



## MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: January 16, 2015

SUBJECT: **WEEKLY REPORT**

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### CITY MANAGER'S OFFICE

- The latest renderings for the Willis Park improvements have been completed and placed on the website at <http://www.avondaleestates.org/willispark.html>. Planning and landscape architecture firm jB+a will be at the Board of Mayor and Commissioners Regular Work Session on January 21<sup>st</sup> to review the plans.
- The Planning and Zoning Board made recommendations to the proposed changes to the Sign Ordinance at their January 12<sup>th</sup> meeting. Staff made the proposed changes to the redlined Sign Ordinance and assisted drafting the recommendation memo which will be sent to the Board of Mayor and Commissioners.
- A local property owner requested assistance with a possible development project. Staff met with the property owner and put him in contact with the Main Street Program designers for low-cost assistance.
- A real estate professional requested assistance with possible maximum residential and commercial densities for a piece of property in the City that is being marketed. Staff assisted by providing relevant information about Zoning Regulations and the Downtown Master Plan.
- The Atlanta Regional Commission (ARC) and City staff have been working together to draft annexation and updated City boundary maps. The ARC has completed all annexation maps and is finishing the updated City Boundary map.
- The City of Avondale Estates is required to complete a full update of the Comprehensive Plan every 10 years. Staff is working with the Atlanta Regional Commission (ARC) to begin the process. The ARC will be assisting the City at no cost. Meetings will begin in late winter/early spring.

- City Clerk accepted qualifying paperwork from candidates for the March 17 Special Election to fill the vacancy and unexpired term of Mayor. The list of duly qualified candidates will be announced by January 21<sup>st</sup>.

## **PUBLIC SAFETY**

- Cpl. Conroy, Department Training Officer, conducted a second TASER recertification class for the DeKalb County Marshal's Office. Cpl. Conroy also continued in assisting the agency by providing an OC (pepper) spray recertification class.
- Chief Broden attended the monthly meeting of the DeKalb County Chiefs' Association. The meeting was hosted by the DeKalb County Sheriff's Office at the County Jail. Speakers included Magistrate Court Judge Alan Harvey, who advised that two new procedures were working well: (1) First Appearance Hearings conducted on video; and (2) having the Sheriff's Office transport prisoners to Preliminary Hearings. Each agency also advised of criminal activity and events occurring in their jurisdiction.
- The new "Shield 12" speed detection device is still in its trial period. AEPD personnel continue to make adjustments to the program. The new unit replaces the "SpeedSentry" unit used by AEPD for the past several years.
- The AEPD conducted its annual beginning-of-the-year meetings with department personnel, reviewing the past year's accomplishments and events as well as discussing expectations, training, events and goals for 2015.

## **PUBLIC WORKS**

- Contacted and remained in touch with DeKalb Watershed about a water main break affecting water pressure throughout the City. The significant break also affected several surrounding cities and is expected to be repaired by January 16<sup>th</sup>, with water pressure returning to normal within 48 hours after the repair.
- Trimmed back the shrubbery around the gazebo at Lake Avondale and several lake beds.
- Removed litter and debris throughout the City.
- Contacted DeKalb Watershed regarding mud left behind in the street from a water meter repair on Hess Drive.
- Contacted pest control to remove a hornet's nest on the south end of Berkeley Road.

- Cleaned the leaves and debris from the drainage ditch located at Washington Street and Pine Street.
- Trimmed back the overgrowth from the City's eastern entrance sign.
- Removed a dead hickory tree behind City Hall.
- Treated ice that had formed on the sidewalk on Fairfield Drive.
- Site Visits-18
- Sign Violations-8
- Parking Violations-3
- Household Waste Removed-33 tons
- Yard Waste Removed-6 tons
- Special pick-ups-3