



#### **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 SPECIAL-CALLED MEETING**

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

September 5, 2024 5:30 PM

### **AGENDA**

**1. CALL TO ORDER:**

**2. ROLL CALL:**

Alan Hallman  
Mike Rast  
Brett Reichert  
Mark Adams  
Chloe Alexander

**3. PUBLIC HEARING:**

**3.I. Consideration on the 2024-2025 Budget Ordinance-First Reading**

**Background:**

The City of Hapeville is in the process of transitioning from a June 30th fiscal year end to a September 30th fiscal year end. In order to be in compliance with Georgia Department of Audit and Accounts, the City is required to create and have the governing body approve a three-month budget (July 2024 – September 2024) or Bridge Period Budget before transitioning to the new fiscal year of October – September. The Bridge Period Budget has been created and our governing body has approved.

On August 6, 2024, our Finance Director presented the initial budget discussion of Fiscal Year 2024-2025 Budget. During this time, total General Fund expenditures exceeded total General Fund revenues and staff requested our millage rate be increased to offset the shortfall. Staff were directed by our Mayor & Council to take a deeper dive into our general fund expenditures, come back and share detailed information related to the impact an increased millage would have on the Citizens of Hapeville. Our City Manager directed all department heads to thoroughly review their departmental budget requests and provide detailed explanations to justify the budget and millage increase requests. On August 20, 2024, our City Manager presented a second budget discussion to our Mayor & Council of Fiscal Year 2024-2025 Budget, provided a clearer picture to justify increasing the millage to have total projected revenues to cover total projected expenditures.

The City advertised the public hearing in the Fulton County Neighbor newspaper on September 4, 2024, and is expected to advertise again on September 11, 2024. A copy of the draft budget is posted to the City's website, along with a physical copy of the detailed budget for public viewing at City Hall.

FY2025 budget calls for approximately 18.5M in General Fund expenditures. In comparison, the FY2024 budget had \$19.03M in expenditures, which is a decrease of 510K. Operational inflows are projected at 18.5M with no supplement by an apportionment from City Fund

Balance. The anticipated revenues primarily consist of real and personal property tax, local option sales taxes and hotel/motel taxes.

After meeting with department heads, reviewing the City's year-to-date actual expenditures and current budget has allowed Finance to project the following summarized increases to the General Fund budget over current budget. An explanation of these projected increases is included in the attached budget document.

- 1510 – Finance & Accounting Department - \$84K – Includes additional audit cost for Bridge Period and related fees
- 1540 – Human Resources - \$88K – Includes projected cost for personnel policy rewrite for compensation Study and Salary Schedule review and projected cost for Laserfiche
- 1565 – Information Technology – \$179K – Additional IT Support & Meraki License
- 3510 – Fire Department – \$438K – Includes projected increased personnel cost
- 7520 – Economic Development Department – \$67K – Includes projected cost for development plan review, meetings and state of the City videography service including special Council events
- 9100 – Other Financing Uses/Transfers – \$199K – Includes \$81K of projected transfers to 290 Trade & Tourism Fund for budget shortfall and \$118K in Reserve for Contingency

In fiscal year 2024, the City was successful in focusing on vehicle replacement in the Police department and two (2) new garbage trucks purchase in our Solid Waste department.

The proposed 2025 budget is our initial best estimate and projection for the next 12 months. As financial positions and actual circumstances change, Finance will continue to review, assess, and request budget amendments.

Staff Comments:

Public Comments:

**Supporting Document(s):**

1. FY 2024-2025 Budget
2. City of Hapeville\_Budget Ordinance - FY2024-2025\_(Exhibit D)\_CM 09-05-2024

4. **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).*

5. **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.