



#### **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>

October 21, 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. Recognition of Lieutenant James E. Carroll III in Honor of His Retirement and Years of Dedicated Service.
- 5. PUBLIC HEARING:**
  - 5.I. Consideration on FY2024-2025 Budget Amendment – First Reading

#### **Background:**

Fiscal Year 2024-2025 initial budget was adopted on September 17, 2024. This adopted budget called for \$18.5M in General Fund revenues and expenditures with no funding supplements from fund balance. This City amended the budget on March 18, 2025, with General Fund expenditures of \$20.08M and General Fund revenues listed as \$20.08.

As of October 21, 2025, to provide our most recent budget update for audit purposes, we project operational inflows at \$21.3, which is a \$1.2M increase from the previously approved budget of \$20.08. The increased inflows consist of higher than projected collections in:

- Real Property Taxes – \$315K
- Public Utilities – \$101K
- Local Option Sales Taxes (LOST) – \$200K
- Occupational Taxes – (Business Licenses) – 109K
- Building Permits – \$81K
- Hotel/Motel Taxes – 113K

A review of the City's expenditures and budget realignment allows Finance to project an overall increase in General Fund uses of \$1.25M from \$20.08M to \$21.3M, including 998K being added to Fund Balance. Explanations of projected budget increase requests by department are listed below.

Primary drivers of the increased uses are:

- City Manager – Increase in Liability Insurance - Georgia Interlocal (GIRMA)-(\$141K) and Increase Funding for 2022 Bond Sinking Fund-(\$58K)
- Legal Services – Increase in Legal Fees – (\$207K)
- Fire – Personnel Cost – Filled Vacant Positions – New Hires – (\$272K)
- Highway and Streets – Includes Repairs & Maintenance (Aging Fleet), Supplies, Electricity-(Georgia Power) – (\$210K)
- Fund Balance Additional Funding – (\$998K)

Staff requests consideration of Mayor & Council to approve these 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 Fourth Quarter Budget Adj-Pie Chart of GF Exp by Function-All Depts\_(Exhibit C)\_CM 10-21-2025
2. FY24-25 Proposed Budget Adjustment Requests Summary\_(All Funds)\_(Exhibit A)\_CM 10-21-2025
3. FY24-25 Proposed Budget Adjustment Requests Summary & Details\_(All Funds)\_(Exhibit B)\_CM 10-21-2025-Upd
4. City of Hapeville\_Fourth Quarter Budget Ordinance - FY2024-2025-(CM 10-21-2025)

**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 October 7, 2025, Mayor and Council Meeting Minutes.

**Supporting Document(s):**

1. Drafted Minutes 10072025

- 7.II. Consideration and Action to Approve the Street Closure Request for Halloween Trick-or-Treating on Oakdale Road.

**Background:**

Residents of Cofield Park have submitted a request to temporarily close Oakdale Road between Rose Terrace and Campbell Circle on Friday, October 31, 2025, during designated Trick-or-Treat hours. This request is intended to enhance pedestrian safety, particularly for children participating in Halloween festivities. The area experiences a high volume of foot traffic during this time, and the closure would help reduce vehicle-pedestrian conflict and improve the overall safety and enjoyment of the event.

**Supporting Document(s):**

1. Oakdale Road Closure

- 7.III. Consideration and Action to Approve Temporary One-Way Roadways for Halloween Trick-or-Treating.

**Background:**

Sergeant Stephen Cushing has requested the implementation of temporary one-way traffic patterns on select roadways for Friday, October 31, 2025, from 5:00 p.m. to 9:00 p.m., to enhance public safety during Halloween festivities. These areas experience heavy pedestrian activity, particularly from children and families participating in Trick-or-Treating. The proposed one-way configuration aims to reduce vehicular conflicts and improve traffic flow in densely populated residential areas during the event.

**Supporting Document(s):**

1. Halloween Map
- 7.IV. Consideration and Action to Approve the Street Closure for Hapeville Elementary Annual Fall Festival.

**Background:**

The Hapeville Elementary School PTA requests a street closure of Scout Street and Marina Street from Marina Street to Claire Drive on Thursday, October 30, 2025 between the hours of 3:00pm and 8:30pm. This closure is to ensure the safety of students, parents and citizens as they enjoy the Fall Festival celebration.

**Supporting Document(s):**

1. Hapeville Elementary School Fall Festival Road Closure
2. Map for street closure for Fall Fest 2025

**8. OLD BUSINESS:**

**9. NEW BUSINESS:**

- 9.I. Consideration and Action to Approve the Event Request and Road Closure for the Delta x Team USA 5K Run.

**Background:**

Delta Air Lines is requesting approval for the rental of city space and a temporary road closure to host the Delta x Team USA 5K Race on Saturday, November 8, 2025. The race commemorates three major events: Delta's partnership with Team USA, the *100 Days Out* milestone to the Milano Cortina 2026 Olympic and Paralympic Winter Games, and *Veterans Day* (November 11th). The road closure, outlined in the application provided in the packet, is requested from 6:00 AM to 12:00 PM to ensure the safety of participants and spectators.

The event will begin at 1025 Virginia Avenue and conclude with a post-race "Finish Line Festival" at 1030 Delta Boulevard. Highlights include a Team USA athlete meet-and-greet, vendor engagement, and a Delta x Team USA branded merchandise experience.

Staff recommends consideration of this request, which aligns with the City's continued partnership with Delta and promotes both community engagement and national recognition.

**Supporting Document(s):**

1. Delta 5k Event Request Form
  2. Delta 5k Road Closure Request Form
  3. Delta 5K Event Map
- 9.II. Consideration and Action to Approve the Memorandum of Understanding (MOU) with St. John's the Evangelist to use Hoyt Smith as the Emergency Evacuation Location.

**Background:**

St. John the Evangelist Catholic School is required by accreditation standards to maintain an emergency evacuation plan that includes an off-site relocation facility in case of emergencies. The Hoyt Smith Center has been identified as a suitable and proximate location. The proposed MOU formalizes an agreement between the City of Hapeville and the school, outlining the terms for use of the facility in the event of a necessary evacuation. Staff recommends approval of this agreement to support community safety and preparedness.

**Supporting Document(s):**

1. St John's the Evangelist Emergency Site
- 9.III. Consideration and Action to Approve a One-Time Holiday Pay to Employees.

**Background:**

It has been a recent custom for the City of Hapeville to distribute as one-time payment over and above regular wages and salaries to our employees. We recognize the value of our employees, and without their dedication, selfless effort, and attention to detail, Hapeville

could not be the great and growing city that it is. City staff recommends a 2% one-time payment to employees with a minimum of \$500 for full-time and \$250 for part-time employees. The total anticipated cost is \$163,171.33. The 2% pay is included in the approved budget.

9.IV. Discussion on Pet Waste Disposal

**Background:**

With the growing population in the City, there are an increasing number of pet owners and pets. We are seeing more instances of pet waste in the public rights of way and parks. Council has requested a discussion on the current status of pet waste disposal in public areas, including existing disposal stations, maintenance challenges, and community education. The purpose is to evaluate the effectiveness of current efforts and explore options for improving cleanliness, environmental health, and public engagement regarding responsible pet waste practices. Included in the packet is an example of signs to put up in the neighborhoods and parks as a reminder to pick up after their pets.

**Supporting Document(s):**

1. Pet Waste Cleanup
2. Pet Waste Cleanup Sign - Example

**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.