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

June 17, 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:**

4.I. Audit Presentation Background Writeup for FY 2024-2025 Bridge Period Audit, *presented by Partner at Mauldin & Jenkins, Josh Carroll.*

Supporting Document(s):
1. FY 24-25 Bridge Audit Presentation

5. **PUBLIC HEARING:**

5.I. Consideration and Action to Approve the Alcohol Beverage License Request for FunTapas, located at 3365 Dogwood Drive, Hapeville, GA 30354.

Background:
FunTapas, LLC has successfully completed all the required steps in the alcohol license application process and is now seeking formal approval from the Mayor and Council. This includes the submission and review of all necessary documentation, completion of departmental inspections and reports, and fulfillment of the public notice and advertising requirements.

Staff Comments:
Applicant Comments:
Public Comments:

Supporting Document(s):
1. FunTapas LLC Alcohol Beverage License Application- Amend_Redacted
2. Menu - FunTapas
3. City Planner's Report
4. Fire Inspection Report
5. AFF487177

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 the June 3, 2025, Mayor and Council Meeting Minutes.

Supporting Document(s):

1. 06032025 Drafted Minutes

7.II. Consideration and Action to Approve June 3, 2025, Executive Session Meeting Minutes.

8. OLD BUSINESS:

9. NEW BUSINESS:

9.I. Consideration and Action to Sign Letter of Intent for the Georgia Initiative for Community Housing (GICH) Program

Background:

Following the completion of the 2019 Housing Profile—developed in partnership with the Atlanta Regional Commission (ARC)—the ARC recommended that the City participate in the Georgia Initiative for Community Housing (GICH) program.

GICH is a three-year program designed to help communities enhance quality of life and economic vitality through locally-driven housing and revitalization strategies. The program provides technical assistance, expert-led training, cross-community collaboration, and access to best practices, resources, and funding opportunities for housing and community development.

Through facilitated retreats and hands-on support, participating teams identify housing needs, outline objectives, and address potential challenges. Past participants have successfully revitalized distressed neighborhoods, removed abandoned or dilapidated structures, launched rehabilitation programs, and secured CHIP grants.

Participation in GICH services is free of charge. However, accepted communities are responsible for covering travel and lodging expenses for team members attending the biannual retreats and related events.

Supporting Document(s):

1. GICH Support Letter 2025

9.II. Consideration to Amend Ordinance updating Chapter 2. Section 2-5-1, Departments Created, and Chapter 4. Section 4.02, Employment Categories. - First Reading

Background:

The City has contracted for an outside review and rewrite of the Personnel Policy Manual. There will be several modifications suggested over the next few months. In reviewing the current Ordinance, it became clear that City operations have developed more active departments than were written into the ordinance many years ago. Several departments currently operating were not separately defined in the previous iteration. As a result, certain department heads lack formal recognition within the ordinance as the designated leaders of their respective departments.

Staff therefore recommends updating Chapter 2, Section 2-5-1 "Departments Created" and Chapter 4, Section 4.02 "Employment Categories" to more accurately align documented departments with current operational functions. This update will also include renaming the Community Services Director to Public Works Director to reflect the scope and responsibilities of the position.

Supporting Document(s):

1. Ordinance Update - Departments and Heads

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.

