



CIVILITY PLEDGE

The way we govern ourselves is often as important as the positions we take. Our collective decisions will be better when differing views have had the opportunity to be fully vetted and considered. All people have the right to be treated with respect, courtesy and openness. We value all input. We commit to conduct ourselves at all times with civility and courtesy to each other.

ALAN HALLMAN
MAYOR

MIKE RAST
ALDERMAN AT LARGE

BRETT REICHERT
COUNCILMAN AT
LARGE

MARK ADAMS
COUNCILMAN WARD I

CHLOE ALEXANDER
COUNCILMAN WARD II

MAYOR AND COUNCIL REGULAR SESSION

Join in person at 700 Doug Davis Drive, Hapeville, GA 30354 Or, visit the City's Website for live stream at <https://ga-hapeville3.civicplus.com/562/Agendas-and-Minutes>

November 14, 2023 6:00 PM

AGENDA

1. CALL TO ORDER:

2. ROLL CALL:

Alan Hallman
Mike Rast
Brett Reichert
Mark Adams
Chloe Alexander

3. WELCOME:

4. PLEDGE OF ALLEGIANCE:

5. INVOCATION:

6. PRESENTATIONS:

6.I. Proclamation honoring Capt. Jackson Lynn "Jack" Hudson.

Supporting Document(s):

1. Capt. Jackson Lynn "Jack" Hudson Proclamation
- 6.II. Proclamation honoring Charlotte Rentz – City Historian

Supporting Document(s):

1. Charlotte Rentz Proclamation

7. PUBLIC HEARING:

7.I. Consideration and Action to Approve the Alcohol Beverage License Request for Convo Tapas Lounge, LLC, located at 3259 Dogwood Dr, Hapeville, GA 30354.

Background:

Convo Tapas Lounge, LLC has completed all of the necessary steps in the alcohol license application process, and therefore, they are requesting approval from the Mayor and Council. All departmental reports have been received, and advertising has been completed.

Staff Comments:

Applicant Comments:

Public Comments:

Supporting Document(s):

1. Convo Tapas Lounge Application_Redacted
2. Menu
3. City Planner's Report

4. Code Enforcement's Report
 5. Fire Marshall's Report
 6. AD# 691516
 7. News Paper Ad's Payment Receipt _Redacted
- 7.II. Consideration and Action to Approve the Alcohol Beverage License Request for WiseAsh Cigars 3, LLC, located at 1155 Virginia Avenue, Ste J, Hapeville, GA, 30354.

Background:

WiseAsh Cigars 3, LLC has completed all of the necessary steps in the alcohol license application process, and therefore, they are requesting approval from the Mayor and Council. All departmental reports have been received, and advertising has been completed.

Staff Comments:

Applicant Comments:

Public Comments:

Supporting Document(s):

1. WiseAsh Cigars Application _Redacted
2. Menu
3. City Planner's Report
4. Fire Marshal's Report
5. Code Enforcement Inspection
6. AD# 691495
7. News Paper Ad's Payment Receipt _Redacted

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. Consideration and Action to Approve October 17, 2023, Council Meeting minutes.

Supporting Document(s):

1. Minutes 10172023
- 9.II. Consideration and Action to Approve the October 17, 2023, Executive Session Meeting minutes.
- 9.III. Consideration and Action to Approve the Purchase of a 2018 Ditch Witch Vacuum Excavator from United Rentals in the amount of \$ 28,567.

Background:

The City of Hapeville Water & Sewer Department has to respond to sewer backups and has relied on contractors to assist in the removal of sewage in order to remove blockages safely. Due to increasing site visit costs and limited availability of vacuum machines, the City has an opportunity to purchase their own vacuum machine at a United Rentals Equipment Sale. This purchase will be expensed from the Water & Sewer Fund and will replace the budgeted purchase of an F-150 truck in the 2023/2024 budget.

This was a time sensitive request based upon the opportunity. The request was made on Wednesday November 1st and had to be secured by Thursday November 2nd. City staff requested council authorize the purchase. Council did so authorize based on the need and opportunity. This action officially ratifies the decision.

Supporting Document(s):

1. Image-1
2. Water Department - Sewer Vacuum Request

10. OLD BUSINESS:

11. NEW BUSINESS:

- 11.I. Consideration of the Mayor and Council 2024 Meeting Schedule Ordinance. - First Reading.

Background:

City staff is requesting for Council to approve the Ordinance for the Mayor and Council 2024 meeting schedule.

Supporting Document(s):

1. 2024 Mayor and Council Meeting Schedule
2. Amendment to Ordinance for Regular Meetings

- 11.II. Consideration and Action to Approve the 2024 Holiday Schedule.

Background: City staff is requesting for Council to approve the 2024 City Holiday calendar for closures.

Supporting Document(s):

1. 2024 Holiday Schedule

- 11.III. Consideration and Action to Approve the One-Time Payment to Employees.

Background: It has been a recent custom for the City of Hapeville to distribute a one-time payment over and above regular wages and salary to our employees. We recognize the value of our employees, and without their dedication, selfless effort, and attention to detail, Hapeville could not be the great and growing city that it is. The city staff recommends a 2% one-time payment to employees, with a minimum of \$500 for full-time employees and a minimum of \$250 for part-time employees. The total anticipated cost is \$149,432.76. If approved by Council, the budget changes will be reflected in the January mid-year budget amendment. The 2% is included in the original approved budget.

Supporting Document(s):

1. One Time Incentive Pay for Fiscal Year 2023-2024 - Expected Pay Period of November 2023

- 11.IV. Discussion on Outdoor Amplified sound.

Background:

Over recent years, the City council has received periodic concerns, comments and complaints about “noise” from live bands and PA systems at venues which border on or are in close proximity to residential neighborhoods. Allowable sound decibel levels within the current city ordinance may still create some disturbance and or discomfort in surrounding residential neighborhoods. City council is not deaf to its residents nor to businesses that help make up this community. City Council has requested an open discussion at this meeting to discuss the issue, listen to our constituents, and direct staff if and as needed.

- 11.V. Consideration and Action to Extend the Moratorium on New Construction Multifamily Dwelling.

Background:

At the May 16, 2023, City Council Work Session, Mayor and Council approved a six-month moratorium on new construction of multifamily developments that were not already in the planning and permitting pipeline. During the moratorium, city staff was tasked with reviewing its current and future staffing and infrastructure for sufficiency to accommodate the growth that will happen as a result of the current building developments. At this meeting, staff will share its update with City Council and request a determination on whether to extend the moratorium unconditionally or with conditions or allow the moratorium to end.

12. CITY MANAGER REPORTS:

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.



PROCLAMATION RECOGNIZING AND HONORING CAPTAIN JACKSON LYNN “JACK” HUDSON

WHEREAS: Born on May 30, 1942, Captain Jack Hudson is a native of Hapeville, Georgia, where he spent his youth, graduating from Hapeville High School in 1960, where he was captain of the football team and served as senior class president and where his desire to become an aviation pilot originated; and

WHEREAS: Captain Hudson studied and graduated from the United States Air Force Academy in 1964 and subsequently was stationed at Elgin Air Force Base, where he flew F-104s. In 1969, Captain Hudson served in Southeast Asia with an A1E Skyraider air search and rescue unit; and

WHEREAS: Captain Hudson was awarded the Air Force Cross, the nation's second highest award for valor, for combat action, resulting in the rescue of fifty-four US troops. Before leaving the war zone, Captain Hudson was himself shot down but escaped injury and was quickly retrieved by his fellow flyers. Captain Hudson also received the Air Force Commendation Medal, the Air Medal with Oak Leaf clusters, and the Distinguished Flying Cross with Oak Leaf Clusters; and

WHEREAS: We recognize the exceptional contributions of our veterans. We are forever indebted to them for preserving our freedom and peace. The City of Hapeville is very proud of Captain Jack Hudson's service, beyond the call of duty, his contributions, and his sacrifices to our wonderful Country, and the freedoms we enjoy each day are made possible by the many brave men and women of our United States Military; and

WHEREAS: Although Captain Hudson is no longer with us. It is fitting to recognize Hapeville's most extraordinary and show appreciation to the unwavering individual of our great community; and

