



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 2023 STRATEGIC PLANNING RETREAT

Join in person at 825 Warner Street. SW Atlanta, GA 30310

July 15, 2023
9:00 AM- 5:00 PM

MINUTES

1. **CALL TO ORDER:** by Mayor Hallman at 9:00 AM.
2. **ROLL CALL:** All Members of 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 Hapeville City Council 2023 Strategic Planning Retreat.
4. **NEW BUSINESS:**
 - 4.I. **WELCOME AND INTRODUCTION**

The introduction and welcome were provided by Mayor Hallman and City Manager Tim Young.
 - 4.II. **2022 REVIEW AND RECAP**

This discussion regarding the 2022 review and recap was a general dialogue between staff and Council. Staff and the governing body created an action plan to address all matters and concerns. *Please see the facilitator's report.*
 - 4.III. **MAIN STREET/ART CONTAINERS**

This discussion regarding Main Street and Art Containers was a general dialogue between staff and Council. Staff and the governing body created an action plan to address all matters and concerns. *Please see the facilitator's report.*
 - 4.IV. **CITY MORATORIUM ON MULTIFAMILY DWELLINGS**

This discussion regarding the City Moratorium On Multifamily Dwellings was a general dialogue between staff and Council. Staff and the governing body created an action plan to address all matters and concerns. *Please see the facilitator's report.*
 - 4.V. **PARKING STUDY**

This discussion regarding the Parking Study was a general dialogue between staff and Council. Staff and the governing body created an action plan to address all matters and concerns. *Please see the facilitator's report.*

4.VI. SERVICE DELIVERY IN THE FACE OF GROWTH-THE YEAR 2030.

This discussion regarding the Service Delivery In The Face Of Growth-The Year 2030 was a general dialogue between staff and Council. Staff and the governing body created an action plan to address all matters and concerns. *Please see the facilitator's report.*

4.VII. PUBLIC WORKS

This discussion regarding Public Works was a general dialogue between staff and Council. Staff and the governing body created an action plan to address all matters and concerns. *Please see the facilitator's report.*

4.VIII. REFLECTION-CLOSING REMARKS

This discussion regarding Reflection-Closing Remarks was a general dialogue between staff and Council. Staff and the governing body created an action plan to address all matters and concerns. *Please see the facilitator's report.*

5. **EXECUTIVE SESSION:** An Executive Session was not conducted at this meeting.

Councilman Alexander left the meeting at 1:49 PM.

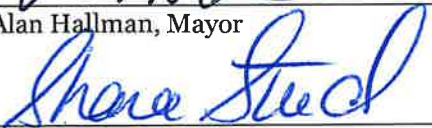
6. **ADJOURN:**

MOTION: Alderman Rast made a motion to adjourn at 4:14 PM, Councilman Adams provided a second. **Motion carried 3-0.**

Respectfully submitted,



Alan Hallman, Mayor



Sharee Steed, City Clerk



Mayor and Council Retreat Report
Trees Atlanta
825 Warner St, SW, Atlanta, Georgia 30310
July 15, 2023

Retreat Attendees:

Alan Hallman	Mayor
Mark Adams	Councilman, Ward 1
Chloe Alexander	Councilman, Ward 2
Brett Reichert	Councilmember – At-Large
Mike Rast	Alderman
Tim Young	City Manager
Sharee Steed	City Clerk
Lajuana Ransaw	City Attorney
Samantha Singleton	Museum Manager
Adrienne Senter	Planning and Economic Development Manager
Lee Sudduth	Dir. of Community Services
Chrislyn Turner	Assistant Finance Director
Rick Glavosek	Chief of Police

RETREAT AGENDA

8:00 AM – 9:00 AM	Breakfast
9:00 AM – 9:30 AM	Welcome and Introduction
9:30 AM – 10:15 AM	2022 Review and Recap
10:15 AM – 10:30 AM	Break
10:30 AM – 12:00 PM	Main Street/Art Containers
12:00 PM – 1:00 PM	Lunch
1:00 PM – 1:30 PM	City Moratorium on Multifamily Dwellings
1:30 PM – 2:15 PM	Parking Study
2:15 PM – 2:30 PM	Break
2:30 PM – 3:30 PM	Service Delivery in the Face of Growth – The Year 2030
3:30 PM – 4:30 PM	PUBLIC WORKS
4:30 PM – 5:00 PM	Reflection – Closing Remarks
5:00 PM	Adjourn



RETREAT DISCUSSION

The City of Hapeville's retreat began with opening remarks from Mayor Hallman, followed by the 2022 Review and Recap presented by City Manager, Mr. Tim Young. The City Manager highlighted the successful initiatives completed in fiscal year 2022, such as the hiring of staff (Museum Manager) for the Rail Road Depot, and The Splash Pad, along with other notable initiatives outlined in the City Manager's message for the retreat. Challenges were also highlighted in the City Manager's message

Robust discussions began with a focus on the Arts Alley. Council members expressed the importance of providing clear guidelines for "Container Use."

The Council also recommended a review and update of the current Memorandum of Understanding (MOU) between the City of Hapeville and the Main Street Board, to ensure that clear guidelines established for the use of the Arts Alley. Areas of focus should delineate whether the area should be used for Art only or other uses.

