



## MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: January 27, 2012

SUBJECT: **WEEKLY REPORT**

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### CITY MANAGER'S OFFICE

- A local business owner, City staff and the Downtown Development Authority (DDA) are working together to assist the business owner in taking advantage of low interest loans through the Department of Community Affairs (DCA) and the Georgia Cities Foundation. The Initial Project Assessment (IPA) was approved and the applications are being completed. Staff and the business owner had a conference call to review application requirements with both DCA and the Georgia Cities Foundation. City staff has completed the portions of the application which deal with City planning documents and procedures.
- The 2012 Historic Preservation Fund Grant Program has been advertised by the Historic Preservation Division of the Georgia Department of Natural Resources. The Board of Mayor and Commissioners supports City staff in moving forward with the application as well as a resident. Staff has solicited support letters from the HPC, DDA, AEBA and the DeKalb History Center. The application will be submitted on February 1, 2012.
- A possible business owner requested information on possible space for a restaurant in the City. Staff assisted with locations, contact information and cost, when available.
- Two applications have been received for the Community Promotion Program (CPP). The applications are due on January 31, 2012.
- The Board of Mayor and Commissioners (BOMC) adopted a resolution to support pursuing an Opportunity Zone through the Department of Community Affairs (DCA). Staff will be drafting the required Urban Redevelopment Plan. Opportunity Zone designation allows businesses to claim the maximum tax

credits for new jobs. It is an incentive for new businesses and also assists existing businesses.

- A meeting was held with the DeKalb County Mayors and City Managers for discussion and development of ideological synergy. Topics discussed were Transportation Investment Act, proposed City of Brookhaven, possible annexations and the DeKalb Municipal Association.
- Staff met with Norsouth which is a development company that specializes in a community exclusively designed for seniors where residents can enjoy their ideal lifestyle. A lifestyle dedicated to maximizing freedom, reducing stress and living well.

## **PUBLIC SAFETY**

- Detective Gillis attended the January meeting of the Atlanta area Metro Tech group which was conducted at Phipps Plaza in Atlanta. The group is composed of investigators/detectives from metro, state and federal area law enforcement agencies as well as private sector and corporate investigative personnel. The meeting consisted of a roundtable discussion sharing current cases and trends from the attending/participating agencies.
- The Speed Sentry device was placed into service on South Avondale Road at Dartmouth Avenue to monitor eastbound traffic on January 9, 2012 and remained at the location through January 25, 2012. There were a total of 893 vehicles that passed by the device during the period. The Speed Summary for the period showed that 99.5% of the vehicles were traveling within acceptable limits.
- Chief Broden, City Manager Brown and Mrs. Sherri Dickens (Neighborhood Watch Coordinator) met to discuss this year's observance of National Night Out (Against Crime). The nationwide event is to be held the first Tuesday in August (7<sup>th</sup>) during which communities rally together, making a statement that they are conducting efforts to reduce crime and putting the criminal element on notice.
- Chief Broden met with a director of the Atlanta Area Council of the Boy Scouts of America. Topics discussed were the requirements and operations of a Law Enforcement Explorers post in Avondale Estates and the immediate area. Also discussed was the commitment needed by the police department, community, businesses and the participants themselves. Another meeting will be scheduled later in the year to determine what other factors need to be addressed.
- Cpl. Conroy attended the 2<sup>nd</sup> session of the 120-hour Management Course given at the Georgia Public Safety Training Center (G.P.S.T.C.) in Forsyth. The course is taught in three 40-hour modules which instruct supervisors/managers how to manage a professional law enforcement agency at the middle & upper management level. The course is recognized and required for the Management

Certification awarded by Georgia Peace Officers Training and Standards (P.O.S.T.).

- Chief Broden and Sgt. Thomas represented the Police Department at a community awareness meeting held by the City at City Hall. The meeting was called to discuss recent burglaries in the City within the last couple of weeks. Items discussed included similarities of the incidents, police department's response and what the community could do as a whole to combat the criminal activity.

## **PUBLIC WORKS**

- Two letters were drafted to address Property Maintenance Issues.
- Contacted a tree contractor regarding three trees on Clarendon Place. Two of the trees will receive pruning and the other tree will be removed.
- Concrete contractor installed additional curbing on Exeter Road to assist with erosion control.
- Met with painting contractor regarding painting and making repairs to the Scout Hut.
- Added a new split rail fence and mulch to the bridal path between Berkeley Road and Clarendon Avenue.
- Installed seed and straw in the right-of-way on Windsor Terrace.
- Installed a new city limits sign and truck weight limit sign at the intersection of Wiltshire Drive and Forrest Blvd.
- Sign Violations-10
- Parking Violations-1
- Household Waste Removed-19 tons
- Yard Waste Removed-9 tons
- Special Pick Ups-2