THEREFORE, BE IT RESOLVED that the members of this City Council formally do hereby deem it an honor and pleasure to extend this Proclamation of Recognition to Captain Jackson Lynn "Jack" Hudson and the Hudson Family. Let us reflect upon Captain Jack Hudson's actions with pride and gratitude as we pay tribute to veterans such as Captain Hudson for the price, they paid to ensure that America is beautiful, strong, and free:

By: 

Alan Hallman, Mayor

Attest: 

Sharee N. Steed, City Clerk





PROCLAMATION RECOGNIZING AND HONORING CHARLOTTE RENTZ

- WHEREAS:** The City of Hapeville would like to Celebrate and Recognize the Contribution of Ms. Charlotte Rentz for her Years of Service within the City of Hapeville and for being a staple in the community; and
- WHEREAS:** Ms. Charlotte Rentz's 30-year career included teaching and consulting appointments with Stanford Research Institute, the University of Georgia, Georgia State University, and the University of North Carolina. Ms. Rentz has an ED.D. Degree in Research Design and Measurement from the University of Georgia. Her early consulting services concentrated on research, measurement, and training clients in state or local public education; and
- WHEREAS:** In the late 1990s, Ms. Rentz refocused her problem-solving and volunteer services to concentrate on her local community. During the years 2008-2017, she continued support for local education by serving on the Hapeville Elementary School Council and the Superintendent's Community Council; and
- WHEREAS:** During her tenure with the Hapeville Planning Commission, in which she served for 15 years. Ms. Rentz's involvement played a significant role in four major City Planning projects from 2013-2017, which included securing a yearly tour of independent filmmakers and adding The City of Hapeville to the National Register of Historic Places designation; and
- WHEREAS:** As President of the Hapeville Historical Society, Ms. Rentz oversaw the renovation and upgrade of the Christ Church. She was instrumental in the relocation to preserve the historic church and influential in making the Depot museum a major tourist attraction; and
- WHEREAS:** As Chairman of the Main Street Board, Ms. Charlotte Rentz was a pivotal contributor to the concept of deeming Hapeville as an Arts Destination. Ms. Rentz received the "Hartsfield Jackson Volunteer" award for the year in 2003 and was named the Hapeville Woman of the Year in 2005; and

THEREFORE, BE IT RESOLVED that the members of this City Council formally do hereby deem it an honor and pleasure to extend this Proclamation of Recognition to Ms. Charlotte Rentz. We salute her hard work and career of selfless dedication and hereby appoint:

MS. CHARLOTTE RENTZ THE OFFICIAL HISTORIAN FOR THE CITY OF HAPEVILLE

We express our sincerest gratitude for being a pillar in the Hapeville Community.

By:

Alan Hallman, Mayor

Attest:

Sharee N. Steed, City Clerk

Alcohol Beverage License Application

Instructions: This application must be typed or printed legibly and executed under oath. Each question must be fully answered. If space provided is not sufficient to answer the question please use a separate sheet of paper.

Holding an alcohol beverage license with the City of Hapeville is a privilege.

Date: 9/8/23 ☒ New ☐ Amended

Contact Name: Lorraine Patterson Phone: [REDACTED]

Business/Trade Name: Convo Tapas lounge

D/B/A: Restaurant

Email: Convoat1@gmail.com

Emergency Contact Name: Nell Patterson Phone: [REDACTED]

Business Address: 3259 Dogwood Dr. 30354

TYPE OF BUSINESS

- | | |
|--|---|
| ☐ Convenience Store | ☐ Specialty Beverage Store |
| ☐ Grocery Store | ☒ Restaurant |
| ☐ Hotel/Motel | ☐ Restaurant under 2,000 Sq. Ft. |
| ☐ Package Store | ☐ Wholesale |
| ☐ Manufacturer | ☐ Other: _____ |

TYPE OF LICENSE AND FEES

<u>Retail</u>		<u>On-Premise Consumption</u>		<u>Wholesale/Manufacturer</u>	
☐ Beer/Wine	\$3,150.00	☐ Beer/Wine	\$3,150.00	☐ Beer/Wine	\$3,150.00
☐ Package	\$5,000.00	☒ Beer/Wine/Liquor	\$5,000.00	☐ Beer/Wine/Liquor	\$5,000.00

On-Premise Consumption below 2,000 Sq. Ft.

- | | |
|---------------------------------|-----------|
| ☐ Beer | \$750.00 |
| ☐ Wine | \$750.00 |
| ☐ Liquor | \$1600.00 |

APPLICANT INFORMATION

Please submit a passport photograph of owner(s) with completed application.

Full Name: Lorraine Patterson Date of Birth: [REDACTED] 1982
Current Address: [REDACTED]

Spouse Name: _____

Address of Applicant (if different for the past 5 years):

Name and Location of Employers for the last five years: Hookah Life LLC
[REDACTED]

Have you been arrested in the last five years? ☐ Yes ☒ No (If yes, explain)

Has your spouse been arrested in the last five years? ☐ Yes ☐ No (If yes, explain) _____

BUSINESS INFORMATION

Type of business entity: ☒ Sole Proprietorship ☐ Partnership ☐ Corporation ☐ Other

Has an Occupational Tax Certificate been obtained and paid for said business? ☐ Yes ☐ No (If not issued by the City of Hapeville please include a copy with application.)

Federal Tax ID Number: 88-2770875 State Tax ID Number: 20289480990
308885285

Do you own the property? ☐ Yes ☒ No (If no, please provide name, address, and contact number for the landlord. A copy of the Lease must be attached to this application.) _____

Name each person(s) having a financial interest in the Establishment.

Full Name	Position	Social Security Number	Address	% of Interest
Lorraine Patterson	owner	[REDACTED]	[REDACTED]	100%

Have you or anyone with interest in the establishment ever or do you currently hold an alcohol beverage license with any other municipality, county, or state? ☐ Yes ☐ No

If so, have you or anyone holding interest in the establishment ever been placed on probation or had your license revoked? ☐ Yes ☒ No (If yes, please explain on separate sheet of paper and attach hereto.)

Provide name, address, Social Security Number, and phone number for each Manager if different from owner. A passport photograph, Personnel Statement, and Background Check must be submitted for each manager.

Full Name	Social Security Number	Address	Phone Number
Vinson Starr			

BUSINESS SPECIFIC INFORMATION

County Tax Parcel ID 14-0098-0016-004-8 Zoning District V

Nearest Intersection: North Ave

Building Square Footage: 2441 Business Square Footage (if not using entire building): _____

Patio/Outdoor Dining Square Footage (if applicable): 462

Number of Parking Spaces for business? (Attach site plan showing designated, striped parking and lighting)

If shared parking, detail of how many are dedicated to the business and details of other businesses sharing parking (addresses). Convo Restaurant will share

Parking with A Mart 3266 Dogwood Dr. 30354 Using 22 of there space 6 of our own

Hours/days of operation: 11am-12am mon-Friday
Saturday 11am-12am Sun 11am-10pm

Description of adjacent properties (residential/commercial) Commercial - Tia
Rose, A Mart, The green bug store
Residential - 608 North Ave. Hapeville.
3 607 North Ave

If application is for Retail Sale, attach a surveyor's certificate containing the following information:

- ☐ A scale drawing of the building and/or proposed building
- ☐ The proposed off-street parking facilities available to the building and all outdoor lighting on the premises
- ☐ The exact location of the business, including street address, ward, and county tax map number
- ☐ Current zoning classification of the location
- ☐ The distance from the business to each of the following: the nearest school, church building, and the nearest alcoholic treatment center owned and operated by state, county or municipality.

VERIFICATION OF APPLICATION

I hereby make application for an Alcohol Beverage License for the City of Hapeville. I understand that holding this license is a privilege. I do hereby affirm and swear that the information provided herein is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application. I understand the City of Hapeville reserves the right to

enforce any and all ordinances regardless of payment of license fee and further that it is my/our responsibility to conform with said ordinances in full. I hereby acknowledge that all requirements shall be adhered to. I can read the English language and I freely and voluntarily have completed this application. I understand that it is a felony to make false statements or writings to the City of Hapeville pursuant to O.C.G.A. §16-10-20.


Signature of Applicant or Agent

Lorriene Patterson
Print or Type Name

I certify that Lorriene Patterson (name of applicant) personally appeared before me, and that he signed his name to the foregoing statements and answers made therein, and under oath, has sworn that said statements and answers are true.

