



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

2024 MAYOR AND COUNCIL Strategic Planning Retreat

Join in person at Trees Atlanta, 825 Warner St SW Suite A, Atlanta, GA 30310

July 13, 2024
9:00 AM- 3:00 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 (virtual)
3. **WELCOME:** Mayor Hallman welcomed all to the Hapeville City Council 2024 Strategic Planning Retreat.
4. **PRESENTATIONS:**
 - 4.I. **RECAP AND REVIEW**

The recap and review were provided by Tim Young, City Manager and Suzette Arnold, Public Service Facilitator.
 - 4.II. **ECONOMIC DEVELOPMENT**

Economic Development Manager Adrienne Senter provided a departmental review to the Mayor and Council, focusing on various topics, including current and future projects, properties for sale or lease, updates on signage and wayfinding, and zoning concerns, impediments, and needs. This presentation led to an open discussion, fostering a broad exchange between staff and the Council. As a result, a collaborative effort was made to develop an action plan addressing these matters and concerns. For further details, ***please refer to the facilitator's report.***
 - 4.III. **COMMUNITY SERVICES- PUBLIC WORKS**

Community Service Director Lee Sudduth provided a departmental review to the Mayor and Council, prompting an open discussion. The conversation was a broad exchange between staff and the Council, resulting in a collaborative effort to develop an action plan to address various matters and concerns. For further details, ***please refer to the facilitator's report.***
 - 4.IV. **PUBLIC SAFETY – POLICE**

Chief of Police Bruce Headley provided a departmental review to the Mayor and Council, focusing on current and future staffing concerns. This presentation led to an open discussion, fostering a broad exchange between staff and the Council. Through this dialogue, a

collaborative effort emerged to develop an action plan addressing the various matters and concerns related to public safety and police staffing. For further details, ***please refer to the facilitator's report.***

4.V. PUBLIC SAFETY - FIRE AND EMS SERVICES

Interim Fire Chief Nick Condrey provided a departmental review to the Mayor and Council, focusing on staffing, facilities, the Office of the Fire Marshal, and other concerns. This presentation led to an open discussion, fostering a broad exchange between staff and the Council. Through this dialogue, a collaborative effort was made to develop an action plan to address the various matters and concerns related to fire and EMS services. For further details, ***please refer to the facilitator's report.***

4.VI. COUNCIL'S REQUEST - OPEN DISCUSSION

The Council requested an open discussion to address concerns, provide updates, and gather input from City Staff as desired by the Mayor and Council.

4.VII. DEPOT

Samantha Singleton, Museum Manager, provided a departmental review to the Mayor and Council, focusing on updates and renovations at the Depot. This presentation led to an open discussion, fostering a broad exchange between staff and the Council. As a result, a collaborative effort was made to develop an action plan to address various matters and concerns related to the Depot. For further details, ***please refer to the facilitator's report.***

4.VIII. FINANCIAL OUTLOOK

Finance Director Randy Brewer provided a departmental review to the Mayor and Council, focusing on the anticipated results for FY 2024 and the preliminary outlook for FY 2025. This presentation led to an open discussion, fostering a broad exchange between staff and the Council. Through this dialogue, a collaborative effort was made to develop an action plan to address various financial matters and concerns. For further details, ***please refer to the facilitator's report.***

4.IX. DAY RECAP

Suzette Arnold, the Public Service Facilitator, provided a recap of the day's events at the 2024 Hapeville Council Retreat. She noted that the retreat was highly productive and engaging, covering a wide range of topics such as departmental reviews, financial outlooks, public safety updates, and community service initiatives. The open discussions facilitated meaningful exchanges between the Council and City staff, leading to collaborative efforts in addressing concerns and developing action plans for the future. Mrs. Arnold expressed appreciation for everyone's participation and commitment to the city's ongoing growth and success

5. 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).

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

MOTION: Councilman Adams made a motion to go into executive session at 1:29 PM; Councilman Adams provided a second. **Motion carried 4-0.**

MOTION: Councilman Adams made a motion to convene back into regular session at 1:49 PM, Aldermen Rast second. **Motion carried 4-0.**

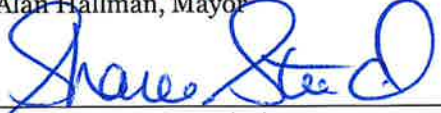
6. ADJOURN:

Facilitator Arnold adjourned the meeting at 3:05 PM and thanked all for attending.

Respectfully submitted,



Alan Hallman, Mayor



Sharee Steed, City Clerk



**Mayor and Council Retreat Report
Trees Atlanta
825 Warner St, SW, Atlanta, Georgia 30310
July 13, 2024**

Retreat Attendees:

Alan Hallman	Mayor
Mark Adams	Councilman, Ward 1
Chloe Alexander	Councilman, Ward 2 (virtual)
Brett Reichert	Councilmember – At-Large
Michael Rast	Alderman
Tim Young	City Manager
Sharee Steed	City Clerk
Lajuana Ransaw	City Attorney
Samantha Singleton	Museum Manager
Randy Brewer	Finance Director
Stacie Johnston	Human Resource Manager
Adrienne Senter	Planning and Economic Development Manager
Lee Sudduth	Dir. of Community Services
Chrislyn Turner	Assistant Finance Director
Bruce Hedly	Chief of Police
Nicholas Condrey	Interim Fire Chief

