



September 2024 Department Reports (August's Information)

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

FIRE DEPARTMENT:

Nicholas Condrey, Interim Fire Chief
ncondrey@hapeville.org (404)669-2167

For the month of August, the fire department had 26 inspections.

The following personnel attended Training at Georgia Public Safety Training Center:

- Capt. Hank Askew, Lt. Matthew Brown, Lt. Brian Thomas, attended Fire Origin and Cause Determination for Company Officers.
- FF. Michael Johnson attended Leadership in Supervision 1: Creating Environments for Professional Growth.
- Firefighters Johnny Bravy attended Fire Department Supervision.
- FF. Aaron Lasenyik attended Fire Instructor 1.

Basic Incident Type (FD1.21)	Count of Incidents
Basic Primary Station Name: Hapeville FD Station #1	
Alarm system activation, no fire - unintentional	3
Alarm system sounded due to malfunction	1
Assist invalid	7
Brush or brush-and-grass mixture fire	2
Detector activation, no fire – unintentional	4
Dispatched and canceled en route	1
Emergency medical service, other	1
EMS call, excluding vehicle accident with injury	82
Gas leak (Natural gas or LPG)	1

Lightning strike (no fire)	1
Motor vehicle accident with injuries	4
Municipal alarm system, malicious false alarm	1
No incident found on arrival at dispatch address	1
Police matter	1
Power line down	2
Removal of victim(s) from stalled elevator	1
Smoke or odor removal	1
	Total: 114
Basic Primary Station Name: Hapeville FD Station #2	
Alarm system activation, no fire – unintentional	1
Alarm system sounded due to malfunction	1
Assist police or other governmental agency	1
Extrication, rescue, other	1
Outside rubbish, trash or waste fire	1
Person in distress, other	1
EMS call, excluding vehicle accident with injury	18
Smoke detector activation, no fire-unintentional	2
Motor vehicle accident with injuries	1
No incident found on arrival at dispatch address	1
Removal of victim(s) from stalled elevator	1
Smoke or odor removal	1
Smoke scare, odor of smoke	1
	Total: 31
Medic 1 used 73 times Medic 2 used 22 times	Total both Station: 145

POLICE DEPARTMENT:

Bruce Hedley, Police Chief

rglavosek@hapeville.org (404)669-2150

Between August 1, 2024, and August 30, 2024, there were (667) calls for service. There were (1) Assaults, (3) Burglaries, (0) Robberies (32) Larcenies, including 10 Entering Autos, 4 Stolen Vehicles, and 18 Thefts. The Department recovered (5) Stolen Vehicles. The Department made 36 arrests. The average response time was 03 mins 05 sec.

The Department issued 440 citations, including parking, traffic, and general copies.

The E-911 Center processed 2,293 calls for service.

The Detective Division reviewed (670) cases, assigned (17) cases for investigation, and closed (16) cases. (2) Case(s) were closed with arrest warrants and (1) by CID arrest. The Detective Division obtained (4) warrants, responded to (6) crime scenes for investigation and executed (1) search warrant(s).

Code Enforcement handled (266) new calls for service. Of these calls, the unit documented (19) animal incidents, (25) parking in grass, (5) parking issues, (3) inoperable vehicles, (110) tall grass and weeds, (1) nuisance dwelling, (13) permit issues, (3) business license violations, (12) outside storage, (59) littering or pollution problems, and (3) property maintenance- exterior. Also (10) Yard debris, (2) Utility violations and (1) signage violation. The unit closed (192) cases and issued (4) citations.

COMMUNITY SERVICES:

Lee Sudduth, Director

lsudduth@hapeville.org (404)669-2120

Building Permits 3302 Myrtle Street (14009800140073) 220 Mt Zion Road (14009400090173) 3387 Old Jonesboro Road (14009500100575) 3400 Dogwood Drive (14009800180137) 433 North Avenue (14009400040269) 268 Moreland Way (14009400090439) Plumbing Permits 200-212 College Circle 3302 Myrtle Street 3361 Dogwood Drive 240 Mt Zion Road	Tree Permits 648 Coleman Street 3128 Dogwood Drive 3361 North Whitney Avenue 3293 Old Jonesboro Road 3306 North Whitney Avenue 3352 LaVista Drive 3335 Northside Drive 297 Birch Street 917 Margaret Street Electrical Permits 850 Custer Street 429 North Avenue 272 Mt Zion Road
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Mechanical Permits 3333 North Whitney Avenue 240 Mt Zion Road	240 Mt Zion Road 101 Chestnut Trace FS 127 Silvia Lane FS
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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 October 2024 issue of the Hapeville Hometown News is Friday, September 13th by 5 p.m.). Promoted City news via (City Website, FB, Newsletter). Please visit www.hapeville.org for up-to-date information.*

Southern Circuit Film Series

Hapeville Hosts Southern Circuit Tour of Independent Filmmakers!