This 8th day of September, 2023.

Brandy Boyce
Notary Public

My commission expires on: 09/12/2023



SMALL TALK

- Islam Shrimp** \$17
Flash fried and tossed in our scotch bonnet buffalo sauce, topped with pineapple salsa.
- Crawfish Dip** \$12
Crawfish tails baked in 3 cheese dip and green onions served with wontons.
- Chicken Hibachi Roll** \$14
Chicken fried rice filled wrap friend and served with convo pink sauce.
- Convo Wings** \$13
Hot, Lemon Pepper, Jerk BBQ, Mango Habenero, Ranch.
- Crab Claws** \$18
Flash fried and served with convo sauce.
- Convo Cornbread (V)** \$11
Berry Jam and Honey Butter

SIDE CONVO

Parmesan Fries
Mac & Cheese
Street Corn Ribs
Braised Collards
Jalapeno Cheddar Grits
Side Salad
Garlic Harb Mash

CONSUMING
RAW OR UNDERCOOKED MEATS,
POULTRY, SEAFOOD,
SHELLFISH, OR EGGS MAY
INCREASE RISK OF FOODBORNE
ILLNESS ESPECIALLY
OF YOU HAVE CERTAIN MEDICAL
CONDITIONS.

MAIN TOPIC

- Shrimp & Grits** \$23
Creamy jalapeno cheddar grits, chicken sausage, tomato, fried collard greens.
- Fried Snapper** \$26
Whole flash fried snapper served with escovitch vegetable, sweet chili.
- Southern Bird** \$28~
½ chicken hand tossed and deep fried and served with (2) side convo.
- Seafood Lasagna** \$32
Shrimp and lobster baked with parmesan and mozzarella cheese.
- Jerk Alfredo (V)** \$18
Linguine tossed in our jerk cream sauce with tomato, bell pepper, onion and shaved parmesan.

Chicken+\$6 , Shrimp+\$8 , Salomon+\$9

- Lamb Talk** \$39
Chops you will want to have convo about served with (2) side convo.
- Talk'n Smash Burger** \$18
Lettuce, tomato, pickle, grill onion, cheddar cheese and convo sauce.

KEEP THE CONVO CLEAN

- Caesar** \$9
Tomato, shaved parmesan, crouton
- Convo Salad** \$12
Baby spinach, strawberry, candied pecan, avocado, goat cheese
- Cobb** \$14
Tomato, bacon, egg, avocado, blue cheese, red onion

Dressings – Caesar, Ranch, Balsamic, Vinaigrette, Red Wine Vinaigrette

Chicken+\$6 , Shrimp+\$8 , Salomon+\$9



Alcohol License Establishment Planning & Zoning Form

Date: October 15, 2023

Business Name: Convo Tapas Lounge LLC

Business Address: 3259 Dogwood Dr, Hapeville, GA 30354

Business Owner: Lorriene Patterson

Business Owner Address: 5720 Partin Lane, Ellenwood, GA 30294

Building Square Footage: 2,441 SF

Square footage of Business Unit: 2,441 SF plus 462F outdoor dining

Will the establishment provide patio/outdoor dining? Yes.

Number of Parking Spaces Provided: Application states 6 plus off site parking arrangements with Super A. Approved by BOA.

Proposed Business Hours: Mon-Sat 11am to 12am; Sun 10am to 10pm

Zoning Classification: V, Village

Sec. 93-11.1-1. - Intent.

The V district is established in order to:

- (1) Accommodate a mixed-use, urban fabric that preserves neighborhood scale;
- (2) Accommodate residents in the district with pedestrian access to services and employment typical of a live/work community;
- (3) Promotes neighborhoods established near shopping and employment centers;
- (4) Encourage pedestrian and neighborhood uses in the commercial area;
- (5) Discourage land uses, which are automobile or transportation related;
- (6) Exclude industrial uses such as manufacturing, processing and warehousing;
- (7) Promote retail and related commercial uses such as business offices, florists, card shops antiques, apparel and banks; and
- (8) Encourage mixed use with commercial uses on the first floor and residential living above.

Sec. 93-11.1-2. - Permitted uses.

The following are permitted within the V zone:

- (1) Any use permitted in the D-D zone;

ARTICLE 19. - D-D ZONE (DOWNTOWN DEVELOPMENT)

Sec. 93-19-3. - Uses; permitted and nonpermitted.

(a) *Permitted uses.*

- (7) Restaurants or carry-out restaurants but not including drive-through/drive-in restaurants. Such restaurants shall be allowed to operate no more than six billiard tables upon the premises.

ARTICLE 22.1. - DIMENSIONAL REQUIREMENTS

Parking Requirements

- c. One parking space for every 200 square feet of enclosed commercial floor area.

ARTICLE 28. - A-D ZONE (ARTS DISTRICT OVERLAY)

Sec. 93-28-7.3. - Cultural and entertainment uses.

(a) Brew pubs, including outdoor seating.

(b) Microbreweries, subject to the provisions of chapter 5, "Alcoholic beverages," of this Code, and the development standards set forth in [section 93-28-12](#) of this Code.

(c) City-sponsored and/or approved outdoor cultural events and performances that feature visual art, music, dance, theater, performance art, science, design or cultural heritage.

(d) Live entertainment, provided that all establishments hosting live entertainment shall comply with any and all applicable noise regulations and ordinances of the city.

Does the proposed use require a Conditional Use Permit? No.

Number of parking spaces required by zoning: Compliant

Outdoor dining: Yes. Alcohol may be served/consumed at outdoor dining tables as there is a defined and enclosed patio area (Sec. 5-6-4. - Sales outside of licensed premises.)

Zoning Compliance

Zoning Classification: V, Village. The business is a restaurant which has an approved occupational tax permit for zoning compliance in the V zoning district.

Alcoholic Beverage Ordinance Compliance

Sec. 5-3-4. – Standards for approval, denial, renewal, suspension or revocation.

- (1) The nature of the neighborhood immediately adjacent to the proposed location, that is, whether the same is predominantly residential, industrial or business.
The proposed location is in a commercial corridor of Hapeville that is immediately adjacent to a residential neighborhood. The rear setback of the building is approximately 10 feet from the rear property line which is the side yard of the adjacent residence. Noise, given the close proximity to the adjacent residential dwelling, may create a nuisance.
- (2) The proximity of churches, school buildings, school grounds, college campuses, and alcoholic treatment centers owned and operated by the state or any county or municipal government therein.

There are no alcoholic treatment centers owned and operated by the state or county or municipal government within 100 yards. The closest churches are Greater Mt Pleasant Baptist and God's City of Refuge Christian Church which are both over an estimated 1,000 ft away. The closest school is Discovery Montessori which is also over 1,000 ft away.

- (3) Whether the proposed location has adequate off-street parking facilities or other parking available for its patrons.

The business is located in an existing building. The Board of Appeals has approved an off-site parking agreement.

- (4) Whether the location would tend to increase and promote traffic congestion and resulting hazards therefrom.

This area is a commercial corridor. There may be a concern that traffic could spill over into the neighboring residential area.

- (7) The applicant, business or licensee's meeting of the requirements of this chapter and state, federal and local laws, including as such pertains to notice and distance requirements, fire codes, building, zoning, parking, storage, sanitation codes, parking buffers, lighting and other matters relating to public welfare and safety and the use or sale of alcohol at the proposed location.

The business is compliant with zoning.

Sec 5-6-3 – On premises consumption establishments.

- (2) No pouring of liquor, malt beverages, or wine, or any other on-premises alcohol service shall be permitted between the hours of 12:00 a.m. and 8:00 a.m. for licensed establishments whose property lines abut an area zoned residential, and 2:00 a.m. and 8:00 a.m. for all others. Except for bed and breakfasts and hotels, all patrons shall vacate such licensed establishments whose property lines abut an area zoned residential no later than 12:45 a.m., and 2:45 a.m. for all others. For purposes of this subsection, "residential" shall mean any parcel of land designated for use as a single or multifamily dwelling and duplexes.

No pouring of liquor, malt beverages, or wine, or any other on-premises alcohol service shall be permitted between the hours of 12:00 a.m. and 8:00 a.m. for licensed establishments whose property lines abut an area zoned residential.

