



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=341&key=-1&mod=-1&mk=-1&nov=0>

December 7, 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:

6.I. Proclamation for Terry Cockrum

Supporting Document(s):

1. Terry Cockrum Proclamation

6.II. Police Officer and Firefighter of the Year Awards - The Exchange Club of Hapeville.

Background:

The Exchange Club recognizes the Hapeville police officers and firefighters who have demonstrated exceptional achievement and shown a genuine commitment to their profession, their agency, and the public they serve.

6.III. 2021 Cardiac Save Award

Background:

The purpose of this award is to honor those who have successfully revived a patient that has experienced cardiac arrest.

The City of Hapeville congratulates those who perform such life-saving measures:

Lieutenant Benjamin Kell
Firefighter Paul Long Jr

Firefighter Gary Ramsey
Firefighter Kevin Watts
Firefighter Patrick Kelly

7. PUBLIC HEARING:

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

Background:

Fiscal Year 2020-2021 budget was previously amended and approved on October 5, 2021. After Finance continued discussions with our auditors and City Manager related to the treatment of ARP (American Rescue Plan) funds, Finance has revisited the previous revenue forecasts and requests Mayor and Council to review and ratify the updated revenue forecasts in an official amendment.

The previous amended budget called for \$15.8M in General Fund expenditures with revenues listed as \$16M, inclusive of \$1.2 recorded funds from ARPA (American Rescue Plan Act). Professional guidance from our auditors recommended the recording of ARPA and ensuing transactions remain in a special revenue fund. Due to the changed treatment of ARPA funds received, instead of increasing General Fund revenue by 1.2M, Finance is allocating \$1.2M of FY 2021 Public Safety expenses to the ARPA Special Revenue fund as an approved use of funds. This change is needed due to interim guidance on ARPA. Finance is also requesting additional 800K reduction in General Fund expenditures, removing the previously budgeted Transfer to Water & Sewer expense. This change will also reduce previously budgeted Water & Sewer sources of funds.

The attached updated 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

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 - \$80K
- 1510 - Finance - \$60K
- 1530 - Legal Services - \$46K
- 1540 - Human Resources-\$30K
- 1565 - Information Tech - \$33K
- 2650 - Municipal Court - \$34K

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

Staff Comments:

Applicant Comments:

Public Comments:

Supporting Document(s):

1. City of Hapeville - FY2020-2021 Updated Proposed Budget Summary - All Funds - Exhibit A - 10-28-2021
 2. City of Hapeville - FY2020-2021 Updated Proposed Budget Summary and Detail - All Funds - Exhibit B - 10-28-2021
 3. Ordinance to Amend Budget for Fiscal Year 2020-2021-(11-9-2021)
- 7.II. Consideration of an Ordinance to amend Chapter 2 (Administration), Article 2 (Mayor and Council), Section 2-2-5 (Rules and procedures of Mayor and Council) to provide for appropriate rules and procedures for the City Council meetings - Second Reading

Background:

Historically, only individuals present at the City Council, Planning Commission Meetings and the Board of Appeals were allowed to make public comments during the meetings and public hearings. During the height of the pandemic, the Mayor & Council allowed public comments to be shared via email or phone message to the City Clerk. The Mayor & Council have proposed that public comments continue to be allowed via these media.

The Planning Commission considered this item on August 10, 2021 and recommended approval subject to the following changes:

1. Change line 58 from "Alderman Rast" to "Alderman."
2. Change line 92 from "induce" to "include."

The Board of Appeals considered this item on September 23, 2021 and recommended approval. Staff supports their recommendations.

Staff Comments:

Applicant Comments:

Public Comments:

Supporting Document(s):

1. Ordinance - Rules For Order (02088533-3)
2. Planner's Report Text Amendment Public Comments
3. Legal Adv. 11-09-2021_Meeting Rules and Procedures_Text Amendment

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 to the approval of the November 9, 2021, Council Meeting minutes.
- 9.II. Consideration and Action to the approval of the November 9, 2021, Executive Session minutes.

10. OLD BUSINESS:

- 10.I. Discussion to Revise Food Truck Ordinance

Background:

At the request of City Council, the Planning Commission reviewed a proposal by the Main Street Board to amend the City Mobile Food Vendor and Zoning ordinance to allow permanent food trucks in the Arts Overlay District. The Planning Commission met and reviewed the suggestion at its September 14th meeting. Minutes from the Planning Commission meeting are included. The Planning Commission gave an unfavorable

recommendation to Mayor and Council for the proposal as written and recommended a new ordinance be drafted which address the request of Main Street and the also address the concerns of the of City Attorneys. At the direction of the City Manager, City Attorneys began reviewing the City ordinances in order to propose a text amendment that accommodates the Permanent Food Truck request. Upon initial estimation by the City Attorneys, to accommodate the request, modifications to multiple ordinances would cost the City upwards of \$10,000 or more. City Manager requested legal do no further work on the item until after we have further open discussion with City Council to determine if this is a priority expense to incur at this time.

Supporting Document(s):

1. Planners Report Proposed Food Truck Revisions June 4 (002)
2. September 14, 2021 Planning Commission Meeting Minutes

11. NEW BUSINESS:

- 11.I. Consideration on Mayor and Council 2022 Meeting Schedule Ordinance and Holiday Schedule –Second Reading

Background:

City staff is requesting for Council to approve the Ordinance for the Mayor and Council 2022 meeting schedule. In addition, staff is also requesting the approval of the 2022 City's holiday calendar for closures and an amendment to the 2021 Holiday calendar to add December 31, 2021, as the official observance day for the New Year's Day Holiday.

Supporting Document(s):

1. Amendment to Ordinance for Regular Meetings
2. 2022 Mayor and Council Meeting Schedule
3. 2022 HOLIDAY SCHEDULE

- 11.II. Consideration and Action for the IGA with Fulton County Department of Emergency Services.

Background:

Whereas Hapeville Police and Fire operate on radio frequencies provided by Fulton County Department of Emergency Services, staff is requesting approval to renew the Intergovernmental Agreement with Fulton County Department of Emergency Services to continue operating on the frequencies provided, for the period beginning January 1, 2022, and concluding December 31, 2022. The projected cost to continue will be \$45,994.

- 11.III. Consideration and Action on approving Magnum Paving, LLC in the amount of \$ 772,792.05 for the Hapeville City Wide Paving Project.

Background:

Magnum Paving, LLC was the lowest responsible bidder for the Hapeville City Wide Paving Project, which consists of milling and paving of 11 streets. This project is funded with T SPLOST dollars.

Supporting Document(s):

1. Bid Recommendation Letter
2. Bid Tabulation FORM
3. Street Paving - Streets

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.