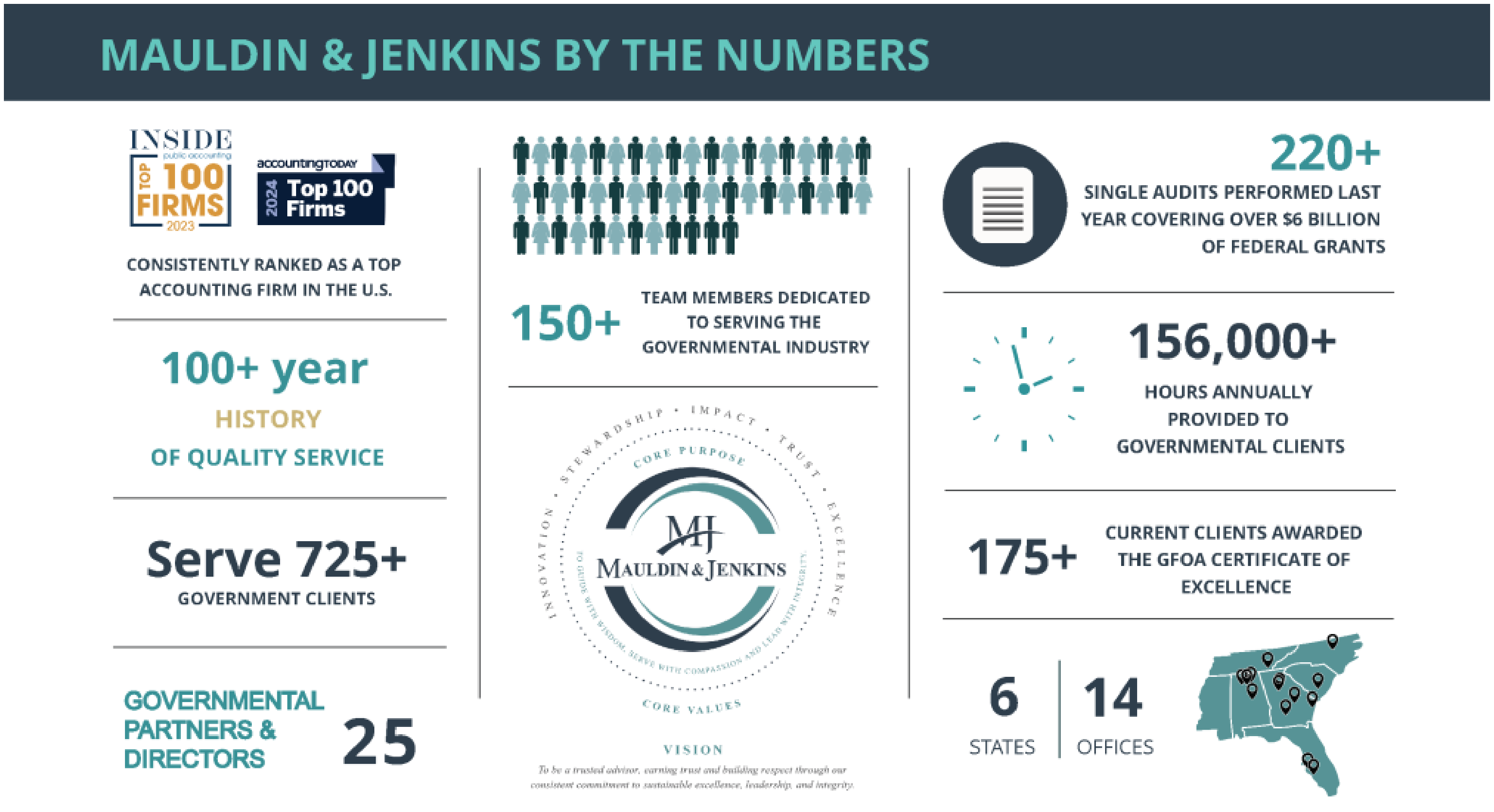
Hapeville
georgia

Presentation of Audit Results

September 30, 2024

Agenda

- Engagement Team
- Overview of:
  - Audit Opinion
  - Compliance Report
  - Audit Scopes and Procedures
- Required Communications
- Financial Trends
- Accounting Recommendations and Related Matters
- Answer Questions



Engagement Team Leaders

- Josh Carroll, Engagement Partner | Hope Pendergrass, Quality Review Partner | Allison Whitworth, Engagement Manager

Audit Opinion

- **Our Responsibility Under Auditing Standards Generally Accepted in the United States of America (GAAS)**
    - We considered the internal control structure for the purpose of expressing our opinion on the City's basic financial statements and not for the purpose of providing an opinion on the effectiveness of internal controls.
    - Our audit was performed in accordance with GAAS and *Government Auditing Standards*.
    - Our objective is to provide reasonable—not absolute—assurance that the basic financial statements are free of material misstatement.
    - The basic financial statements are the responsibility of the City's management.

- **Report on Basic Financial Statements**
    - Unmodified ("clean") opinion on basic financial statements.
    - Presented fairly in accordance with accounting principles generally accepted in the United States of America.
    - Our responsibility does not extend beyond financial information contained in our report.

- **Yellow Book Report**
    - Test of overall internal controls and compliance with laws, regulations, contracts and grants.

Compliance Report and Audit Scopes & Procedures

- **Compliance Report**

  - The financial report package contains a report on our tests of the City's internal controls and compliance with laws, regulations, etc. The report is not intended to provide an opinion on internal controls and compliance with applicable rules and regulations.

  - This report and the procedures performed are required by *Government Auditing Standards*.

- **Audit Scopes and Procedures (Governmental Audit Programs Utilized in All Areas)**

  - Confirmed receivables (TIA), cash, debt and other elements.

  - Vouched substantiated additions of capital assets, balances of construction in progress, and vouched significant retainage payable.

  - Performed a search for unrecorded liabilities via review of unpaid vouchers and subsequent disbursements.

Required Communications

- **Significant Accounting Policies**

  - Management is responsible for the selection and use of appropriate accounting policies.

  - The significant accounting policies used by the City are described in Note 1 to the respective basic financial statements. City implemented GASB Statement No. 101, *Compensated Absences*

  - The policies used by the City are in accordance with generally accepted accounting principles.

  - In considering the qualitative aspects of its policies, the City is not involved in any controversial or emerging issues for which guidance is not available.

- **Management Judgment/Accounting Estimates**

  - Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events.

  - The City uses various estimates as part of its financial reporting process – including actuarial assumptions.

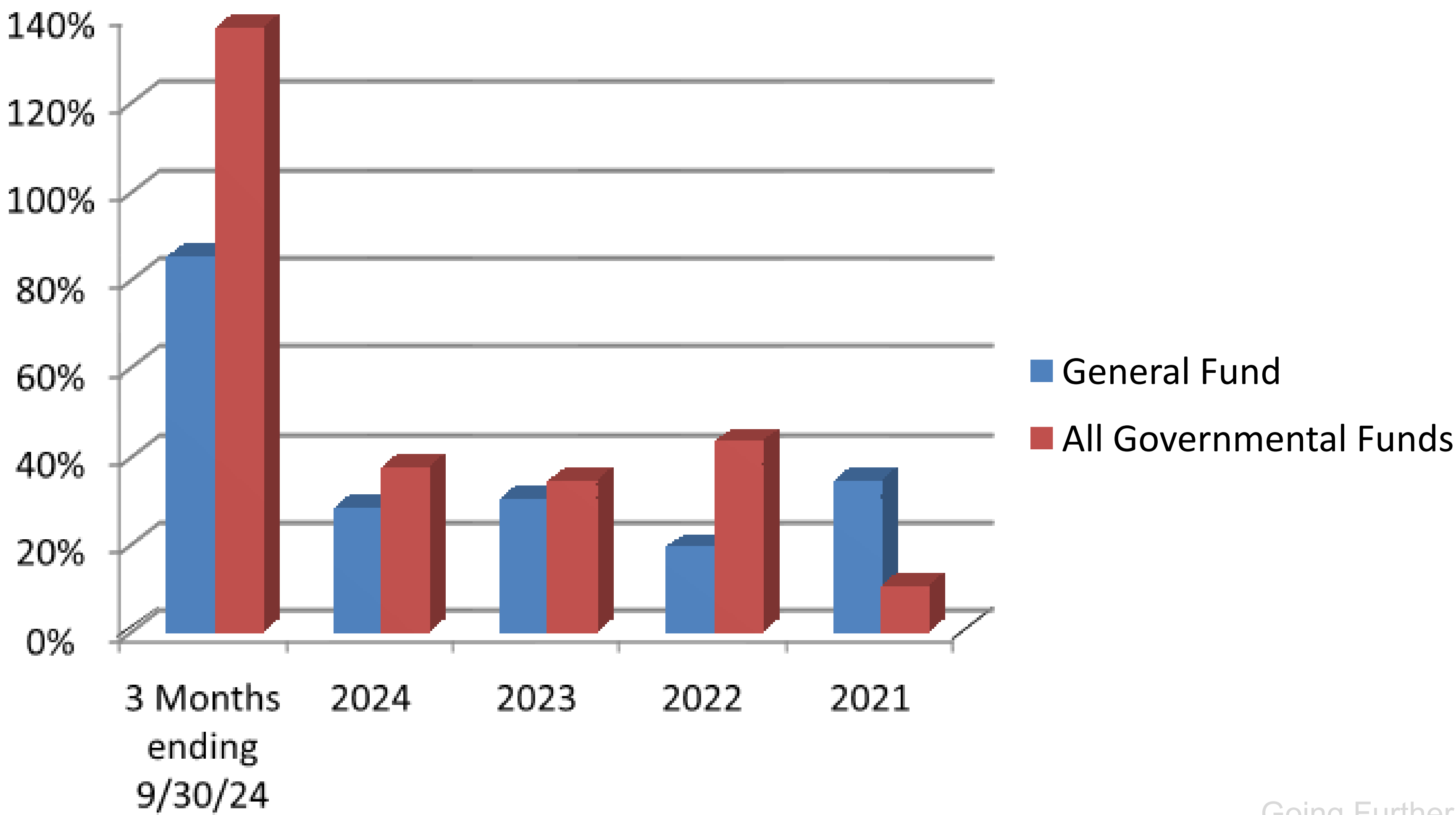
Required Communications (Continued)