The City of Hapeville proudly presents the Southern Circuit Tour of Independent Filmmakers. The City of Hapeville is a proud recipient of the South Arts Independent Film Series grant again this year! The 2023 Fall Series Screenings 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 7 p.m.



The screening for the September film ***Bulls & Saints*** (Runtime: 52 min.) is directed by Rodrigo Dorfman and produced by Nuevo South, LLC. ***Bulls & Saints*** - After 20 years of living in the U.S., an undocumented family decides to return home. Little do they know; it will be the most difficult journey of their lives. Set between the backdrop of the rodeo rings of eastern North Carolina and the spellbinding Mexican hometown they long for, Bulls and Saints is a family love story of longing and reverse migration. Visit the ***Bulls & Saints*** film [website](#) for more information.

Bulls & Saints Está dirigida por Rodrigo Dorfman y producida por Nuevo South LLC. ***Bulls & Saints*** - Después de 20 años de vivir en Estados Unidos, una familia indocumentada decide regresar a casa. Lo que no saben es que será el viaje más difícil de sus vidas. Ambientada entre el telón de fondo de los anillos de rodeo del este de Carolina del Norte y la fascinante ciudad natal mexicana que anhelan, Bulls and Saints es una historia de amor familiar de anhelo y migración inversa. Visite el [sitio web](#) de la película ***Bulls & Saints*** para obtener más información.

Save the dates!

• **Wednesday, October 23, 2024**

Runtime: 87 min

Lift is directed by David Peterson & produced by Mary Recine. Lift - Filmed over 10 years, LIFT shines a spotlight on the invisible story of homelessness in America through the eyes of a group of young homeless and home-insecure ballet dancers in New York City. After performing around the world, Steven Melendez returns to the Bronx shelter where he grew up to give back to his community, offering a New York theatre Ballet workshop to children. His traumatic reaction to the shelter from his childhood sends him on an unexpected journey with three kids to reckon with a past he escaped from through ballet. Visit the Lift film at [Home \(liftdocumentary.com\)](http://Home(liftdocumentary.com)) for more information.

• **Friday, November 15, 2024**

Runtime: 97 min

Family Tree is directed by Jennifer MacArthur. Family Tree explores sustainable forestry in North Carolina through the stories of two Black families fighting to preserve their land and legacy. Family tree's cinema verité approach reveals the vast task of maintaining the land while navigating challenging family dynamics, unscrupulous developers, and changing environmental needs. The forest itself and the beauty of its changing seasons become a primary character in this family drama. Visit the Family Tree film [website](#) for more information.

The Southern Circuit Tour of Independent Filmmakers is a program of South Arts. Southern Circuit screenings are funded in part by South Arts in partnership with the National Endowment for the Arts.

Upcoming Planning & Zoning Meetings:

• **Planning Commission:** Tuesday, September 10th at 6 p.m.

Applicant	Address	Residential/Commercial	Request
D.R. Horton	College Street – Pod B	Residential	Final Plat Review
City of Hapeville	N/A	N/A	Text Amendment – Tree Bank

• **Design Review Committee:** Wednesday, September 18th at 6 p.m.

• **Board of Appeals:** Thursday, September 26th at 6 p.m. - Canceled.

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.

Main Street Board of Directors – Upcoming Events:

- **Ribbon Cutting Event:**
Join us on Thursday, September 12th, at 10 a.m. as we welcome Greyson Recovery & Mediation Solutions (GRAMS) to Hapeville! GRAMS, LLC, located at 1005 Virginia Avenue, Suite 210, offers a range of services including mediation, business formation, asset recovery, notary services, and business/personal document drafting. For more information, visit their Instagram page: <https://www.instagram.com/gramslc/>.

- **Hapeville Shutter Fest!** Saturday, October 5th Hapeville Main Street partners with Cat Eye Creative to bring an annual photography exhibit to Hapeville! Located in the Hapeville Depot Plaza and Arts Alley, this event brings photography to life with large images hanging on the fences along with 3 exhibits- in the Art Container in Jess Lucas Park, the Art Container in Arts Alley, and the Methodist Church, from 5 p.m. - 8 p.m. Enjoy the photography, music, and company! Info: [https:// www.hapeville.org/716/ Hapeville-Shutter-Fest](https://www.hapeville.org/716/Hapeville-Shutter-Fest) or call (404) 669-8269.

