



## MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: January 6, 2012

SUBJECT: **WEEKLY REPORT**

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### CITY MANAGER'S OFFICE

- The Community Promotion Program (CPP) was a great success in 2011, its first year. The BOMC approved a \$15,000 allocation for the 2012 program. Applications are due on or before January 31, 2012. Staff has already met with two interested parties who did not apply in 2011.
- The Department of Community Affairs (DCA) notified the City that the Initial Project Assessment for Downtown Development Revolving Loan Fund was accepted. The project may proceed to the final application stage. The application was filed as a partnership between the City, the DDA (Downtown Development Authority) and a business owner. Other cities have used these funds to complete catalytic projects that spur downtown redevelopment.
- The 2012 Historic Preservation Fund Grant Program has been advertised by the Historic Preservation Division of the Georgia Department of Natural Resources. Staff has investigated the cost of a community-wide survey and completed a memo explaining possible options for funding. Staff has also discussed this grant opportunity with the HPC/ARB, who supports the application.
- To educate citizens, business owners and interested persons outside the City limits, staff is drafting some marketing and visualization materials for the City and possible development opportunity of the Fenner Dunlop property.
- The City was asked to participate in a statewide study about how local economic development agencies can best attract green industry to support their local communities. The requested survey was completed by staff.
- A possible business owner requested information on a commercial property in the City for a restaurant.

## **PUBLIC SAFETY**

- The Speed Sentry device was placed into service on Stratford Road to monitor southbound traffic on October 27, 2011 and remained at the location through December 19, 2011. There were a total of 12,912 vehicles that passed by the device during the period. The Speed Summary for the period showed that 99.2% of the vehicles were traveling within acceptable limits.
- The Chief, City Manager and the Finance Director met to discuss the electronic submission of Traffic Accident Reports to the state through an agreement with the recommended vendor. The procedure would do away with sending paper copies through the mail, reduce time and cost to the City, and make it more convenient for citizens to go online and get a copy.
- Chief Broden began research on equipping one patrol unit (traffic unit) with an Automatic License Plate Reader system that scans and reads up to 1,800 tags per minute. The system would aid in the recovery of stolen vehicles, locating wanted subjects, and removing suspended and unlicensed drivers from the road.
- Preparation and arrangements have been started for the 3<sup>rd</sup> Annual Citizens Police Academy which has been tentatively scheduled for the period of 3-13-12 to 05-01-12.
- Chief Broden initiated research into the possibility for the Police Department to begin a Law Enforcement Explorers Program for the local area youth, ages 14-20, which may have an interest in becoming future peace officers.

## **PUBLIC WORKS**

- The City has begun removing all Christmas decorations and will remove the Christmas tree lights and garland on the Tudor Village this weekend.
- Collection of Christmas trees continues throughout the City for the Christmas Tree Recycling Event, "Bring One for the Chipper" which will be held this Saturday, January 7<sup>th</sup> from 9:00 a.m. to 4:00 p.m. Arboguard Tree Service will chip the trees on Monday, January 9<sup>th</sup>. All chips will be used in various locations throughout the City.
- Removed a large limb from Willis Park.
- Site Visits-11
- Sign Violations-6
- Household Waste Removed-20 tons

- Yard Waste Removed-12 tons
- Special Pick Ups-3