- **Relationship with Management**
  - We received full cooperation from the City's management and staff.
  - There were no disagreements with management on accounting issues or financial reporting matters.
- **Management Representation**
  - We requested, and received, written representations from management relating to the accuracy of information included in the financial statements and the completeness and accuracy of various information requested by us.
- **Consultation with Other Accountants**
  - To the best of our knowledge, management has not consulted with, or obtained opinions from, other independent accountants during the year, nor did we face any issues requiring outside consultation.
- **Significant Issues Discussed with Management**
  - There were no significant issues discussed with management related to business conditions, plans, or strategies that may have affected the risk of material misstatement of the financial statements.

Required Communications (Continued)

- **Audit Adjustments**
  - There were no unrecorded or passed audit adjustments.
- **Financial Statement Disclosures**
  - The footnote disclosures to the financial statements are also an integral part of the financial statements and the process used by management to accumulate the information included in the disclosures was the same process used in accumulating the statements. The overall neutrality, consistency, and clarity of the disclosures was considered as part of our audit.
- **Information in Documents Containing Audited Financial Statements**
  - Our responsibility for other information in documents containing the City's basic financial statements and our report thereon does not extend beyond the information identified in our report. If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, we must be provided with a printer's proof for our review and approval before printing. You must also provide us with a copy of the final reproduced material for our approval before it is distributed.
- **Auditor Independence**
  - In accordance with AICPA professional standards, M&J is independent with regard to the City and their financial reporting process.

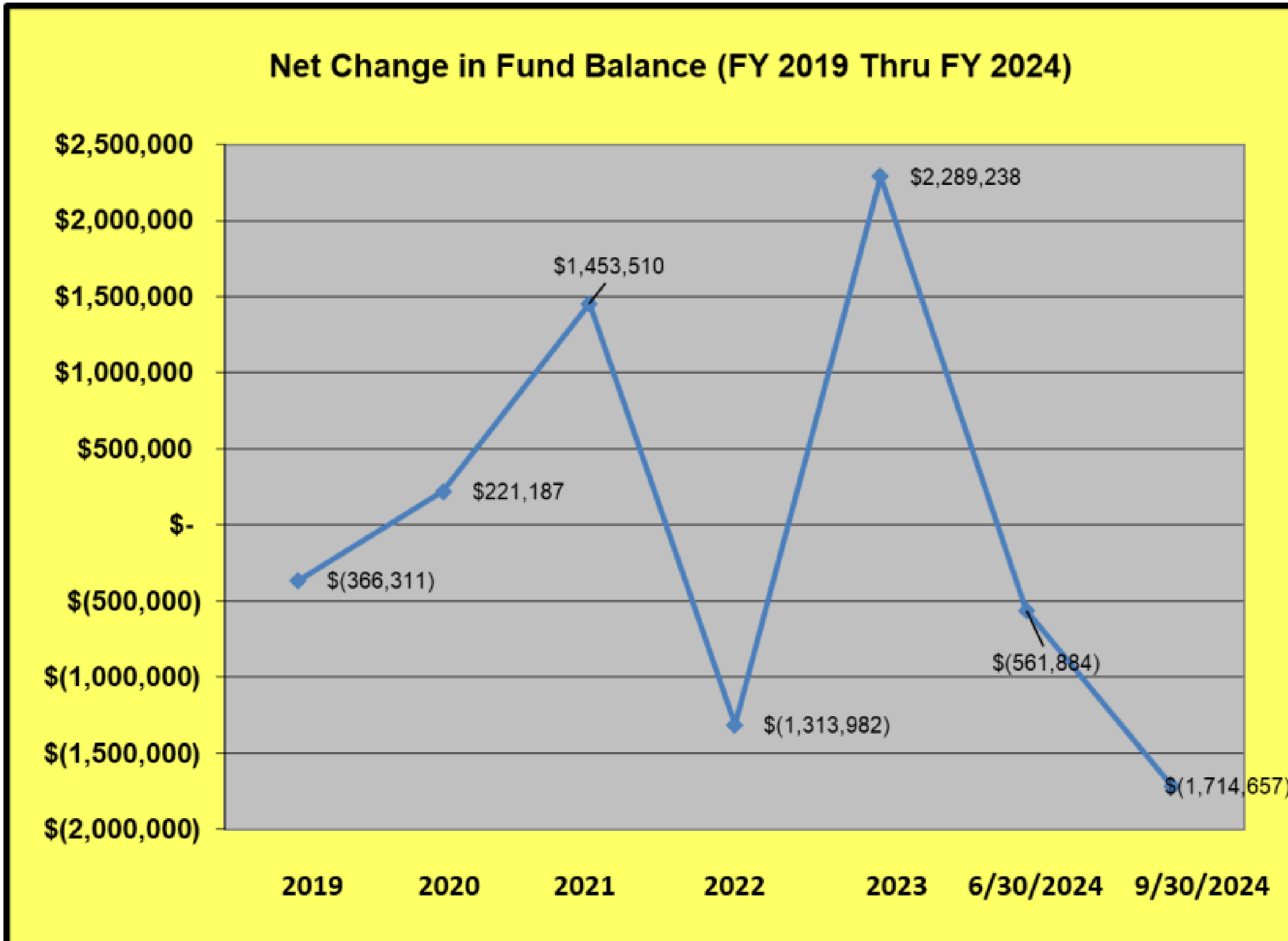
Fund Balances as a Percentage of Total Expenditures



Going Further.