RETREAT AGENDA

8:45 AM – 9:15 AM	BREAKFAST
9:15 AM – 9:30 AM	Welcome and Introduction
9:30 AM – 09:50 AM	2022 Recap and Review
10:30 AM – 11:00 AM	Commty. Services – Public Works
11:00 AM – 11:10 AM	BREAK
11:10 AM – 11:50 AM	Public Safety – Police
11:50 AM – 12:40 PM	LUNCH
12:40 PM – 1:10 PM	Public Safety – Fire and EMS Services
1:10 PM – 1:45 PM	Council's Request

1:45 PM – 2:00 PM	BREAK
2:00 PM – 2:20 PM	Train Depot Report
2:20 PM – 3:00 PM	Financial Outlook
3:00 PM – 3:30 PM	Retreat Recap/Reflection
3:30 PM - 3:45 PM	Evaluations
3:45 PM	Adjourn

RETREAT ACTIVITIES AND DISCUSSIONS

The City of Hapeville’s retreat began with opening remarks from Mayor Hallman, followed by the 2024 Review and Recap presented by City Manager, Mr. Tim Young. The City Manager highlighted the successful initiatives completed in the fiscal year 2024. He emphasized the current commercial and residential development planned in Hapeville that would spur economic growth. He also mentioned successful initiatives and programs being offered to the community while cautioning the council about the cost of continuing to provide high-quality service (“concierge”) service delivery to the citizens of Hapeville, unless there is consideration given to budgetary constraints.

The Retreat began with a presentation from Ms. Adrienne Senter, focused on Economic Development. Ms. Senter shared the projects currently in progress with the City Limits by providing specific details about specific residential and commercial developments. She also mentioned strategic opportunities to acquire real estate property for sale or lease within the City of Hapeville. Her presentation also shared samples of streetscape signs, where she sought the choice and or preference of the street signs to be inserted across the City. The council was asked to pick their top 2 – 3 preferred signs, no later than July 16th, 2024.

Council in return requested that a sign be strategically placed at Porsche Avenue, as a marker indicating where the Fortune 500 organization is located within the City of Hapeville’s city limits.

Following Ms. Senter’s presentation, Mr. Lee Suddith, Community Service Director, presented to the Council. His area of focus centered on Roads, Streetscapes (including holiday décor), and the City’s Infrastructure. He informed the Council about recent upgrades and work completed across the City limits. He shared that City is now providing garbage pick-up with the acquisition of two new garbage trucks. Mr. Suddith, also cautioned the Council about the City’s aging infrastructure and the need to plan for future upgrades. He again stated (as he did in last year’s retreat, the need to address water quality and sewer management in the near future.

Mr. Suddith shared plans to provide, streetscape - improvements along the King Arnold and North Central Ave area. He also highlighted the need for traffic signals in that area, to manage the increase in traffic patterns.

Bruce Hedly, Chief of Police, addressed the Council as a new member of the City of Hapeville team. Chief Hedly expressed his heartfelt honor to serve the City of Hapeville and shared his desire to lead a well-oiled public safety machine. He shared his experience as a public safety officer in other jurisdictions and the contrast to working in Hapeville. Chief Hedley also expressed the need to address a competitive salary for public safety officers or risk losing them to other local areas in the Metro Atlanta areas. To be competitive, he shared, is to have a starting salary beginning in the \$70K range as surrounding areas.

Other Public Safety presentation matters were also presented to the Council. Mr. Nick Condrey, Interim Fire Chief also shared his perspective to the Council. A SWOT Analysis was presented outlining the Strengths, Weaknesses, Opportunities and Threats of the Fire Department. The Chief outlined the dire need to address health and space concerns at the fire station. He also addressed the apparent pay gap. The Chief implored the Council to consider moving to a new facility to allow typical best practices to be administered for daily emergency management tasks.

The Council in their response immediately instructed the City Manager and team to inquire about vacant buildings, or other spaces to address the dire needs of the Fire Department. Council will review the possibility of using SPLOST funds to address some of the concerns presented by Mr. Condrey.

Ms. Samantha Singleton, Museum Manager, for the City of Hapeville's Train Depot presented the new programs, partnerships and progress made in the last year and the increase in visits to the Depot over that period. Given the need for appropriate management of museum artifacts, a request was made for additional staff to properly manage tours, develop programs and partnerships and more importantly generate revenue for the facility.

The penultimate presentation for the day was conducted by Mr. Randy Brewer who illustrated the financial status of the City of Hapeville, which setting a cautionary tone for future spending and the need for strategic decisions to be made regarding service delivery and the cost of those same services. The Council received the information with a pending action for a decision.

As is customary, the Council had requests posed to the City Manager and team in an effort to address the strategic direction of the City and in particular the urgent need to address the relocation of the Public Safety Fire and EMS team. Council requested that research be done to acquire a building and budget and all considerations to acquire said building, to be presented asap to the Mayor and Council for a vote in an effort to address the urgency of the relocation plan.

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 – Fire and EMS Consideration posed by Fire Chief Secure a building to quickly house fire safety team and administrative offices Possible resource for funding - SPLOST	City Manager/Fire Chief	Immediately due to urgency
Public Safety – Police Salary Review	City Manager/Police Chief	TBD
Economic Development Street Signs – Choose preferred style	Mayor and Council	July 16, 2024
Research Building for Lease or Purchase for City Use	City Manager/Ms. Senter	TBD/ASAP
Train Depot Request for Staff Addition	City Manager/HR	TBD
Financial Consideration Revenue adjustment to meet service needs	Mayor and Council	TBD

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 2025 retreat: (Time to be determined)