



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://hapeville.org/562/Agendas-and-Minutes>

March 18, 2025 6:00 PM

AGENDA

1. CALL TO ORDER:

2. ROLL CALL:

Alan Hallman
Mike Rast
Brett Reichert
Mark Adams
Chloe Alexander

3. WELCOME:

4. PRESENTATIONS:

5. PUBLIC HEARING:

- 5.I. Consideration and Action to Approve the FY2024-2025 Budget Amendment – Second Reading

Background:

Fiscal Year 2024-2025 budget was adopted on September 17, 2024. This adopted budget called for \$18.5M in General Fund expenditures with revenues listed as \$18.5M with no supplement by an apportionment from City Fund Balance.

2025 Operating and Financing inflows are projected to be \$20.08M, an increase of \$1.55M from the original adopted budget of \$18.5M. The increased inflows consist of higher than projected collections in:

- Personal Property Taxes
- Building Permits Due to Additional Constructions
- Loan Proceeds from Financing Fire Vehicles

Details of these increases and each budget line are included in your package.

A review of the City's expenditures and budget realignment has allowed Finance to project an overall increase in General Fund uses of \$1.55M from \$18.5M to \$20.08M. Explanations of projected budget increase requests by department are listed below and included in your package.

Primary drivers of the increased uses are:

- Fire – Purchase of New Ambulance and 2 Replacement Vehicles - \$339,000
- Public Works – Technical Inspections on New Development Projects - \$500,000
- Recreation – Park Upgrades – \$100,000

- Fund Balance Additional Funding - \$400,000.

Additionally, the Enterprise Fund of Water & Sewer has experienced higher than normal water and sewer lines breaks, and the fund experienced approximately \$1 million more in repairs than anticipated. Collections from MOST help offset some of the expenditure. We will be reviewing this area closely to determine if we need other future adjustments in the Enterprise fund.

Staff is requesting your consideration to approve FY2024-2025 amended budget requests.

The updated 2024-2025 amended budget will be uploaded to the City's Website after Mayor and Council Approval.

Staff Comments:

Public Comments:

Supporting Document(s):

1. FY24-25 Proposed Mid-Year Budget Adjustment Requests Summary_(All Funds)_(Exhibit A)_CM 03-04-2025
 2. FY24-25 Proposed Budget Adjustment Requests Summary & Details_(All Funds)_(Exhibit B)_CM 03-04-2025-Upd
 3. FY24-25 Proposed Mid-Year Budget Adj-Pie Chart of GF Exp by Function-All Depts_(Exhibit C)_CM 03-04-2025
 4. City of Hapeville_Mid-Year Budget Ordinance - FY2024-2025-(CM 03-04-2025)
- 5.II. Consideration and Action on a Conditional Use Permit to Operate a Day Care Center at 3409 Dogwood Drive.

Background:

Consideration of a Conditional Use Permit to operate a day care center at 3409 Dogwood Drive, Parcel Identification Number 14-0098-0017-017-9. 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.

Applicant: Jeresha Sherri White

The Planning Commission reviewed this request on Tuesday, October 8, 2024, and recommended approval, contingent upon plan revisions that address staff comments and resolve access issues raised by the Police Chief and Fire Marshal.

This item was tabled at the November 12, 2024, Mayor and Council meeting, with a requirement for the applicant to provide a civil engineer's report addressing the 150-foot radius requirement and the 20-foot span needed for fire truck access at the entrance.

Staff Comments:

Applicant Comments:

Public Comments:

Supporting Document(s):

1. Application - 3409 Dogwood Drive_CUP_Daycare_Redacted
2. Plans - 3409 Dogwood Drive_Site Plan_R1_01-08-2025
3. Comment Letter - 3409 Dogwood Drive_01-08-2025
4. Police Department Report - 3409 Dogwood Drive_CUP_Daycare_1-16-2025
5. Fire Marshal Report - 3409 Dogwood Drive_1-16-2025
6. Minutes - 10-08-2024_draft
7. Legal Ad - 03-18-2025_3409 Dogwood Dr_CUP_AD462701

6. 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.

7. CONSENT AGENDA:

- 7.I. Consideration and Action to approve March 18, 2025, Mayor and Council meeting minutes.

Supporting Document(s):

1. 03042025 Drafted Minutes

- 7.II. Consideration and Action on Renewal of Government Tax Services, LLC for assistance in collections of delinquent real property taxes.

Background:

Since 2002, the City has contracted with Government Tax Services, LLC (GTS) for assistance in collections of delinquent real and personal property taxes. GTS is instrumental in the collection of delinquent taxes. Their services include three detailed letters mailed to homeowners, preparation and execution of tax sales including research prior to, sign creation and location placing, and day of sale coordination/execution. The attached contract renewal updates the agreement for the 2021 contract and will be in effect until either party changes or cancels said contract.

Supporting Document(s):

1. GTS Renewal

8. OLD BUSINESS:

- 8.I. Consideration and Action to Approve the Board Appointments Ordinance.

Background:

At the March 4th meeting, Mayor and Council requested to review all submitted applications before approval. These applications include new candidates seeking appointments to the **Planning Commission, Design Review Committee, and Board of Appeals.**

Staff recommends the named candidates for the positions suggested

Supporting Document(s):

1. B Williams_Redacted
2. C Cobb_Redacted
3. K Rockett_Redacted
4. M Murray_Redacted
5. S Brooks_Redacted
6. J Jordan_Redacted
7. Board Appointment Ordinance

9. NEW BUSINESS:

- 9.I. Discussion on T SPLOST funding and future projects.

Background:

Staff recently attended a T SPLOST meeting in Fulton County to discuss the health and future of the program. This discussion will center around Hapeville's current list of proposed projects and possible future projects. The T SPLOST program has played a vital role in maintaining and updating our infrastructure.

Supporting Document(s):

1. Sidewalk Map - March 2025 Update
2. T SPLOST Project List 2

- 9.II. Approval and Authorization to Sign Contract for Photobooth Installation on North Central Avenue.

Background:

Hapeville Main Street proposes entering into a contract with The Photo Booth Company to provide a photo booth, necessary supplies, and maintenance services. Under this agreement, the City of Hapeville will receive 20% of the photo booth's sales, with monthly deposits made by The Photo Booth Company. The booth will initially be used during the Butterfly Lantern Parade, after which Hapeville Main Street plans to install it long-term along N. Central Avenue.

Supporting Document(s):

1. Sales Contract - The Photo Booth Company
2. Photo Locations
3. HapevillePhotoBooth

10. CITY MANAGER REPORTS:**11. 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.

12. MAYOR AND COUNCIL COMMENTS:**13. 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).***14. 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.