General Fund – Unassigned Fund Balances as a Percentage of Total Expenditures/Transfers Out

No taxes were billed in the 3 month period.



Going Further.

Governmental Advisory Services

Strategy

Develops and defines the future vision, goals, and objectives

- Innovation
- Long-Term Planning
- Organization Management
- Workforce of the Future Planning
- Internet of Things/Market Disruptors Assessment
- Artificial Intelligence/Robotics
- Service Delivery Model Planning
- Strategy Mapping
- Technology Consulting/ERP
- Technology Solution/Vendor Selection
- Operational Vision
- Business Case

Operational Efficiency and Effectiveness

Ensures business processes and service delivery are provided in a manner maximizing targeted goals

- Cost Containment
- Operations Improvement
- Program Delivery
- Revenue Enhancement
- Staffing Assessments
- Benchmarking
- Technology Utilization
- Governance
- Policy/Procedure Assessments
- Operations/Management Reviews

Transformation

Allows for the successful change from the current state to the desired environment or outcome

- Change Management and Organizational Transformation Strategies
- Customer Service Optimization
- Service Delivery Modeling
- Technology/Workflow Design
- Human Capital Management

Performance Measurement

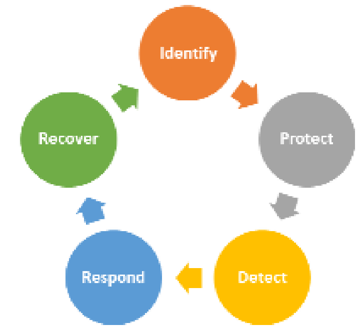
Ensures outputs and outcomes are producing desired results

- Budget Forecasting & Design
- Cost Accounting
- Data Science
- Grant Strategy
- Risk Assessments
- Internal Controls & Compliance
- KPI Design
- Benchmarking
- Project Management
- Independent Verification & Validation
- Management/Dashboard Reporting

IT and Cybersecurity Solutions

•Cybersecurity Framework Engagements

- Performed as either a SOC for Cybersecurity under AICPA attestation standards, or as a consulting engagement under AICPA consulting standards

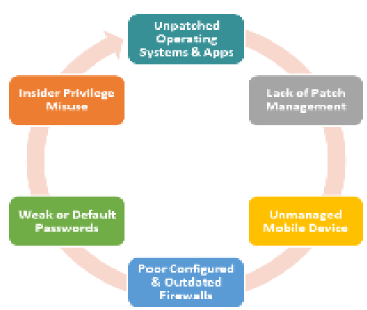


•System Vulnerability Assessment Engagements

- Process of defining, identifying, classifying and prioritizing vulnerabilities in computer systems, applications and network infrastructures, and providing an assessment with necessary knowledge, awareness and risks to understand the threats to determine appropriate reactions

•Penetration Testing Engagements

- Practice of testing a computer system to find security vulnerabilities that a hacker/attacker could exploit using automation or manual applications



New Accounting Pronouncements

- **New GASB Pronouncements for Future Years**

  - **GASB Statement No. 102, *Certain Risk Disclosures*** was issued in December 2023 and is effective for fiscal years beginning after September 15, 2024, and all reporting periods thereafter. Earlier application is encouraged. This statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued.

  - **GASB Statement No. 103, *Financial Reporting Model Improvements*** was issued in April 2024 and is effective for fiscal years beginning after September 15, 2025, and all reporting periods thereafter. Earlier application is encouraged. The requirements for MD&A will improve the quality of the analysis of changes from the prior year, which will enhance the relevance of that information. They also will provide clarity regarding what information should be presented in MD&A. The requirements for the separate presentation of unusual or infrequent items will provide clarity regarding which items should be reported separately from other inflows and outflows of resources. The definitions of operating revenues and expenses and of nonoperating revenues and expenses will replace accounting policies that vary from government to government, thereby improving comparability. The addition of a subtotal for operating income (loss) and noncapital subsidies will improve the relevance of information provided in the proprietary fund statement of revenues, expenses, and changes in fund net position. The requirement for presentation of major component unit information will improve comparability. The requirement that budgetary comparison information be presented as RSI will improve comparability, and the inclusion of the specified variances and the explanations of significant variances will provide more useful information for making decisions and assessing accountability.

New Accounting Pronouncements (Continued)

- **New GASB Pronouncements for Future Years (Continued)**

  - **Statement No. 104, Disclosure of Certain Capital Assets** was issued in September 2024 and is effective for fiscal years beginning after September 15, 2025, and all reporting periods thereafter. The objective of this Statement is to clarify which types of capital assets must be disclosed separately in the notes to the financial statements as well as to establish disclosure requirements for capital assets that are held for sale.

  - **Other Pending or Current GASB Projects**. As noted by the numerous pronouncements issued by GASB over the past decade, the GASB continues to research various projects of interest to governmental units. Subjects of note include:

  - **Going Concern Uncertainties and Severe Financial Stress** is a major project where the goal is to address issues related to disclosures regarding going concern uncertainties and severe financial stress. The project will consider (1) improvements to existing guidance for going concern considerations to address diversity in practice and clarify the circumstances under which disclosure is appropriate, (2) developing a definition of severe financial stress and criteria for identifying when governments should disclose their exposure to severe financial stress, and (3) what information about a government's exposure to severe financial stress is necessary to disclose. This technical topic is being examined by the GASB due to a wide diversity in practice regarding required presentation on the face of the financial statements, disclosures, etc. A preliminary views document on this topic is expected by late 2024 with an exposure draft to follow in 2025.