- (3) No pouring of liquor, malt beverages, or wine, or any other on-premises alcohol service shall be permitted on Sundays between the hours of 8:00 a.m. and 11:00 a.m.

Compliant

Sec. 5-6-7. - Regulations of restaurants; reporting food sales.

- (a) A restaurant holding an alcohol beverage license must (i) be open to the public at least six hours per day, serving at least two meals per day, with a minimum serving time of three hours per meal; and (ii) serve meals at least six days a week with the exception of weeks including holidays, vacations, and periods of redecorating. Before any repair, redecorating or any period of closure other than nationally recognized or religious holidays, vacations or emergencies, the details of such repair or redecorating shall require approval by the city manager who shall first submit such information to the city manager for review and recommendation. Where closure is the result of a catastrophic emergency, post closure review can be applied for; however, such review request must be applied for by the license holder no later than 30 days post closure or the same closure may be prosecuted as a violation of this section and may result in administrative proceedings as well.

Compliant

- (b) Serving of alcoholic beverages at off-premises locations shall not be the principal business of the restaurant and consumption on the premises shall only be incidental thereto.

N/A

- (c) As used in this section, seating capacity shall mean that no more than 25 percent of such seating shall be at a common table or counter area or shall be other than individual tables or booths designed for seating of at least two individuals.

Should be confirmed by Fire Marshall and/or Police Department

- (d) The restaurant, including its front facing exterior windows and doors, shall be designed in a manner which affords police and public safety personnel a clear view into the restaurant's interior.

Confirm with Fire Marshall and/or Police Department.

- (e) The principal business of a restaurant shall be the sale of food. As used in this section, principal business shall mean that at least 30 percent of the receipts of such business shall come from the sale of food. While a separate license shall be required for each food establishment within a hotel, the food and alcohol sales percentages for a hotel shall be calculated as an aggregate number for the hotel and not based on each individually licensed establishment.

Compliant per occupational tax permit. Must submit receipts to City Clerk



Alcohol Establishment Code Enforcement Inspection

Date: _____

Business Name: _____

Address: _____

Exterior Observations:

Condition of Signage: _____

Window Signage & Visibility: _____

Condition of Property: _____

Exterior Illumination: ____ Low Level ____ Moderate Level ____ High Level

Employee ID Badges: ____ In Compliance ____ Non-Compliant ____ N/A (in progress)

Interior Observations:

Alcohol License ____ In Compliance ____ Non-Compliant ____ Not issued

Interior Illumination: ____ Low Level ____ Moderate Level ____ High Level
 ____ Unknown

Cameras: ____ In Compliance ____ Non-Compliant ____ N/A
(in-progress)

Broken Packages: ____ In Compliance ____ Non-Compliant ____ N/A

Traffic Considerations:

Private Property Accidents _____ Notes: _____

COMPLIANCE: Please correct the code violations within ____ days from receipt of this notice to be considered for an Alcohol License.

RIGHT TO APPEAL: Appeals are made thru the ARB, City of Hapeville Mayor and Council by contacting City Hall at 404-669-2100. Non-compliance may result in a Court Citation.

Additional Violations Noted: _____

History:

____ Law Enforcement: _____ calls Code Enforcement: _____ calls

Inspector's Signature

Inspection No:	IAL 23-0015
Inspection Date:	10/13/2023
Inspection Time:	0
Inspected By:	Eskew, Brian

HAPEVILLE FIRE DEPARTMENT FIRE INSPECTION REPORT

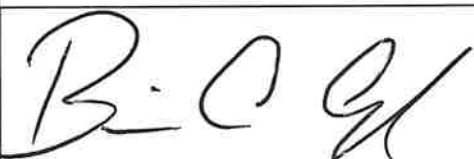


Inspection and Compliance Orders					
Facility:	Convo Tapas Lounge		Address:	3259 Dogwood Drive	
Phone:					
Fax:			City:	City of Hapeville	
Email:			State:	GA	Postal Code: 30354
Primary Contact					
Contact:			Work:		
Email:			Cell:		

Inspection Type:	Inspection - Business License
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Violation Code	Days to Correct*	Violation	Notes	Location
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Inspection Notes:
Approved For Alcohol License

Inspector: Brian Eskew	

* Number of days to correct from date inspected.

A variance procedure is available. Please contact the inspector named for further assistance with this or any other matter.

Public Notice Order Confirmation

Ad Order # 0000691516 PO # Ordered By Lorreine Patterson

Account # Name Address
9062258 CONVO TAPAS LOUNGE 5720 PARTINE LANE, ELLENWOOD, GA 30294
Phone Fax Email
678-764-0689

Daily Report

Placement: Business Position: Alcoholic Beverage License County:
Run Dates: 11/01, 11/08 # of Ins: 2 Ad Size: 67 Words
Subject: CONVO TAPAS LOUNGE (CC)

Gross Amount
500.00

Affidavit Fee
5.00

Amount Due
505.00

Ad Text

Corrections

Please review and provide corrections as needed.

ON PREMISE CONSUMPTION
APPLICATION HAS BEEN MADE BY CONVO TAPAS
LOUNGE OWNER LORREINE PATTERSON, AT
3259 DOGWOOD DRIVE, HAPEVILLE, GA 30354 FOR
THE ISSUANCE OF A 2023 ALCOHOL BEVERAGE
ON PREMISES CONSUMPTION OF BEER, WINE
AND LIQUOR. A PUBLIC HEARING WILL BE HELD
BY HAPEVILLE MAYOR AND COUNCIL ON NOVEM-
BER 14TH2023, AT 6:00 PM AT HAPEVILLE MUNICI-
PAL COMPLEX AT 700 DOUG DAVIS DRIVE,
HAPEVILLE, GEORGIA 30354.
#0000691516:11/01-2AS

Payment By Credit Card

() Visa () MC () Amex

Credit Card #: _____ Exp. Date: ____ / ____ Security Code: _____
Card Holder Name: _____ Signature: _____ Pmt Amount: _____



Daily Report

MERCHANT # 490300047820

Tel. No. 212-457-7700

Payment Receipt

Bill To Name:	CONVO TAPAS LOUNGE
Bill To Acct No.:	██████████
Credit Transaction No.:	P490279
Order No.:	0000691516
Payment Method:	Credit Card
Payment Amount:	\$505.00
Transaction Date:	10/26/2023
Transaction Type:	Payment
Card Holder Name:	Lorraine Patterson
Card Number / Type:	██
Card Expiration Date:	██████
Authorization Code:	██████
Payment Ref:	jts4ctj4
Processed By:	Alecia Seals

Payment Notes:

Customer acknowledges receipt of Goods and/or Services in the amount of the total Payment Amount shown herein and agrees to perform the obligations set forth by the Customer's Agreement with the Issuer.

For any questions/concerns regarding the above transaction, please contact aseals@alm.com and thank you for your business.

Alcohol Beverage License Application

Instructions: This application must be typed or printed legibly and executed under oath. Each question must be fully answered. If space provided is not sufficient to answer the question please use a separate sheet of paper.

Holding an alcohol beverage license with the City of Hapeville is a privilege.

Date: 6/29/2023 ☒ New ☐ Amended

Contact Name: Brian Boulware Phone: [REDACTED]

Business/Trade Name: WiseAsh Cigars 3 LLC

D/B/A: WiseAsh Airport Cigars & Spirits

Email: [REDACTED]

Emergency Contact Name: SHIRLEY BOULWARE Phone: [REDACTED]

Business Address: 1155 Virginia Ave Hapeville, GA 30354

TYPE OF BUSINESS

- | | |
|--|---|
| ☐ Convenience Store | ☐ Specialty Beverage Store |
| ☐ Grocery Store | ☐ Restaurant |
| ☐ Hotel/Motel | ☐ Restaurant under 2,000 Sq. Ft. |
| ☐ Package Store | ☐ Wholesale |
| ☐ Manufacturer | ☒ Other: <u>TOBACCO LOUNGE, BAR</u> |

TYPE OF LICENSE AND FEES

	Retail	On-Premise Consumption	Wholesale/Manufacturer
☐ Beer/Wine	\$3,150.00	☐ Beer/Wine \$3,150.00	☐ Beer/Wine \$3,150.00
☐ Package	\$5,000.00	☐ Beer/Wine/Liquor \$5,000.00	☐ Beer/Wine/Liquor \$5,000.00

On-Premise Consumption below 2,000 Sq. Ft.

