



ALAN HALLMAN
MAYOR

MIKE RAST
ALDERMAN AT LARGE

TRAVIS HORSLEY
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://hapevillega.civicclerk.com/Web/Player.aspx?id=339&key=-1&mod=-1&mk=-1&nov=0>

October 5, 2021 6:00 PM

AGENDA

1. CALL TO ORDER:

2. ROLL CALL:

Alan Hallman
Mike Rast
Travis Horsley
Mark Adams
Chloe Alexander

3. WELCOME:

4. PLEDGE OF ALLEGIANCE:

5. INVOCATION:

6. PRESENTATIONS: None

7. PUBLIC HEARING:

7.I. Consideration and Action on 2020-2021 Budget Amendment – Second Reading

Background:

Fiscal Year 2020-2021 budget was previously amended and approved on February 2, 2021. This amended budget called for \$15.5M in General Fund expenditures with revenues listed as \$13.7M. The additional funding shortfall of \$1.79M was covered by City's Fund Balance. As the new fiscal year is underway, several key revenue projections have come into focus. Finance has revisited the previous revenue forecasts and requests Mayor and Council to review and ratify the updated revenue forecasts in an official amendment.

Finance is projecting an increase in General Fund revenue by 2.3M from 13.7M to 16M. This increase is based on collecting higher than projected Real Property Taxes, received higher than projected Local Options Sales Tax (LOST), received payments of higher than projected Building Permits due to increased constructions and accrued ARP Revenue for loss revenue reimbursement.

The attached budget amendment includes:

1. Real Property Tax revenue updated from \$4.72M to \$4.74M with a projected collection rate of 101% of budget
2. Building Permit revenue updated by \$122K from \$300K to \$422K
3. Local Options Sales Tax (LOST) increased by \$200K from \$1.75M to \$1.95M
4. Hotel/Motel Tax Revenue (General Fund Portion) increased by \$181K from \$577K to \$759K
5. Loan Proceeds increased by \$85K from \$771K to \$856K for Fire equipment purchase and financed. The offsetting expenditures are included in appropriate budget section. Total proceeds

- include (1) Ladder Truck for Fire, (2) Ford Explorer for Fire, (3) Three Dodge Durango's for Police, (4) New Fire Equipment – Stryker
6. Accrued 1.2M for reimbursement from ARP Fund for loss revenue

A review of the City's expenditures and budget realignment has allowed Finance to project the following summarized increases to the General Fund budget. Explanation of these projected increases are included in attached budget document.

- 1320 - City Manager - \$81K
- 1510 - Finance - \$60K
- 1530 - Legal Services - \$46K
- 1540 - Human Resources-\$30K
- 1565 - Information Tech - \$33K
- 2650 - Municipal Court - \$34K
- 3510 - Fire - \$147K
- 9100 - Other Financial Uses - \$800K

The updated 2020-2021 budget will be uploaded to the City's Website after Mayor and Council Approval.

Supporting Document(s):

1. City of Hapeville FY2020-2021 Proposed Budget Amendment Summary -All Funds-Exhibit A -- As of 09-17-2021---
2. City of Hapeville FY2020-2021 Proposed Budget Amendment Summary & Detail-All Funds-Exhibit B -- As of 09-17-2021---
3. Ordinance to Amend Budget for Fiscal Year 2020-2021-(9-7-2021) (002)

8. 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.

9. CONSENT AGENDA:

- 9.I. Consideration and Action of September 21, 2021, Mayor and Council Meeting Drafted Minutes.

Supporting Document(s):

1. 09-21-2021 Drafted Mins

- 9.II. Consideration and Action of Executive Session Minutes for September 21, 2021.

10. OLD BUSINESS: None

11. NEW BUSINESS:

- 11.I. Consideration of a COVID 19 Policy.

Background:

The COVID 19 virus continues to have a significant impact on public health and the economy at all levels, national, statewide, and local. Many Georgia municipalities are providing some incentive to help increase staff vaccination percentages towards 100%. City Manager and Human Resources have worked with Legal to suggest an update to the personnel policy for COVID – that employees incurring **breakthrough infections** of the disease receive up to 80 hours of city sponsored paid leave per occurrence. Staff requests council consider and act on the included policy recommendation.

Supporting Document(s):

1. Memo on COVID 19 Leave Notice to Vaccinated and Exempt Employees - Policy Update.

11.II. Consideration and Action for Financial Services Professional Services.

Background:

Attached to the agenda package is a renewal for financial services with Piper Sandler. This contract is annual renewal until July 31, 2024. All rates and terms are unchanged from the prior agreement. The contract may be terminated for any reason by either party with a 30-day notice.

Supporting Document(s):

1. FA Agreement (Pipe Sandler Hapeville changes 9.30.21).

12. CITY MANAGER REPORT:

13. 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.

14. MAYOR AND COUNCIL COMMENTS:

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).

16. 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.