  - **Going Concern Uncertainties and Severe Financial Stress** is a major project where the goal is to address issues related to disclosures regarding going concern uncertainties and severe financial stress. The project will consider (1) improvements to existing guidance for going concern considerations to address diversity in practice and clarify the circumstances under which disclosure is appropriate, (2) developing a definition of severe financial stress and criteria for identifying when governments should disclose their exposure to severe financial stress, and (3) what information about a government's exposure to severe financial stress is necessary to disclose. This technical topic is being examined by the GASB due to a wide diversity in practice regarding required presentation on the face of the financial statements, disclosures, etc. A preliminary views document on this topic is expected by late 2024 with an exposure draft to follow in 2025.

New Accounting Pronouncements (Continued)

- New GASB Pronouncements for Future Years (Continued)

  - **Subsequent Events—Reexamination of Statement 56** is a project that will improve the accounting and financial reporting for subsequent events. The project will reexamine existing requirements related to subsequent events in Statement No. 56, Codification of Accounting and Financial Reporting Guidance Contained in the AICPA Statements on Auditing Standards, to address issues related to (1) confusion about and challenges associated with applying the existing standards, (2) inconsistency in practice in the information provided about subsequent events, and (3) the usefulness of the information provided about subsequent events. Exposure draft on this topic is expected by late 2024.

  - **Revenue and Expense Recognition** is a major project where the overall objective is to develop a comprehensive, principles-based model that would establish categorization, recognition, and measurement guidance applicable to a wide range of revenue and expense transactions. Achieving that objective will include: (1) development of guidance applicable to topics for which existing guidance is limited, (2) improvement of existing guidance that has been identified as challenging to apply, (3) consideration of a performance obligation approach to the GASB's authoritative literature, and (4) assessment of existing and proposed guidance based on the conceptual framework. The expected outcome of the project is enhanced quality of information that users rely upon in making decisions and assessing accountability. The GASB is currently reviewing comments and other input received from the stakeholder community during the preliminary views stage that was completed in 2021. An exposure draft is expected in early 2025.

Govt. Clients – Free Quarterly Continuing Education

- **Since March of 2009 – For Over 15 Years !!**
  - Mauldin & Jenkins provides free quarterly continuing education for all of our governmental clients. Topics are tailored to be of interest to governmental entities. In an effort to accommodate our entire governmental client base, we offer the sessions several times per quarter at a variety of client provided locations resulting in greater networking and knowledge sharing among our governmental clients. We normally see approximately 180 people per quarter. Examples of subjects addressed in the past few quarters include:

- Accounting for Debt Issuances
- Achieving Excellence in Financial Reporting
- Best Budgeting Practices, Policies and Processes
- Budget Preparation
- ACFR Preparation (two (2) day hands-on course)
- Capital Asset Accounting Processes and Controls
- Collateralization of Deposits and Investments
- Component Units
- Cybersecurity Risk Management
- Evaluating Financial and Non-Financial Health of a Govt.
- Financial Report Card – Where Does Your Govt. Stand?
- Financial Reporting Model Improvements
- GASB Nos. 74 & 75, OPEB Standards
- GASB No. 77, Tax Abatement Disclosures
- GASB No. 84, Fiduciary Activities
- GASB Projects and Updates (ongoing & several sessions)
- Human Capital Management
- Grant Accounting Processes and Controls
- Internal Controls Over Accounts Payable, Payroll and Cash Disbursements
- Internal Controls Over Receivables and the Revenue Cycle
- IRS Issues, Primarily Payroll Matters
- Legal Considerations for Debt Issuances and Disclosures
- Policies and Procedures Manuals
- Segregation of Duties
- Single Audits for Auditees
- Special Purpose Local Option Sales Tax (SPLOST)
- Accounting, Reporting and Compliance
- Uniform Grant Reporting Requirements and the New Single Audit

» **We appreciate Hapeville's participation in these quarterly sessions.**

Hapeville georgia

Questions & Comments

Thank You for the Opportunity to Serve

City Clerk's Office
3468 North Fulton Avenue
Hapeville, GA 30354
Phone: (404) 766-3004
Fax: (404) 669-3302

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.

☑ New ☐ Amended

Date: 3/9/2025

Contact Name: Mary Cordova Phone: [redacted]

Business/Trade Name: Funtapas LLC

D/B/A: ~~Funtapas Bar & Kitchen~~

Email: [redacted]

Emergency Contact Name: Juan Criollo Phone: [redacted]

Business Address: 3365 Dogwood Dr, Hapeville, GA, 30354

TYPE OF BUSINESS

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

TYPE OF LICENSE AND FEES

Retail

- ☐ Beer/Wine $3,150.00
- ☐ Package $5,000.00

On-Premise Consumption

- ☐ Beer/Wine $3,150.00
- ☑ Beer/Wine/Liquor $5,000.00

Wholesale/Manufacturer

- ☐ Beer/Wine $3,150.00
- ☐ 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: Juan Criollo Date of Birth: [redacted] 1969

Current Address: [redacted]

Spouse Name: NA

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

[redacted]

Name and Location of Employers for the last five years:

To-Do-Remodel 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)

NA- no spouse

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: 33-1665424 State Tax ID Number: 20301582568

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.) Please see Lease attached.

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

Full Name	Position	Social Security Number	Address	% of Interest
Darwin Sura	Member	[redacted]	[redacted]	33.33%
Ever Sura	Member	[redacted]	[redacted]	33.33 %
Juan Criollo	Managing Member	[redacted]	[redacted]	33.33 %

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
Juan Criollo	[redacted]	[redacted]	[redacted]

BUSINESS SPECIFIC INFORMATION

County Tax Parcel ID 14 009800160287 Zoning District U-V Urban Village

Nearest Intersection: N Central Ave

Building Square Footage: 11.100 Business Square Footage (if not using entire building): 3000

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

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

42- See attached Site Plan.

If shared parking, detail of how many are dedicated to the business and details of other businesses sharing parking (addresses). Parking is shared with Chattabrewchee the Hangar based on first come, first serve customers.

Hours/days of operation: Monday-Thursday- 11:00 AM-10:00 PM Friday-Saturday-11:00 AM-12:00 AM Sunday-12:00 PM - 9:00 PM

Description of adjacent properties (residential/commercial)

Chattabrewchee the Hangar- brewery company of brewed beers.