The council also raised concerns about the Main Street Board's operations and the criteria in place to host events in the Arts Alley. The council has expressed the need to clearly understand the activities at the Arts Alley given the Council's role as a funding agency for the Main Street Board's operations and the importance of identifying the council's return on investment (ROI). It was recommended by the council that language be included in the MOU to clearly indicate a structure to be that illustrates a schedule of events, Calendar of Arts Display, etc.

The council also raised concerns about the possible liability that could be levied at the City of Hapeville if the environment is not managed appropriately since the area is owned by the City.

In an effort to collaborate as thought partners with the Main Street Board, the Council will work to:

- Jointly appoint Main Street board members
- Establish clear lines of communication between the two entities
- Recommend training options for board members to assist in skill development
- Convene a consensus-building meeting between the City of Hapeville and the Main St. Board in the Fall of 2023
- Establish by agreement the primary use of the Art Containers

Significant Points to share with the Main Street Board in an effort to enhance the operations of the board and to improve collaborative efforts

- The importance of conducting meetings as required by public bodies to ensure Open Meeting standards

- Maintaining transparency in operations to avoid misunderstanding among stakeholder groups (Ethics)
- Provide monthly financial reports
- Resume Quarterly Event Reporting
- Provide an Annual Work Plan to help ascertain revenue projections
- Review the current By-Laws to ensure the document is aligned with the operations suited for the environment
- Provide an Action Plan to meet the Main Street Standards as established by the Department of Community Affairs.

Afternoon Session Discussion:

The council expressed concerns regarding the efficiency and profitability of the Academy Theatre. The general consensus from the council is that the space is not appropriately utilized given its potential. Given those concerns, careful thought must be given to the renewal of the leasing of the Theatre Academy. One significant solution from the Council is the execution of a Facilities Authority to provide oversight to the Theatre. That oversight structure would review this and future leases to ensure it is in line with the current market value, and all other management criteria and standards of the facility. It was also suggested that a DMO could also provide that oversight to the theatre.

Recommendations from the Council:

- Transparency in the use of the space
- Provide diversity in programming and regular updates
- Enhance the website by making upgrades that will be user friendly

Moratorium on Multifamily Dwellings in the City of Hapeville

The Council had robust discussions about the importance of maintaining zoning standards that will protect single-family residential spaces. Also discussed was the creation of a buffer to manage the density of multi-family and commercial dwellings by making the necessary changes for density and height requirements in both building specifications.

Public Safety

A presentation was made by the Police Chief, who made an appeal of several recommendations to the Council for consideration. Chief among those considerations was an increase in salary of up to \$75,000 to remain competitive with neighboring municipalities and to avoid losing good officers. The strategy recommended is to increase benefits such as Tuition Reimbursement, Housing Incentives. The Chief also recommended additional

technological enhancements that could yield cost savings that could then be used to address the “salary and benefit increase” consideration. The Chief, who will be retiring soon, recommended that the new chief (his replacement) be hired by contract and include a personality profile that ensures the individual is the right fit for the organization.

He provided a brief review of the process of hiring law enforcement officers, including a competency test and physical. New recruits are also required to complete a psychological assessment, a polygraph, medical exam, followed by 12 weeks of field training.

The council in their response queried whether a hybrid “fire/public safety” role could be considered as a possibility in the City of Hapeville.

Code Enforcement

The Chief continued his reporting by sharing that there were vacancies in the division and concerns to be addressed as the City of Hapeville grows as a community. Despite the apparent vacancies, there are positive things to note. Traffic cameras have yielded increased revenues and have positively affected traffic citations, meaning motorists have reduced speeding infractions.

The use of court ware is a manual process, but it works. Overall, however, the code enforcement unit is doing fine.

Public Works

A report was presented by Lee Sudduth, who shared that there was a need for new garbage truck(s). The options presented were to:

Renew the Waste Pro contract (with the City of Hapeville being a backup during times of need)

The City of Hapeville takes over the solid waste services with an increase in fees of \$8.00. This would be used to address any labor and equipment costs in addition to purchasing additional trash cans. Should the City decide to provide this service, the City calendar (including the recycling schedule) would need to be updated accordingly.

Infrastructure

Water quality and sewer management are currently decent but will need to be addressed in the future.

The City of Hapeville has outlined the Strategic Priorities important for the enhancement and improvement of the City, through the proposed strategic endeavors that will yield greater business and community engagement.

City of Hapeville Priorities		
What	Who	When
Public Safety Consideration (posed by Chief of Police)	City Manager/Council	Immediately
Consensus building meeting with the Main Street Board	Adrienne Senter	October 2023
Academy Theatre – Appointment of Facilities Authorization Board	City Manager	October 2023
Communication Strategy – Moratorium on Multifamily Dwellings	City Manager/Brett Reichert	November 2023
What	Who	When
Public Works Waste Hauling Consideration: New Trash Hauling Trucks Purchase	Lee Sudduth	Present to Council – January 2024
Resume Holiday Décor (Seasons)	Lee Sudduth	January 2024
Hapeville University – Training opportunity for citizens	City Attorney/City Clerk	First Quarter 2024

Reflections

- Board shared personal thoughts and observations from their time together at the conclusion of the 1 Day Retreat

Other

- Evaluation of retreat
- Tentative schedule for 2024 retreat: (Time to be determined)