- | | |
|--|-----------|
| ☒ Beer | \$750.00 |
| ☒ Wine | \$750.00 |
| ☒ Liquor | \$1600.00 |

Please submit a passport photograph of owner(s) with completed application.

Spouse Name: SHIRLEY BOULWARE

Address of Applicant (if different for the past 5 years):
N/A

Name and Location of Employers for the last five years: N/A

Have you been arrested in the last five years? ☐ Yes ☒ No (If yes, explain)

Has your spouse been arrested in the last five years? ☐ Yes ☒ No (If yes, explain) _____

Type of business entity: ☐ Sole Proprietorship ☐ Partnership ☒ Corporation ☐ Other

Has an Occupational Tax Certificate been obtained and paid for said business? ☐ Yes ☒ No (If not issued by the City of Hapeville please include a copy with application.)

Federal Tax ID Number: 93-1834853 State Tax ID Number: _____

Do you own the property? ☐ Yes ☒ No (If no, please provide name, address, and contact number for the landlord. A copy of the Lease must be attached to this application.) 3350 Riverwood Pkwy SE, Suite 450, Atlanta
GA 30339

Name each person(s) having a financial interest in the Establishment.

Full Name	Position	Social Security Number	Address	% of Interest
Brian Boulware	Owner	[REDACTED]	[REDACTED]	100%

Have you or anyone with interest in the establishment ever or do you currently hold an alcohol beverage license with any other municipality, county, or state? ☒ Yes ☐ No

If so, have you or anyone holding interest in the establishment ever been placed on probation or had your license revoked? ☐ Yes ☒ No (If yes, please explain on separate sheet of paper and attach hereto.)

Provide name, address, Social Security Number, and phone number for each Manager if different from owner. A passport photograph, Personnel Statement, and Background Check must be submitted for each manager.

Full Name	Social Security Number	Address	Phone Number
Brian Bulwark			

BUSINESS SPECIFIC INFORMATION

County Tax Parcel ID _____ Zoning District _____

Nearest Intersection: Norman Berry & Virginia Ave

Building Square Footage: 1700 SQ/FT Business Square Footage (if not using entire building): _____

Patio/Outdoor Dining Square Footage (if applicable): 200 SQ/FT

Number of Parking Spaces for business? (Attach site plan showing designated, striped parking and lighting)

100 PARKING SPACES

If shared parking, detail of how many are dedicated to the business and details of other businesses sharing parking (addresses). ALL BUSINESSES IN UNIT SHARE SAME PARKING SPACES, 20 FOR OURS AND ROUGHLY 20 FOR EACH OTHER BUSINESS

Hours/days of operation: M-F 11AM - 10PM SAT - 11AM - 2 AM SUN - 12PM- 10PM

Description of adjacent properties (residential/commercial) Commercial - McDonalds, Uptown Comedy Club, Irish Bred Pub

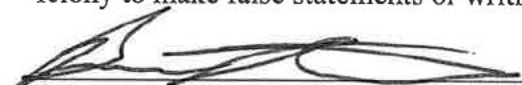
If application is for Retail Sale, attach a surveyor's certificate containing the following information:

- ☐ A scale drawing of the building and/or proposed building
- ☐ The proposed off-street parking facilities available to the building and all outdoor lighting on the premises
- ☐ The exact location of the business, including street address, ward, and county tax map number
- ☐ Current zoning classification of the location
- ☐ The distance from the business to each of the following: the nearest school, church building, and the nearest alcoholic treatment center owned and operated by state, county or municipality.

VERIFICATION OF APPLICATION

I hereby make application for an Alcohol Beverage License for the City of Hapeville. I understand that holding this license is a privilege. I do hereby affirm and swear that the information provided herein is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application. I understand the City of Hapeville reserves the right to

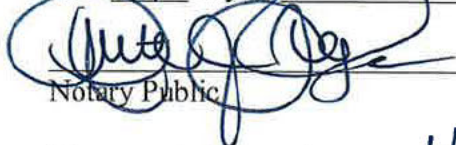
enforce any and all ordinances regardless of payment of license fee and further that it is my/our responsibility to conform with said ordinances in full. I hereby acknowledge that all requirements shall be adhered to. I can read the English language and I freely and voluntarily have completed this application. I understand that it is a felony to make false statements or writings to the City of Hapeville pursuant to O.C.G.A. §16-10-20.


Signature of Applicant or Agent

Brian Boulware
Print or Type Name

I certify that Brian Boulware (name of applicant) personally appeared before me, and that he signed his name to the foregoing statements and answers made therein, and under oath, has sworn that said statements and answers are true.

This 29 day of June, 2023


Notary Public

My commission expires on: 1/27/2023



Food & Beverage Menu



Snacks

Chef's Charcuterie Board \$6

Served with Mini Naan

Jerk Chicken Egg Rolls \$14

Served with Mango Sauce

Spinach & Artichoke Dip \$12

Served with Mini Naan

Korean Beef BBQ Cruncheros \$12

Served with Sweet Chili Sauce

Nashville Hot Chicken Cruncheros \$12

Served with Blue Cheese Dressing

Crispy Guacamole Bites \$9

Served with Jalapeno Ranch

Crispy Mango Habanero Bites

Served with Sweet Chili Sauce

Southern Style Pimento Cheese \$9

Served with Mini Naan

After Party

Warm Chocolate Lava Cake \$8

Crispy Fried Raspberry Cheesecake \$8



Alcohol License Establishment Planning & Zoning Form

Date: October 12, 2023

Business Name: WiseAsh Cigars 3, LLC. DBA WiseAsh Airport Cigars & Spirits

Business Address: 1155 Virginia Avenue, Ste J

Business Owner: Brian Boulware

Building Square Footage: not provided

Square footage of Business Unit: 1,700SF

Will the establishment provide patio/outdoor dining? Yes, 200 SF.

Number of Parking Spaces Provided: Shared parking

STAFF USE ONLY

Zoning Classification: U-V, Urban Village

Sec. 93-11.2-3. Permitted uses.

Restaurants, grills, cafes, taverns and similar eating and drinking establishments with a maximum size of 6,000 square feet, but excluding drive-in restaurants, fast food restaurants, or restaurants in which patrons are not served exclusively seated or standing at a counter. Such restaurants, grills, cafes, taverns and similar eating and drinking establishments shall be allowed to operate no more than six billiard tables upon the premises.

Does the proposed use require a Conditional Use Permit? No.

Number of parking spaces required by zoning: 6, which will be met by shared parking.

Outdoor dining: Yes.

Staff Recommendation: The proposed location complies with zoning.

Zoning Compliance

Zoning Classification: U-V, Urban Village. The business is a restaurant which has an approved occupational tax permit in the U-V, Urban Village Zoning district.

Alcoholic Beverage Ordinance Compliance

Sec. 5-6-3. - On-premises consumption regulations generally.

The following regulations shall apply to licensed on-premises consumption establishments:

- (2) No pouring of liquor, malt beverages, or wine, or any other on-premises alcohol service shall be permitted between the hours of 12:00 a.m. and 8:00 a.m. for licensed establishments whose property lines abut an area zoned residential, and 2:00 a.m. and 8:00 a.m. for all others. Except for bed and breakfasts and hotels, all patrons shall vacate such licensed establishments whose property lines abut an area zoned residential no later than 12:45 a.m., and 2:45 a.m. for all others. For purposes of this subsection, "residential" shall mean any parcel of land designated for use as a single or multifamily dwelling and duplexes.

The stated business hours of M-F, 11am to 10pm, Saturday 11am to 2am, Sunday 12pm to 10pm are compliant. There are no residential properties abutting the proposed location.

Sec. 5-3-4. – Standards for approval, denial, renewal, suspension or revocation.

- (1) The nature of the neighborhood immediately adjacent to the proposed location, that is, whether the same is predominantly residential, industrial or business.

The proposed location is in a commercial area of Hapeville. There are other restaurants in the same property that have received alcohol licenses.

- (2) The proximity of churches, school buildings, school grounds, college campuses, and alcoholic treatment centers owned and operated by the state or any county or municipal government therein.

There is no minimum distance required for on-site premises consumption from the nearest churches, school/school grounds, college campuses, or alcoholic treatment centers.