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 case 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

Juan Criollo
Print or Type Name

I certify that Juan Criollo (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 21st day of April, 2025.

Rafiela Montes de Oca
Notary Public

My commission expires on: 11/25/2028

Rafiela Montes de Oca
NOTARY PUBLIC
Fayette County, GEORGIA

FUNTAPAS BAR & KITCHEN

TAPAS

Fresh House Guac 9

Avocado, tomato, jalapeño, onion, cilantro, black pepper, lime juice, salt; olive and avocado oil served with homemade tortilla chips

House Hummus 8

Savory hummus with a glaze of olive oil, avocado oil, paprika, and cilantro topped with green olives alongside a bed of plane pita chips

Fried Calamari 12

Lightly Fried Calamari with Pico de Gallo

Grilled Shrimp 14

4 delicious shrimps in a Mexican Style homemade sauce

Chicken Wings 9

3 seasoned chicken wings covered with a layer of the Chef's sauce

Pinchos Españoles 9

Jamón & Queso is made on toasted bread, serrano ham, Blueberry jam Red apple, brie cheese, honey, rosemary

Marinero is made on toasted bread, green pepper, tuna, boiled egg, mayonnaise, anchovy, olive

Especial de Tortilla Española is made on toasted bread, smart leftovers, Spanish omelette, caramelized onions and chives

Yuca Cups with Guacamole or chicken, or shrimp 5

Fried yuca dough molded into a cup, which can be filled with guacamole, or chicken or shrimp deliciously prepared with the house recipe

Colombian Empanadas 3

Yellow corn dough stuffed with Chicken or beef, potato, and rice; served with homemade chili or thousand island, or green lemon

Fried Yuca 5

Four pieces of delicious fried yuca served with homemade dressing

Tostones 6

A quarter of fried green plantains served with house guac or homemade orange dressing

SALADS

House Salad 7

Arugula, tomato, avocado, red onions, almonds, house dressing

Fuani Salad 8

Bed of spinach topped with black and green olives, cherry tomatoes, orange slices feta cheese, a touch of celery, splash of avocado and olive oil, salt and pepper

Apple Salad 9

Granny Smith Apple Salad, Radicchio, Arugula, Candied Walnuts, Shaved Manchego Cheese, Walnut & Apple Cider Vinaigrette

LATIN FLAVOR'S TAPAS

2 Grilled Skirt Steak or Shrimp Tacos 9

Beef skirt, lime juice, olive oil, green onions, salt, pepper, served on Corn tortillas with minced fresh cilantro and lime wedges.

¼ pound of Deliciosa Picanha Bites 14

Grilled house seasoning picanha, served with a piece of yuca, or arepa, or salty potato

Optional: steak sauce, chimichurri, homemade chili

SOFT DRINKS: coke products, bottled water, natural juices, and lemonade

"Allergy Warning: Menu items may contain or contact wheat, soy, tree nuts (including coconut), eggs, fish, crustacean shellfish, nuts, and milk." Ask our staff for more information." Another: "Warning: We use common fryer oil, meaning we cannot guarantee that your menu item is free of common allergens."

FUNTAPAS
BAR & KITCHEN

Alcohol License Establishment Planning & Zoning Form

Date: May 28, 2025

Business Name: Funtapas LLC

Business Address: 3365 Dogwood Dr, Hapeville, GA 30354

Business Owner: Junan Criollo, Ever Sura, and Darwin Sura

Building Square Footage: 11,100 SF

Square footage of Business Unit: 3,000 SF

Will the establishment provide patio/outdoor dining? No.

Number of Parking Spaces Provided: 42 spaces shared with Chattabrewchee the Hangar.

Proposed Business Hours: Mon-Thurs 11am to 10pm; Fri-Sat Sun 11am to 2am, Sunday 12pm to 9pm

Zoning Classification: U-V, Urban Village

Sec. 93-11.2-1. - Intent.
The U-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)Promote neighborhoods established near shopping and employment centers;
(4)Encourage pedestrian and neighborhood uses in the commercial area;
(5)Discourage land uses that 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, antique shops, new apparel shops and banks; and
(8)Encourage intensified mixed-use with commercial uses on the ground floor and dwellings above.

ARTICLE 22.1. - DIMENSIONAL REQUIREMENTS
Parking Requirements
One parking space for every 1,000 square feet of enclosed commercial floor area.

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

Number of parking spaces required by zoning: Compliant

Outdoor dining: **No.**

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

(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. The closest school is Discovery Montessori which is less than 250 feet away. There are no distance requirements for on site consumption licenses.

(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. 42 shared parking spaces are located on site.

(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.

(1) 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.

<u>***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. The hours proposed indicated the establishment will be open until 2am. No alcohol would be permitted to be served after 12am.***</u>

(2) 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.

The windows have been darkly tinted. This is not compliant with Architectural Standards and may not provide police and public safety with clear view into the interior. It must be addressed for both the Architectural Standards compliance and for public safety.

(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:	
Inspection Date:	04/09/2025
Inspection Time:	0.3
Inspected By:	Pildner, William

CITY OF HAPEVILLE FIRE DEPARTMENT
FIRE INSPECTION REPORT

Inspection and Compliance Orders					
Facility:	Funtapas	**Address:**	3365 Dogwood Drive		
Phone:	404-207-2946				
Fax:		**City:**	City of Hapeville		
Email:		**State:**	GA	**Postal Code:**	30354
Primary Contact					
Contact:	Criollo, Juan	**Work:**			
Email:	crecerpromotores@gamil.com	**Cell:**	404-207-2946		

Inspection Type:	Alcohol Review Inspection

Violation Code	Days to Correct*	Violation	Notes	Location

Inspection Notes:
Inspection passed. Business clear for CO and license.

Inspector :
William Pildner

WCP

* 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.

