

Mayor and Council Work Session
700 Doug Davis Drive
Hapeville, GA 30354

November 19, 2019 6:00PM

Agenda

1. Call To Order
2. Roll Call
 - Mayor Alan Hallman
 - Alderman Mike Rast
 - Councilman at Large Travis Horsley
 - Councilman Ward I Mark Adams
 - Councilman Ward II Chloe Alexander
3. Welcome
4. Public Hearing
 - 4.I. Consideration And Action On Abandonment Of Road - Virginia Avenue At Elkins Street And Rainey Avenue

Background:

Consideration and action on a resolution to declare and certify abandoned an unnamed ten-foot alley running parallel to Virginia Avenue between Elkins Street and Rainey Avenue.

In 2016, the Hapeville Development Authority sold the property located at 917 Virginia Avenue to Mr. Raj Patel for development of a mixed use project. The property was separated from two additional lots included in the real estate transaction by a 10' east-west alleyway. This alleyway has been used historically by the city for trash removal. The use had been abandoned for a significant amount of time, including a 10' north-south alleyway running into the property and perpendicular to Virginia Avenue. When the Development Authority sold the property, the alleyway remained on the final plat. As the City no longer has use for this alleyway, staff is requesting to abandon the alleyway to complete the final platting process.

Staff Comment
Applicant Comment
Public Comment

Documents:

[RESOLUTION TO ABANDON LAND ADJACENT TO VENUS VIRGINIA AVE LLC \(02328235XA0B3B\).PDF](#)
[ALLEYWAY MAP - 925 VIRGINIA AVENUE, PATEL PROPERTY.PDF](#)
[11-19-2019 LEGAL ADV. VIRGINIA AT ELKINS AND RAINEY ALLEYWAY.PDF](#)

- 4.II. Consideration On Section 93-22.1-1 To Amend And Update The Dimensional Requirements Within The Zoning Code - 1st Reading
 - Background:
Consideration of a text amendment to amend Chapter 93 (Zoning), Article 22.1

(Dimensional Requirements), Section 93-22.1-1 (Chart of Dimensional Requirements) to update the dimensional requirements to remove the minimum bed/bath requirement, reduce the minimum dwelling size for most residential units to 1,000-sf and correct missing information related to parking and loading requirements. The Planning Commission considered this item and recommended the Mayor and Council approve the text amendment subject to the following changes:

There is no minimum requirement for the number of bedrooms and bathrooms.

2. All single-family dwelling units and all residential zoning have a minimum floor area of 1,000-sf with the exception of R-O zoning and multi-family dwellings whose minimum square footage shall remain the same.

Staff support their recommendation.

Staff Comment:

Applicant Comment:

Public Comment:

Documents:

[ORDINANCE - TEXT AMENDMENT DIMENSIONAL REQUIREMENTS.PDF](#)
[PLANNERS REPORT TEXT AMENDMENT DIMENSIONAL REQUIREMENTS.PDF](#)
[MINUTES - 01-15-2019.PDF](#)
[11-19-2019 LEGAL ADV. DIMENSIONAL REQUIREMENTS.PDF](#)

4.III. Consideration On Section 93-5-5 (Unit Size) To Amend And Update The Unit Size Requirements In The R-AD Zone - 1st Reading

Background:

Consideration On Section 93-5-5 (Unit Size) To Amend And Update The Unit Size Requirements In The R-AD Zone - 1st Reading Background: Consideration of a text amendment to amend Chapter 93 (Zoning), Article 5 (R-AD Zone), Section 93-5-5 (Unit Size) for the purpose of updating the unit size requirements in the R-AD, Residential-Architectural Design Zone.

Staff Comment:

Applicant Comment:

Public Comment:

Documents:

[ORDINANCE - TEXT AMENDMENT UNIT SIZE.PDF](#)
[PLANNERS REPORT TEXT AMENDMENT DIMENSIONAL REQUIREMENTS \(1\).PDF](#)
[MINUTES - 01-15-2019 \(1\).PDF](#)
[11-19-2019 LEGAL ADV. R-AD ZONE.PDF](#)

4.IV. Consideration On Section 93-1-2 To Amend And Update Veterinarians, Animal Hospitals And Kennels - 1st Reading

Background:

Consideration to amend Chapter 93 (Zoning) for the purpose of updating the definitions for veterinarian, animal hospital and kennel in Section 93-1-2 of the Zoning Code. The Planning Commission considered this item and recommended the Mayor and Council approve the text amendment as submitted. Staff supported their recommendation.