- (3) Whether the proposed location has adequate off-street parking facilities or other parking available for its patrons.

Parking available per the approved site plan (Board of Appeals) is 115 spaces. There are other restaurants in the building that also utilize the same parking lot.

- (4) Whether the location would tend to increase and promote traffic congestion and resulting hazards therefrom.

This business is in an existing commercial center. No additional traffic is expected.

Sec. 5-6-4. - Sales outside of licensed premises.) There is a fenced in patio area.

Sec. 5-6-7. - Regulations of restaurants; reporting food sales.

- (a) A restaurant holding an alcohol beverage license must (i) be open to the public at least six hours per day, serving at least two meals per day, with a minimum serving time of three hours per meal; and (ii) serve meals at least six days a week with the exception of weeks including holidays, vacations, and periods of redecorating. Before any repair, redecorating or any period of closure other than nationally recognized or religious holidays, vacations or emergencies, the details of such repair or redecorating shall require approval by the city manager who shall first submit such information to the city manager for review and recommendation. Where closure is the result of a catastrophic emergency, post closure review can be applied for; however, such review request must be applied for by the license holder no later than 30 days post closure or the same closure may be prosecuted as a violation of this section and may result in administrative proceedings as well.

Though the application lists other, in Hapeville, the operation falls under restaurant when alcohol is intended for service.

- (a) Serving of alcoholic beverages at off-premises locations shall not be the principal business of the restaurant and consumption on the premises shall only be incidental thereto.

N/A

- (b) As used in this section, seating capacity shall mean that no more than 25 percent of such seating shall be at a common table or counter area or shall be other than individual tables or booths designed for seating of at least two individuals.

Should be confirmed by Fire Marshall and/or Police Department

- (c) The restaurant, including its front facing exterior windows and doors, shall be designed in a manner which affords police and public safety personnel a clear view into the restaurant's interior.

Compliant, confirm with Fire Marshall and/or Police Department.

- (d) The restaurant, including its front facing exterior windows and doors, shall be designed in a manner which affords police and public safety personnel a clear view into the restaurant's interior.

- (e) The principal business of a restaurant shall be the sale of food. As used in this section, principal business shall mean that at least 30 percent of the receipts of such business shall come from the sale of food. While a separate license shall be required for each food establishment within a hotel, the food and alcohol sales percentages for a hotel shall be calculated as an aggregate number for the hotel and not based on each individually licensed establishment.

Compliant per occupational tax permit. Must submit receipts to City Clerk

Inspection No:	IAL 23-016
Inspection Date:	10/13/2023
Inspection Time:	0
Inspected By:	Eskew, Brian

HAPEVILLE FIRE DEPARTMENT FIRE INSPECTION REPORT



Inspection and Compliance Orders			
Facility:	Wise Ash Cigar Lounge	Address:	1155 Virginia Avenue
Phone:			
Fax:		City:	City of Hapeville
Email:		State:	GA
		Postal Code:	30354
Primary Contact			
Contact:		Work:	
Email:		Cell:	

Inspection Type:	Inspection - Business License
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Violation Code	Days to Correct*	Violation	Notes	Location
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Inspection Notes:	
	Approved For Alcohol License

Inspector : Brian Eskew	
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* Number of days to correct from date inspected.

A variance procedure is available. Please contact the inspector named for further assistance with this or any other matter.

Public Notice Order Confirmation

Ad Order # 0000691495 PO # Ordered By Cecilia Townsend

Account # 9062257 Name WISEASH AIRPORT CIGARS & SPIRITS LOUNGE Address 1155 VIRGINIA CIGARS & SPIRITS LOUNGE, HAPEVILLE, GA
Phone 770-731-2909 Fax Email

Daily Report

Placement: Business Position: Alcoholic Beverage License County:
Run Dates: 11/01, 11/08 # of Ins: 2 Ad Size: 68 Words
Subject: WISEASH AIRPORT CIGARS & SPIRITS LOUNGE (CC)

Gross Amount
500.00

Affidavit Fee
5.00

Amount Due
505.00

Ad Text Corrections

Please review and provide corrections as needed.

APPLICATION HAS BEEN MADE BY
WISEASH AIRPORT CIGARS &
SPIRITS LOUNGE, OWNER BRIAN
BOULARE AT 1155 VIRGINIA AVE
SUITE J, HAPEVILLE, GA 30354
FOR THE ISSUANCE OF A 2024
ON PREMISE CONSUMPTION BELOW
2000 SQ/FT (BEER, WINE LIQ-
UOR). A PUBLIC HEARING WILL
BE HELD BY HAPEVILLE MAYOR
AND COUNCIL ON NOVEMBER
14TH, AT 6:00 PM, AT
HAPEVILLE MUNICIPAL COMPLEX
AT 700 DOUG DAVIS DRIVE,
HAPEVILLE, GEORGIA 30354.
#0000691495:11/01-2AS

Payment By Credit Card

() Visa () MC () Amex

Credit Card #: Exp. Date: / Security Code:
Card Holder Name: Signature: Pmt Amount:



Daily Report

MERCHANT # 490300047820

Tel. No. 212-457-7700

Payment Receipt

Bill To Name:	WISEASH AIRPORT CIGARS & SPIRITS LOUNGE
Bill To Acct No.:	██████████
Credit Transaction No.:	P490259
Order No.:	0000691495
Payment Method:	Credit Card
Payment Amount:	\$505.00
Transaction Date:	10/26/2023
Transaction Type:	Payment
Card Holder Name:	BRIAN BOULWARE
Card Number / Type:	██
Card Expiration Date:	████████
Authorization Code:	████████
Payment Ref:	n9ey4d83
Processed By:	Alecia Seals
Payment Notes:	

Customer acknowledges receipt of Goods and/or Services in the amount of the total Payment Amount shown herein and agrees to perform the obligations set forth by the Customer's Agreement with the Issuer.

For any questions/concerns regarding the above transaction, please contact aseals@alm.com and thank you for your business.



CIVILITY PLEDGE

The way we govern ourselves is often as important as the positions we take. Our collective decisions will be better when differing views have had the opportunity to be fully vetted and considered. All people have the right to be treated with respect, courtesy and openness. We value all input. We commit to conduct ourselves at all times with civility and courtesy to each other.

ALAN HALLMAN
MAYOR

MIKE RAST
ALDERMAN AT LARGE

BRETT REICHERT
COUNCILMAN AT
LARGE

MARK ADAMS
COUNCILMAN WARD I

CHLOE ALEXANDER
COUNCILMAN WARD II

MAYOR AND COUNCIL WORK SESSION

Join in person at 700 Doug Davis Drive, Hapeville, GA 30354 Or, visit the City's Website for live stream at <https://ga-hapeville3.civicplus.com/562/Agendas-and-Minutes>

October 17, 2023 6:00 PM

MINUTES

1. **CALL TO ORDER:** by Mayor Hallman at 6:05 PM
2. **ROLL CALL:** All Members of the Council were present, which constituted a quorum.
 - ✓ Alan Hallman
 - ✓ Mike Rast
 - ✓ Brett Reichert
 - ✓ Mark Adams
 - ✓ Chloe Alexander
3. **WELCOME:** Mayor Hallman welcomed all to the October 17th Meeting.

AMEND AGENDA:

MOTION: Councilman Adams motioned to amend the agenda and move Section 5.- item 5. I. above Section 4 - item 4.I., Councilman Alexander provided a second. **Motion carried 4-0.**

4. ~~5~~ PUBLIC HEARING:

- 4.I. ~~5.I.~~ Consideration and Action of a Conditional Use Permit request to operate a spa at 3392 & 3396 Dogwood Drive.

Background:

Kristin Cooper is requesting a Conditional Use Permit to operate a spa at 3392 & 3396 Dogwood Drive (Parcel ID's: 14 009800180145 and 14 009800180152). The property is zoned U-V, Urban Village, and is subject to the zoning regulations under Section 93-11.2-5 (Conditional uses) of the City of Hapeville Zoning Ordinance.

The Planning Commission considered this item on October 10, 2023, and recommended approval, subject to the applicant providing a scaled drawing to confirm the location and number of parking spaces.

