mayor and Council shall have a total of two (2) minutes. The entire general comment session for Unregistered Comments shall not last more than ten (10) minutes unless extended by Council.

## 14. Mayor And Council Comments

## 15. Executive Session

When Executive Session is Required one will be called for the following issues: 1) Litigation O.C.G.A. §50-14-2; 2) Real Estate O.C.G.A. §50-14-3(b)(1); or 3) Personnel O.C.G.A. §50-14-3(b)(2).

## 16. Adjourn

Public involvement and citizen engagement is welcome as Hapeville operates a very open, accessible and transparent government. We do however remind our attendees/residents that there are times allocated for public comments on the agenda. In order for council to conduct their necessary business at each meeting, we respectfully ask that side-bar conversations and comments be reserved for the appropriate time during the meeting. This will allow the City Council to conduct the business at hand and afford our meeting attendees ample time for comments at the appropriate time during the meeting.