Staff Comments:
Applicant Comments:
Public Comments:

Documents:

[ORDINANCE - TEXT AMENDMENT \(VETS 2.0\).PDF](#)
[PLANNERS REPORT TEXT AMENDMENT VETERINARIAN
DEFINITIONS_1.PDF](#)
[MINUTES - 4-9-2019.PDF](#)
[11-19-2019 LEGAL ADV. VETERINARIANS.PDF](#)

5. 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.

6. Consent Agenda

6.I. Consideration And Action On One-Time Payment To Employees

Background:

It has been recent custom for the City to distribute a one-time payment over and above regular wages and salary in excess of regular wages to our employees. We recognize the value of our employees and without their dedication, selfless effort, and attention to details, Hapeville could not be the great and growing city that it is. The City staff recommends a 2% one-time payment to employees with a minimum of \$500 for full-time and \$250 for part-time.

Total anticipated cost is \$124,967.76. The source of the funds are combined from 2019 tax digest increase from the original budget and departmental savings from unfilled staff positions.

Documents:

[ONE TIME PMT 2019 - \(BY FUND\) - CONFIRMED BY CITY MANAGER -
PENDING APPROVAL BY MAYOR COUNCIL.PDF](#)

6.II. Consideration And Action On Grant Match With National Endowment For The Arts In
The Amount Of \$10,000

Background:

National Endowment for the Arts' (NEA) Art Works grant supports artistically excellent projects that celebrate creativity and cultural heritage, invite mutual respect for differing beliefs and values, and enrich humanity. Pending additional documents, NEA granted Hapeville \$10,000 to fund a mural for a location to be determined. This is a 1:1 match. Muralist will be Yehimi Cambron whose work has been featured in Sports Illustrated, Atlanta Magazine, CNN, and others. This project will serve as a colorful monument that celebrates the experiences of people in the Atlanta Airport District.

Staff respectfully request Mayor and Council's approval of the 1:1 match pending legal documents which will be presented later.

Documents:

[YEHIMI MURAL EXAMPLES.PDF](#)

6.III. Consideration And Action On Two (2) Staff Vehicles For Fire Department In The Amount Of \$85,922.42

Background:

The Fire Department desires to purchase two staff vehicles that have been previously approved for purchase in the FY2019 – 2020. After researching multiple vendors from the State of Georgia bid list, the Fire Department staff respectfully requests Council's approval to purchase (1) 2020 Ford F-250 and (1) 2020 Ford Explorer. Wade Ford was the only vendor on the State list that could provide turnkey service for the vehicles and the additional public safety equipment. These two vehicles will be replacing a late 80's Ford LTD and a 1994 Crown Victoria. The proposals for the two cars are valid until the end of 2019. Total cost for both vehicles, including all added public safety features will be \$85,922.42.

Documents:

[2020 FORD EXPLORER WADE FORD.PDF](#)
[F-250 WADE FORD.PDF](#)

6.IV. Consideration And Action On Three (3) Police Vehicles In The Amount Of \$155,081.16

Background:

The Police Department is requesting the purchase of three fully equipped 2020 Dodge Chargers to assign to the newly formed Traffic Unit. The addition of the police vehicles will provide the department with a much-needed upgrade to our fleet and give the officers the tools they need to perform their duties. Each vehicle, fully outfitted is \$51,693.72. Expected delivery would be 4th Quarter of our fiscal year. The vehicles are a budgeted as a financed purchase. The City will bid the financing once the vehicle orders are placed.

Documents:

[STATE CONTRACT BID FOR 2020 DODGE CHARGERS_.PDF](#)

7. Old Business

7.I. Consideration And Action On Solid Waste Ordinance - 2nd Reading

Background:

Attached for consideration and action is an ordinance amendment revising Chapter 60 (solid waste), Article 2 (solid waste collection and disposal) of the code of ordinances. Revised sections include: section 60-2-1 (definitions), section 60-2-2 (carts; curbside service), section 60-2-3 (storing of refuse), section 60-2-4 (disposal of rubbish), section 60-2-5 (collection of rubbish; disposal of building material), section 60-2-6 (personnel not to enter buildings; tipping prohibited), section 60-2-7 (multifamily dwellings), section 6-2-8 (littering and offensive accumulations), section 60-2-9 (use of city receptacles), section 60-2-10 (transporting of garbage, etc), section 60-2-11 (types of garbage prohibited), section 60-2-12 (sanitary fees), and section 60-2-13 (commercial containers) of the code of ordinances.

A first reading of the attached ordinance amendment was held on November 5, 2019.

Documents:

[ORDINANCE - SOLID WASTE 11192019.PDF](#)

8. New Business

8.I. Consideration On Mayor And Council 2020 Meeting Schedule Ordinance - 1st Reading Background:

Attached for consideration is the 2020 meeting schedule ordinance.