Staff Comments: City Planner Dr. Lynn Patterson summarized the background for this special use permit request to Council. Dr. Patterson acknowledged that the site is a former dry cleaner. The same entity owns the two parcels. One is a parking lot, and the other has limited parking in the front of the building. She stated that the application was reviewed by the Planning Commission the prior week and was recommended for approval subject to the parking lot drawing to ensure that we have adequate parking. Dr. Patterson informed the Council that she spoke with the architect, who stated that they would not be able to provide the scale drawing in time for the Mayor and Council meeting. She specified that there would be enough space--at about 3,000 square feet max. Nine parking spaces are required. Staff wanted to ensure adequate circulation so that cars could be coming in and out, preventing vehicles from being backed up along Dogwood Drive, which is why Staff are requesting that we

have appropriately dimensioned parking spaces. Dr. Patterson recommended that Council approve the special use permit with the following recommendations: *The proposed use of a wellness spa is compatible with the U-V Zoning District and meets the intent of the district. The conditional use application is recommended for approval provided the outstanding parking lot issues are addressed to the satisfactory compliance of the Code.*

Applicant Comments: Applicant Kristen Cooper answered questions concerning the wellness spa services that would be provided to patrons. She stated that the services are listed on her application, and IV therapy could be added as a service in the future, making the Spa a medical spa. Ms. Cooper informed Council of the exterior changes, which consisted of striking being completed in the parking lot. She further stated that she might change the fence from a metal fence to a private fence in the back of the building, and on the inside, she would need to do a complete build-out.

Public Comments:

1. Elise Brown

MOTION: Alderman Rast made a motion to approve a Special Use Permit request to operate a spa at 3392 & 3396 Dogwood Drive, Councilman Reichert provided a second. **Motion carried 4-0.**

5. ~~4~~ PRESENTATIONS:

- 5.I. ~~4-I~~ Pensions, Defined Benefit v Defined Contributions – GMEBS, Michelle Warner .

George Municipal Association (GMA) Director of Retirement Field Services and Defined Contribution Program Michelle Warner introduced the Governing Body to Mr. Malichi Waterman, the Vice President, and Consulting Actuary of Segal. Mr. Waterman presented to the Council a review presentation of the City retirement plan.

6. QUESTIONS ON AGENDA ITEMS: None

7. CONSENT AGENDA:

- 7.I. Consideration and Action to approve the October 3rd Meeting minutes.
- 7.II. Consideration and Action to approve the October 3rd Executive Session minutes.

MOTION: Councilman Reichert made a motion to approve the consent agenda, Councilman Alexander provided a second. **Motion carried 4-0.**

8. OLD BUSINESS: None

9. NEW BUSINESS:

- 9.I. Approval for Marriott International Art Alley Event Rental Request- *Marriott's Global Customer Appreciation Week.*

MOTION: Councilman Reichert made a motion to approve the Marriott International Art Alley Event Rental Request- *Marriott's Global Customer Appreciation Week* with caveat that no food or beverage be stored or served in the Art Container and that the artist whose art is on display is notified prior to the event, Councilman Alexander provided a second. **Motion carried 4-0.**

- 9.II. Discussion on Main Street Projects

DISCUSSION: This was an open discussion between Main Street Board Chairman Charlotte Rentz and the Governing Body. This discussion is an ongoing dialogue from the September 26, 2023, joint meeting between the Main Street Board, Mayor, and Council. This was a discussion item only. **No action was taken.**

- 9.II.1. A Main Street City Butterfly Banners

- **Conclusion:** The Mayor and Council disagreed with the current designs that Main Street presented and recommended that the Main Street Board and ATL District work

together to create multiple configurations to present to the Council.

9.II.2. Butterfly Parade

- **Conclusion:** The Mayor and Council disagreed with the current designs that Main Street presented and recommended that the Main Street Board and ATL District work together to create multiple configurations to present to the Council.

9.II.3. Remembrance Plaza

- **Conclusion:** Mayor Hallman will contact DELTA to set up a meeting and present rendering of the memorial to the Company.

9.II.4. Art District Signage

- **Conclusion:** Mayor Hallman stated that the Art District Signage would start with Atlanta Printmaker Studio, which is on to be determined status as of now.

10. **CITY MANAGER REPORTS:** City Manager, Tim Young spoke about the Following items:

- Upcoming Event(s)
 - The Annual Chili Cookoff on Saturday, October 21st
 - Hapeville Elementary Halloween Event, Friday October 27th
 - South Art Film Series showing on Friday, October 27th – “Black Barbie.”
 - Dia De Muertos Event on Saturday, October 28th
- Hapeville Trick or Treat Map can be downloaded from the City’s website.
- 2023 Audit is in full Swing current, and the Audit report should come before council at the November or December meeting.
- Workshop for Parking hosted by Modern Mobility Partners on Tuesday, October 24th.
- **Friendly Reminder** that the next Mayor and Council will be hosted on Tuesday November 14th and the cast your vote for the 2023 General election on Tuesday, November 7th.

11. **PUBLIC COMMENTS:**

1. Carol Cahill,
2. Charlotte Rentz

12. **MAYOR AND COUNCIL COMMENTS:**

Councilman Alexander reminds the public that the Day of the Dead event is two weeks and is excited about the event.

Alderman Rast had no additional comments at this time.

Councilman Adams Thanked City Staff and Ms. Charlotte Rentz for the fantastic film debut of the "Doctor." He stated that the turnout for the screening was terrific. Councilman Adams noted that the film highlighted the disparities in healthcare in South Georgia, a rural country.

Councilman Reichert had no additional comments at this time.

Mayor Hallman echoed Councilman Adams's comments regarding the film "Doctor." He noted that the Movie screening was very well attended, provocative, and made one think about access to healthcare, its limitations, and the uninsured. Mayor Hallman thanked everyone for coming to the Council meeting and being a part of their local government.

13. **EXECUTIVE SESSION:**

MOTION: Councilman Adams made a motion to go into recess, Councilman Alexander provided a second. **Motion carried 4-0.**

MOTION: Councilman Reichert made a motion to go into executive session at 8:06PM. Councilman Adams provided a second. **Motion carried 4-0.**

MOTION: Councilman Alexander made a motion to convene back into regular session at 8:42 PM, Councilman Adams second. **Motion carried 4-0.**

14. **ADJOURN:**

MOTION: Alderman Rast made a motion to adjourn at 8:43 PM, Councilman Reichert provided a second. **Motion carried 4-0**

Respectfully submitted,

Alan Hallman, Mayor

Sharee Steed, City Clerk

TRAILER VACUUM EXCAVATORS

 **Ditch Witch®**



VACUUM EXCAVATION

From: Tim Young
Sent: Wednesday, November 1, 2023 9:38 AM
To: Mayor and Council <MayorandCouncil@hapeville.org>
Cc: Lee Sudduth <lsudduth@hapeville.org>
Subject: Request Authorization to Proceed - Equipment Purchase - : Sewer Vacuum
Importance: High

Good morning

We have a time sensitive request.

Water and Sewer Department has an opportunity to secure a needed piece of equipment – Sewer Vacuum – used, for 28,000, image attached.

Year – 2018

From United Rentals

Reason: UR is preparing to have an equipment sale.

Price – \$28,567.

Average Use we expect - 1-2 times per month

Cost we Pay Contractors \$800 –\$3,000 per call

Budget – Water/Sewer \$34,000 F-150 was budgeted. We'll Put the F-150 truck on hold to another budget year to accommodate this purchase

Decision – need authorization or a “no” today. This is an opportunity we believe we should take advantage of to improve services to the community for responses to our water and sewer emergencies We can ratify at our 11/14 council meeting.

Tim Young, City Manager

Direct 770-462-2988



From: Lee Sudduth <lsudduth@hapeville.org>
Sent: Tuesday, October 31, 2023 11:22 AM
To: Tim Young <TYoung@hapeville.org>
Subject: Sewer Vacuum

Good morning, Tim, last week we had a sewer backup on Claire Drive. As usual, we contacted one of several contractors in the area to pump out the sewer so we could jet the sewer line safely. Unfortunately, every contractor we called had wait times on their trucks. We ended up having to call East Point and they came over and assisted with their vacuum

truck. We have been looking into sewer vacuum trucks for quite some time as contractors are getting expensive to call due to demand and they are getting hard to get out on site in a timely manner. United Rentals is actually having a used equipment sale Thursday and they have a 2018 Ditch Witch Vacuum Truck that is in great shape that they will be selling at that event. The tank could last 20 years or longer. Other parts like pump can be easily replaced. They contacted us knowing we had expressed interest if one of these ever came available and would allow us to purchase it before putting it out to sale to the public. A 2018 used vacuum trailer would usually run anywhere from \$ 45,000 to \$ 60,000. They are asking \$ 28,567 for this vacuum trailer. I've attached a photo of the type of machine. We had budgeted \$ 34,000 in Water & Sewer for the purchase of a F-150 pickup truck for this fiscal year, but I would request that we could not purchase the truck and instead purchase this vacuum excavator as the need for this type of equipment has become a priority for us since we are adding more sewer flow with our growth. Thanks for your consideration in this matter.