Main Street Board of Directors Meeting:

Wednesday, September 11th at 6 p.m. (Municipal Annex, 700 Doug Davis Drive)
 Agenda Packet: <https://hapevillega.portal.civicclerk.com/>

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 May 2024/ Expected Closing Date for June 2024 is September 30, 2024.

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.
- Install 2024 – Bridge Period Budget when FY2023-2024 is officially closed.
- 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
- FY2022-23 Audit is Complete - Clean Audit Opinion Rendered
- Prepare for FY2023-24 audit.
- Review past audit results.

Finance/Accounting and Reporting Activities

- Train Accounting staff - ongoing - bank reconciliations, 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.
- 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
- Completed Police Department Vehicles Financing with Regions Bank for 2023
- Received GFOA Certificate of Achievement Award for Excellence in Financial Reporting for Fiscal Year Ending June 30, 2023, and the past nine years.
- Completed and Submitted Equitable Sharing Agreement & Certification (ESAC) with U.S. Department of Justice (USDOJ) for FY End Date of June 30, 2023.
- GFOA Certificate of Achievement application has been submitted for Fiscal Year Ending June 30, 2023 and has been considered eligible for review.
- 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.
- Actual Fiscal Year Change Process will take place in October 2024 after current Fiscal Year is officially closed.
- Submitted Request for Proposals to four (4) Banks to obtain the best financing terms for (2) Fire vehicles - Not yet Purchased and two (2) Solid Waste vehicles – Already Purchased
- Prepared and submit all requested documents to financing company to receive loan proceeds for Solid Waste Vehicles Already Purchased- Funding Received
- Submitted required annual ARPA Reporting/Certificate for Year 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.

August 2024 Taxes Collected	
Real Property Taxes	\$171943.14
Personal Property Taxes	\$0.00
Stormwater Fees	\$8,719.98
Public Utilities	\$0.00
Total Collected July 2024	\$180,663.12

August 2024 Occupational Permits	
New Business License Applications	4
New Business Licenses – Issued	9
Business License Renewals	387

August 2024 Water Accounts	
New Commercial Accounts	5
New Residential Accounts	36
Total New Accounts	41

Monthly Water Collection	
Utility Payments	\$291,359.00
Water Deposits	\$5,100.00
Total Collected – August 2024	\$296,459.00

Open Records Requests	
ORR-2024-294	Completed
ORR-2024-295	Completed
ORR-2024-325	Completed

DEPARTMENT ACTIVITIES

Admin:

Hapeville's Financial Assistant Director, Chrislyn Turner, resigned August 30, 2024. In the interim, Human Resources Manager, Stacie Johnston, will assume her responsibilities.

2024 Tax Collections:

Fulton County mailed out Annual Notice of Assessment notices late June. This file includes an **estimate** of potential Hapeville October 2024 taxes. Hapeville's FY24 taxes will be solidified after the Mayor and Council review and approve a FY24 mileage rate, and public hearings are held.

2023 Tax Collections:

Year-to-date, staff has collected \$5,833,807.29 in FY23 real property taxes and \$767,761.14 in personal property taxes.

2023 Delinquent Taxes:

The City of Hapeville facilitated a Tax Sale, which took place at 10 a.m. on Tuesday, August 6, 2024. At the beginning of the day, five (5) properties were up for sale. Prior to the start of the auction, three (3) properties owners came in and paid; the remaining two (2) were sold.

Stormwater Fees:

Stormwater fees were mailed in February 2024. Hapeville processed invoices for \$260,200.00. Year to date, the staff has collected \$185,780.09, or **71%** of the total invoiced. The Stormwater invoices will be due on **April 6, 2024**. Penalties and fees have been added to all outstanding stormwater accounts.

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 Department at 404-669-2102.

New businesses for August 2024:

1. Chilos Taqueria LLC
2. MainSource Roof Management
3. Divine Angels Home Care
4. Greyson Recovery & Mediation Services
5. Shubh Shloka LLC
6. Serenity Massage Spa
7. Swan Aesthetics ATL Spa
8. RHO LLC dba Folk Art Claudette
9. Out of The Box Fashion LLC

Business License Renewals:

During August 2024, the city collected \$2,697.06 in new license and renewal fees. Two applications were rejected due to the zoning restraints. There are several pending business applications that will likely be approved in September 2024 as some are finishing construction and pending inspections.

In total, Hapeville has **387** active businesses.