Documents:

[AMENDMENT TO ORDINANCE FOR REGULAR MEETINGS.PDF](#)

8.II. Consideration And Action On FY2018-2019 Budget Amendment Ordinance - 1st Reading Background:

With substantial completion of the Fiscal 2018-19 audit, City Management and Finance have identified several additional lines in the 2018-19 budget that need amending to satisfy State compliance requirements.

The proposed budget amendment calls for \$0.00 changes in overall General Fund revenues and expenses, and no adjustments to the budgeted Fund Balance but reflect necessary line item adjustments. All increases are offset by a reapportionment of budgeted expense lines detailed in the packet.

Additionally, there are proposed budget increases in new E-911 Fund and new Vehicle Excise Fund in the total net amount of \$154K. Increases in these two funds are due to higher than projected actual collected revenues. Expenditures for these items are a direct function of receipts. These two funds were once included in the Special Revenue Fund and now separated for better reporting purpose.

Proposed budget amendment also calls for an increase in the Solid Waste/Recycling Fund in the total amount of \$46K. This increase is due to higher than projected expenditures.

For purposes of reporting to the auditors, staff requests Mayor and Council approve these amendments. Upon audit completion there may be subsequent adjustments needed but at this time the City does not expect any material impact to our year end estimate.

Documents:

[BUDGET AMENDMENT ORDINANCE.PDF](#)
[2018-2019 AMENDED BUDGET - \(AS OF 11-14-2019\).PDF](#)

8.III. Consideration On Amending And Updating Mobile Food Truck Ordinance To Add Fixed

Fire Suppression System - 1st Reading

Background:

In earlier meetings Mayor and Council have spoken of food truck safety equipment. Currently, the state does not require a fixed fire suppression system in a mobile or temporary concession, such as trucks, buses, trailers, pavilions, or any form of roofed enclosure. However, the municipality can require the suppression system and. City staff does recommend this be a required safety feature. Therefore, it is recommended by the Hapeville Fire Marshal that the City of Hapeville require this safety feature for mobile food trucks and that it be installed by competent personnel meeting Chapter 120-3-23, Rules and Regulations of the Safety Fire Commissioner, licensing and permit requirements.

Attached for consideration is an amendment updating the Mobile Food Truck ordinance to include the recommended fixed fire suppression system.

Documents:

[ORDINANCE - MOBILE FOOD VENDOR \(NOV. 2019\).PDF](#)

8.IV. Discussion On Amending And Updating The Sign Ordinance

Background:

Discussion on an amendment to the Code of Ordinances, Article 3.3 (Signs and Murals) for the purpose of amending and updating the general sign regulations.

At the request of City Council, staff is updating the City of Hapeville's Sign Ordinance. The revisions are intended to be more permissive towards creative or alternative designs for signs or other displays while maintaining the City's standards for signs overall.

The Planning Commission considered this item on November 12, 2019 and has recommended Mayor and Council approve the text amendment subject to the following:

1. Permit one temporary stake sign per residential yard frontage.
2. Strike election sign regulations as it conflicts with State law.
3. Redefine "yard sign" as "lawn sign" and clarify which residential ground signs are considered temporary and permanent.
4. Remove the maximum width and maximum height of temporary signs within residential areas.
5. Clarify the definition of holiday decorations.
6. Amend the changeable LED sign requirements to limit the message transitions as a hard cut instead of three seconds or less.
7. Include language regarding notice for signs that the City may deem abandoned.
8. Clarify language for projecting signs on the corner of a building on corner facing intersections.

Staff supports these recommendations and requests any additional input from Mayor and Council.

Documents:

[PLANNERS REPORT TEXT AMENDMENT SIGN ORDINANCE REVISION CC \(002\).PDF](#)

8.V. Discussion On Tree Conservation Text Amendment

Background:

Discussion on amendment to the Code of Ordinances, Chapter 93 (Zoning), Article 2 (General provisions); Section 93-2-14 (Tree Conservation) for the purpose of amending and updating the tree conservation requirements within the zoning code.

The City of Hapeville has identified a need to promote tree conservation, increase the tree canopy, and offer protection of existing trees within the City. To that end, the City has established a Tree Conservation ordinance with the intent of preserving and expanding Hapeville's urban forest. Staff, in conjunction with a consulting arborist, has prepared a new tree conservation ordinance to replace the existing ordinance in its entirety.

The Planning Commission considered this item on November 12, 2019 and recommended the Mayor and Council approve the text amendment subject to the following:

1. Staff visit the issue of required trees in the supplemental area to potentially permit the planting of understory trees in all residential yards when planting required overstory trees may not be feasible.

Staff supports their recommendation, and requests any additional input from Mayor and Council.

Documents:

9. City Manager Report

10. 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.

11. Mayor And Council Comments

12. 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).

13. 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.