South Fulton Neighbor

136 Pryor Street, Suite CB14
Atlanta, Ga. 30303
470-990-4415

AFFIDAVIT OF PUBLICATION

STATE OF GEORGIA
COUNTY OF FULTON

I, Douglas W. Crow, do solemnly swear that I am the Vice President of Operations, Times Journal Inc., of the South Fulton Neighbor printed and published at South Fulton in the State of Georgia and that from my own personal knowledge and reference to the files of said publication, the advertisements for: **FN3820 ALCOHOL LICENSE** was published in the South Fulton Neighbor on the following date(s):

06/04/2025 06/11/2025

Ad No.: **487177**

Subscribed and sworn to before me this 11th day of June, 2025

Douglas W. Crow

Douglas W. Crow, Vice President of Operations, Times Journal Inc.

K Williams

K WILLIAMS
MY COMMISSION EXPIRES
NOTARY PUBLIC
APRIL 22, 2026
GWINNETT COUNTY, GEORGIA

Notary Public

Ad text :
FN3820
gpn02
On-Premises
Consumption
Application has been made by Funtapas LLC, Owners Juan Criollo, Ever Sura and Darwin Sura at 3365 Dogwood Drive, Hapeville, Georgia 30354 for the issuance of a 2025 Alcohol Beverage On-Premises Consumption of Beer, Wine, and Liquor. A Public Hearing will be held by Hapeville Mayor and Council on June 17, 2025, at 6:00 P.M. At Hapeville Municipal Complex at 700 Doug Davis Drive, Hapeville, Georgia 30321
6:4,11ep

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

June 3, 2025 6:00 PM

MINUTES

1. **CALL TO ORDER:** by Mayor Hallman at 6:06 PM
2. **ROLL CALL:** All members of the Council were present, with the exception of Councilman Alexander, thereby constituting a quorum.
   - ☑ Alan Hallman
   - ☑ Mike Rast
   - ☑ Brett Reichert *joined the meeting via virtual call.*
   - ☑ Mark Adams
   - ☒ Chloe Alexander
3. **WELCOME:** Mayor Hallman welcomed all to the June 3rd meeting.
4. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited in unison.
5. **INVOCATION:** Given by City Tim Young
6. **PRESENTATIONS:**

6.I. Acknowledgment of Rotary Club Award Winners.

I. **Police Officer of the Year:** *Sergeant Shadha Canzater*

Police Chief Bruce Hedley announced that Corporal Shada Canzater was named Officer of the Year by the Airport Rotary Club on May 13th. Joining the meeting virtually from a conference in Chicago, Corporal Canzater was recognized for her outstanding service, including leading the Community Engagement Unit, creating the department's first teen mentorship program, revitalizing social media, supporting recruitment, and building strong community partnerships. Originally from Newark, New Jersey, she dedicated her career to public service and community impact.

II. **Firefighter of the Year:** *Captain Jennifer Brown*

Fire Chief Nic Condrey introduced Captain Jenny Brown as the Rotary Club's Firefighter of the Year. Captain Brown joined Hapeville Fire three years ago, became a paramedic, and was promoted to Captain Deputy Fire Marshal in January 2024. She later assumed the role of interim Fire Marshal, stepping up to oversee numerous ongoing projects amid the city's rapid growth. In addition to her primary duties, she has taken on EMS administration, grant work, and weekend paramedic shifts. A mother of three, she is also enrolled in the Fire Officer Program at the Georgia Public Safety Training Center. Captain Brown is the first female officer in the department and the first to receive this award.

7. PUBLIC HEARING:

8. QUESTIONS ON AGENDA ITEMS: There were no questions on agenda items at this meeting.

9. CONSENT AGENDA:

9.I. Consideration and Action to Approve May 20, 2025, Mayor and Council Meeting Minutes.

MOTION: Councilman Adams motioned to approve the consent agenda; Alderman Rast provided a second. **The motion carried with a vote of 3-0.**

10. OLD BUSINESS: There were no old business items at this meeting.

11. NEW BUSINESS:

11.I. Consideration and Action to Approve a Production Agreement with Smart Bill L.T.D. for Utility Billing Services.

MOTION: Alderman Rast motioned to approve a Production Agreement with Smart Bill L.T.D. for Utility Billing Services; Councilman Adams provided a second. **The motion carried with a vote of 3-0.**

12. CITY MANAGER REPORTS: City Manager Tim Young provided updates on several matters.

- **Employee Benefits:**
  - Open enrollment for employee benefits was completed by the end of May.
- **Audit & Budget:**
  - Mauldin & Jenkins will present the bridge period audit at the June 17th, council meeting. The audit reflects a low-revenue, high-expense period used to align the City's fiscal year.
  - Initial numbers for the FY2025–2026 budget have been reviewed.
  - Staff are actively refining priorities to prepare for upcoming Council budget discussions.
- **Fire Department Recruitment:**
  - Seven new firefighter recruits will begin training in July.
  - This is the largest hiring class in recent years.
  - Expected graduation is mid-September. Reflects City's commitment to competitive public safety staffing.
- **Juneteenth Planning:**
  - City departments—including the Clerk's Office, the Hapeville Depot, Recreation, PD, Public Works—are collaborating on the first annual Juneteenth celebration.
  - A walkthrough and production meeting are scheduled for June 4th (two weeks before the event).
- **Main Street Public Art Installation:**
  - A new sign commissioned by Main Street has been installed on South Central Avenue.
  - Approved last year and now completed. A formal unveiling event is being planned by Main Street.
  - City Manager Young congratulated the Main Street board and staff on a job well done.

13. PUBLIC COMMENTS:

1. Nollan Ceromain
2. Charlotte Rentz
3. Louise Applequist

14. MAYOR AND COUNCIL COMMENTS:

Councilman Adams thanked everyone for attending and for actively participating in local government.
Alderman Rast had no further comments at this time.
Councilman Reichert had no further comments at this time.
Mayor Hallman expressed his gratitude to Main Street Board and staff for the new sign installed in front of the Atlanta Printmakers Studio, encouraging everyone to see it illuminated after sunset. He

noted it as a beautiful addition to the city and thanked both Main Street and the Atlanta Printmakers Studio for their partnership in bringing the project to life**.**

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).*

MOTION: Alderman Rast made a motion to go into recess; Councilman Adams provided a second. **The motion carried with a vote of 3-0.**

MOTION: Councilman Adams made a motion to go into executive session at 6:27 PM; Alderman Rast provided a second. **The motion carried with a vote of 3-0.**

Councilman Reichert exited the meeting at 6:27 PM

MOTION: Councilman Adams made a motion to convene back into regular session at 6:48 PM, Alderman Rast second. **The motion carried with a vote of 2-0.**

16. **ADJOURN:** With no further business, Mayor Hallman called for a motion to adjourn.