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	September 17 th	6 p.m.	Hapeville Municipal Annex

OPEN RECORDS REQUEST

Month: August 2024

Record Request Type	# of Processed
Public Safety Request	55
General Open Record Request	30

Potential training courses: Carl Vision training for employees and Board members will be hosted in early fall 2024.

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

MAJOR PROJECT(S)

Project(s)	Deadline
The website redesign	Completed
The "MyHapeville GA" App project is currently in process.	Completed
Travel policy is completed.	Currently in effect
Records Destruction Form	Completed
Working with the City Attorney to Amend Alcohol Ordinance	Completed
Centralizing Alcohol New/Renewal process	TBD
Alcohol Beverage Renewal	September 15 th
Alcohol Delinquent Letters Mailed	Completed
Christmas Employee Luncheon	TBD

ALCOHOL BEVERAGE LICENSE CALENDAR 2024

New Alcohol Licenses	1
ESTABLISHMENT NAME	
RHO LLC dba Folk Art Claudette	Pending

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: Property Tax Specialist, Firefighter EMT I or A, Firefighter Paramedic, Police Officer, Communications Officer, Code Enforcement Officer, and Reserve Police Officer. Applications are available online (www.hapeville.org).

The city is paperless for the application process.

OTHER INITIATIVES:

- In process - Update Personnel Policy Manual
- In process – restructuring of filing system and records retention for our department.
- Assist with hiring efforts for all departments.
- New Hires
 - Thomas Rivers – Maintenance Worker
 - Thomas Thwaites – Maintenance Worker
 - Christopher Waller – Firefighter/EMT
- ORR- 2024-286
- ORR-204-289
- PSR-2024-409
- Welcome Fire Marshal Billy Pildner
- Congratulations Nyfeesa Valentine for being promoted to Full-Time Customer Service Representative
- Left Employment – Kyle McElroy, Chrislyn Turner

HAPEVILLE MUSEUM:

Samantha Singleton, Manager

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

Volunteers:

- Looking to volunteer? Email ssingleton@hapeville.org for more information.
- **Visitor Year to Date:** 1,445

Highlights:

- **Artist Talk and Reception for Kate Luther's art show Lois Rogerz: The Same as Always-** 8/10 7-9pm. The museum had a packed house with nearly half of the guests coming

from Athens. Many guests reported that it was their first time in Hapeville and received recommendations on Hapeville dining options and activities from the Museum.

- **Workshop with Emma Chammah of the Atlanta Contemporary's Artist Program**
8/31 2-4pm. The workshop entailed several activities that prompted attendees to share thoughts and ideas on envisioning a healthier and safer transportation environment in Metro Atlanta. There was a hands-on crafting activity where attendees created their ideal "intersection", based on video feed from GDOT cameras. The app then "painted" the image as cars drive by.

Upcoming Events and Exhibits:

- **Happy Days Display** – On view September 18th-21st during museum hours. Visit the museum's gallery space to take a walk down memory lane with Hapeville High School yearbooks and memorabilia. There will be a large table to sit at and share memories as well as a chalkboard to add your Hapeville story.
- **Whiskey on the Rails: Hapeville and Southern Prohibition**
RSVP at info@hapevilledepot.org for the opening reception on Friday, October 11th from 6-8pm with a lecture beginning promptly at 7pm.
About the Exhibit: Following a century of moral outcry and political campaigning the Federal government prohibited the production, transportation, sale, and consumption of alcohol across the nation with the passing of the 18th amendment. Before the passing of the amendment multiple states and city governments made it illegal to buy alcohol. The battle between law enforcement and bootleggers had long been raging while arguments between 'drys' and 'wets' gripped communities across the country. 'Jug Trains', 'Blind Tigers', and 'Moonshiners' would come to define the experience of the residents of Hapeville, the city of Atlanta, and the state of Georgia.
- **Rich's: A Southern Tradition-** Opening reception on December 6th from 6-8pm with a lecture by Author and Historian, Jeff Clemmons. The lecture will take place in Christ Church beginning at 6:30pm. RSVP at info@hapevilledepot.org
About the Exhibit: In 1867, less than three years after the Civil War left the city in ruins, Hungarian Jewish immigrant Morris Rich opened a small dry goods store on what is now Peachtree Street in downtown Atlanta. Over time, his brothers Emanuel and Daniel joined the business; within a century, it became a retailing dynasty. Join historian Jeff Clemmons as he traces Rich's 137-year history. For the first time, learn the true stories behind Penelope Penn, Fashionata, The Great Tree, the Pink Pig, Rich's famous coconut cake and much more.