Lee



Hapeville

georgia

Mayor and Council

2024 Meeting Schedule

The Mayor and Council meet the First and Third Tuesday of every month at 6:00 P.M. unless otherwise posted. Meetings are held at the Hapeville Municipal Complex located at 700 Doug Davis Drive.

<u>Month</u>	<u>Meeting Date</u>	<u>Suggested Date</u>
January	Tuesday, January 9, 2024	Suggested change made to only host one meeting in this month due to the New Year Holiday.
February	Tuesday, February 6, 2024 Tuesday, February 20, 2024	
March	Tuesday, March 5, 2024 Tuesday, March 19, 2024	
April	Tuesday, April 2, 2024 Tuesday, April 16, 2024	
May	Tuesday, May 7, 2024 Tuesday, May 21, 2024	
June	Tuesday, June 4, 2024 Tuesday, June 18, 2024	
July	Tuesday, July 16, 2024	Suggested change made to only host one meeting in this month due to the Fourth of July Holiday.
August	Tuesday, August 6, 2024 Tuesday, August 20, 2024	
September	Tuesday, September 3, 2024 Tuesday, September 17, 2024	*Please note that the September 3, 2024, Meeting would take place Tuesday after the Labor Day Holiday.
October	Tuesday, October 1, 2024 Tuesday, October 15, 2024	
November	Tuesday, November 12, 2024	Suggested change made to only host one meeting in this month due to the 2024 Election.
December	Tuesday, December 3, 2024	Suggested change made to only host one meeting in this month due to the Christmas Holiday.

**STATE OF
GEORGIA CITY OF
HAPEVILLE**

ORDINANCE NO. 2023-09

AN ORDINANCE TO PRESCRIBE THE SCHEDULING OF REGULAR MEETINGS OF THE MAYOR AND COUNCIL; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and Council shall have full power and authority to provide for the execution of all powers, functions, rights, privileges, duties and immunities of the city, its officers, agencies, or employees granted by the City of Hapeville's Charter or by state law; and,

WHEREAS, the municipal government of the City of Hapeville (hereinafter "City") and all powers of the City shall be vested in the Mayor and Council. The Mayor and Council shall be the legislative body of the City; and,

WHEREAS, existing ordinances, resolutions, rules and regulations of the City and its agencies now lawfully in effect not inconsistent with the provisions of the City's charter shall remain effective until they have been repealed, modified or amended; and,

WHEREAS, amendments to any of the provisions of the City's Code may be made by amending such provisions by specific reference to the section number of the City's code; and,

WHEREAS, every official act of the Mayor and Council which is to become law shall be by ordinance; and,

WHEREAS, the Mayor and Council shall fix the date and time of regular meetings of the Mayor and Council by ordinance pursuant to Code of Ordinance Section 2-403; and

NOW, THEREFORE, BE IT, AND IT IS HEREBY ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF HAPEVILLE:

SECTION 1. Scheduling of Regular Meetings Pursuant to Section 2-403 of the Code of Ordinances, the Mayor and Council hereby announce that they shall meet on a regular basis on the first and third Tuesday of every month at 6:00 p.m. Eastern Time (ET), and continue in session from day to day in their discretion. However, Regular Meetings falling on or after a government holiday, will be cancelled or rescheduled. These Regular Meetings not following on the first or third Tuesday are indicated by an asterisk. The holiday schedule is attached hereto and incorporated herein as Exhibit "A". The Mayor and Council reserve the right to assemble and conduct official business on that date in the manner prescribed by law.

Meeting Date

Tuesday, January 9, 2024	Tuesday, July 16, 2024
Tuesday, February 6, 2024	Tuesday, August 6, 2024
Tuesday, February 20, 2024	Tuesday, August 20, 2024
Tuesday, March 5, 2024	Tuesday, September 3, 2024
Tuesday, March 19, 2024	Tuesday, September 17, 2024
Tuesday, April 2, 2024	Tuesday, October 1, 2024
Tuesday, April 16, 2024	Tuesday, October 15, 2024
Tuesday, May 7, 2024	Tuesday, November 12, 2024
Tuesday, May 21, 2024	
Tuesday, June 4, 2024	Tuesday, December 3, 2024
Tuesday, June 18, 2024	

The meetings shall take place at 700 Doug Davis Drive, Hapeville, GA 30254. They shall begin at 6:00 p.m. and may be continued or adjourned as necessary. Notwithstanding any designation to the contrary, the Mayor and Council reserve the right to transact business without limitation at such meetings to the extent permitted by applicable law.

Section Two. Codification. This Ordinance shall be codified in a manner consistent with the laws of the State of Georgia and the City.

Section Three. Severability.

(a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

Section Four. Repeal of Conflicting Ordinances. All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

Section Five. Effective Date. The effective date of this Ordinance shall be the date of adoption unless otherwise stated herein.

ORDAINED this 5th day of December 2023.

CITY OF HAPEVILLE, GEORGIA

Alan Hallman, Mayor

ATTEST:

City Clerk

APPROVED BY:

City Attorney

2024 HOLIDAY SCHEDULE

The City of Hapeville will be closed in observance of the following Holidays and will re-open the next business day at 9:00a.m.

Please call 911 if you have an emergency. The non-emergency number for the Police Department is (404) 669-2111. The non-emergency number for the Fire Department is (404) 669-2141.

HOLIDAY	OBSERVANCE
Martin Luther King, Jr.	Monday, January 15 th
Good Friday	Friday, March 29 th
Memorial Day	Monday, May 27 th
Juneteenth	Wednesday, June 19 th
Independence Day	Thursday, July 4 th
Labor Day	Monday, September 2 nd
Veteran's Day	Monday, November 11 th
Thanksgiving Day	Thursday, November 28 th
Day After Thanksgiving	Friday, November 29 th
Christmas Eve	Tuesday, December 24 th
Christmas Day	Wednesday, December 25 th
New Year's Day	Monday, January 1 st , 2024

CITY OF HAPEVILLE
ONE TIME PAYMENT - FISCAL YEAR 2023-2024 As of November 2, 2023

YEAR END ONE TIME PAY - EXPECTED PAY MONTH-YEAR - NOVEMBER-2023

By Department

Department Name	Dept #
CITY MANAGER	1320
CITY CLERK	1330
FINANCE ACCOUNTING	1510
CUSTOMER FINANCIAL SVCS	1515
HUMAN RESOURCES	1540
MUNICIPAL COURT	2650
POLICE	3210
FIRE	3510
HIGHWAY & STREETS	4210
RECREATION	6120
PUBLIC WORKS	4100
CODE ENFORCEMENT	7450
ECONOMIC DEVELOPMENT	7520
TOTAL 100 GENERAL FUND	

E-911	215-3800
HOYT-SMITH CENTER	290-6121
DEPOT MUSEUM	290-6172
WATER & SEWER	505-4420
STORMWATER	506-4320
SOLID WASTE	540-4510
TOTAL OTHER FUNDS	

PER PERSONNEL SPREADSHEET

SUM OF 2% ONE TIME PAYMENT

Full-Time Minimum-500.00 - Part-Time Minimum-250.00

	2,000.00
	2,237.21
	4,124.72
	4,076.44
	2,471.79
	1,900.29
	37,197.72
	44,743.09
	7,494.61
	5,058.06
	9,462.34
	2,760.58
	3,552.59
	127,079.44

	7,355.30
	4,285.03
	1,300.00
	7,517.18
	1,693.95
	201.86
	22,353.32

TOTAL FT & PT EMPLOYEES-BASED ON PAYCOM PAY RATE RPT-2023 - FY2023-2024

149,432.76