MOTION: Councilman Adams motioned to adjourn at 6:49 PM; Alderman Rast provided a second**.** **The motion carried with a vote of 2-0.**

Respectfully submitted,

____
Alan Hallman, Mayor

____
Sharee Steed, City Clerk

ALAN HALLMAN
MAYOR

MIKE RAST
ALDERMAN AT LARGE

BRETT REICHERT
COUNCILMAN AT LARGE

MARK ADAMS
COUNCILMAN WARD I

CHLOE ALEXANDER
COUNCILMAN WARD II

Tuesday, June 17, 2025

Mr. Jermaine Durham
Dawson Hall
305 Sanford Drive
Athens, GA 30602

Dear Jermaine Durham,

This written letter documents the commitment and support of the City of Hapeville and its application for the Georgia Initiative Community Housing Program. Please accept this letter as verification that Hapeville will provide the necessary resources needed to complete the program.

In 2017, the City completed its LCI/Comprehensive Plan, which broadly addressed the community's housing needs, including encouraging reinvestment and rehabilitation of deteriorated housing. In 2019, the City collaborated with the Atlanta Regional Commission (ARC) to develop a Housing Profile for the City. With the help of ARC, the City was able to identify the most challenging issues, which included the rapidly increasing housing costs and cost-burden; the displacement of City residents; the lack of housing diversity; and the political and public opposition to housing development.

Examining the challenges, the City also identified four priority strategies: develop housing leadership; mitigate the potential for displacement; increase homeownership to stabilize existing neighborhoods; and diversify the housing supply. The City has addressed a few of these strategies, including developing an accessory dwelling unit (ADU) policy and standards, adopting a short-term rental policy that limits corporate investment into the City's housing stock, and allowing for higher density housing projects. As the City has continued to experience rapid growth and investment since the 2019 housing evaluation, the need to address attainable housing for our current and future residents is as important as ever. We believe participation in the GICH Program would provide the guidance and education for our citizens and policymakers to address our housing challenges. City leadership genuinely supports this endeavor and we hope you keep our community in mind when making program decisions.

All pre-application communication can be directed to Nikki Cales, City of Hapeville's Main Street & Grants Coordinator, at 404-669-8269 or [ncales@hapeville.org.](mailto:ncales@hapeville.org)

Sincerely,

Alan Hallman,
Mayor City of Hapeville

3468 North Fulton Avenue, Hapeville, Georgia 30354
City Hall 404.669.2100 www.hapeville.org

Community Service	Economic Development	Fire Department	Police Department	Recreation Department
3474 N. Fulton Avenue	3468 N. Fulton Avenue	606 King Arnold Street	700 Doug Davis Drive	3444 N. Fulton Avenue
404-669-2120	404-669-8269	404-669-2141	404-768-7171	404-669-2136

Chapter 2 - ADMINISTRATION

Sec. 2-5-1. - Departments created.

The following departments of the city are hereby created:

1. Administration and finance;
2. Police;
3. Fire;
4. Public services, also known interchangeably as "community service";
5. Recreation, parks, buildings, and grounds; and
6. Economic development.

(Code 1981, § 2-4-1; Ord. No. 84-7, 8-7-1984; Ord. No. 91-6, 3-5-1991; Ord. No. 93-4, 1-5-1993; Ord. No. 94-28, 11-1-1994; Ord. No. 2004-03, § 2, 5-4-2004)

New Verbiage

The following departments of the city are hereby created:

7. City Manager
8. City Clerk
9. Financial Services
10. Customer Financial Services
11. Human Resources
12. Municipal Court
13. Police
14. Fire
15. E-911
16. Highways and Streets
17. Recreation
18. Hoyt Smith Center
19. Public Works Administration
20. Code Enforcement
21. Economic Development
22. Water & Sewer
23. Storm Water
24. Solid Waste
25. Depot Museum

Departments may be created, modified, merged, divided, or dissolved at the discretion of the City Manager, subject to approval by the Mayor and Council.

CHAPTER 4. - STAFFING AND CLASSIFICATION

Sec. 4.02. - Employment categories.

It is the intent of the city to clarify the definitions of employment classifications so that employees understand their employment status and benefit eligibility. These classifications do not guarantee employment for any specified period of time. Accordingly, except as otherwise specified herein, the right to terminate the employment relationship at will at any time is retained by both the employee and city.

Each employee is designated as either nonexempt or exempt from federal and state wage and hour laws. Nonexempt employees are entitled to overtime pay under the specific provisions of federal and state laws. Exempt employees are excluded from specific provisions of federal and state wage and hour laws.

In addition to the above categories, each employee will belong to one other employment category:

Department heads are the city manager, chief of police, the fire chief, the community service director, and the recreation manager. Generally, they are eligible for the city's benefit package, subject to the terms, conditions, and limitations of each benefit program. Employees in this category are not regular full-time employees, as that term is defined herein. This definition shall apply only to these rules and shall not affect or control actual administrative responsibility or authority. Nothing herein requires the city to fund or fill any of these positions. Department heads are not eligible for personnel board appeals of employment decisions and are at-will employees who may be terminated with or without cause by a majority vote of the mayor and council.

New Verbiage:

Department heads are the City Manager, Chief of Police, City Clerk, Economic Development Director, Finance Director, Fire Chief, Human Resources Director, Depot Museum Director, Public Works Director, and Recreation Director. Generally, they are eligible for the city's benefit package, subject to the terms, conditions, and limitations of each benefit program. Employees in this category are not regular full-time employees, as that term is defined herein. This definition shall apply only to these rules and shall not affect or control actual administrative responsibility or authority. Nothing herein requires the city to fund or fill any of these positions. Department heads are not eligible for personnel board appeals of employment decisions and are at-will employees who may be terminated with or without cause by a majority vote of the mayor and council.