



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: January 23, 2015

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- A developer met with staff to discuss the Central Business District zoning regulations. The developer is interested in building a multi-family project that would require a conditional use permit and would be capped in the number of units by allowed density (40 units/acre) and the number of units allowed in the Central Business District (250 units). The Design Guidelines were also discussed.
- Two prospective business owners discussed uses and zoning regulations with staff. One person is interested in an auto body and paint shop and the other is interested in a retail shop. Applicable sections of the Zoning Ordinance and Design Guidelines were distributed.
- A race organizer proposed a 5K in the Central Business District, beginning and ending at Wild Heaven Brewery on January 1st, 2016. Staff discussed the proposed race and requested a route for review.
- Staff attended a webinar to review an Internet time clock service (NetClockIn). The service allows associates to clock in by using their fingerprint. This service will save time with processing payroll.
- Wellness Program photos and information were submitted to the Atlanta Business Chronicle for their February 12th Atlanta's Healthiest Employers awards ceremony. The City has again placed in the top 10 in its category (small companies) and will learn its ranking at the ceremony.
- Participating associates began the Wellness Program's passport phase, which entails different health challenges every week or month. Over the next month, associates will be attempting to drop time on their 1-mile walk/run. Staff also

began planning for the Wellness Program boot camp, which will be held twice a week May through July.

- Staff began planning for the 2015 Special Election Mayoral Candidates Forum, which will be held in the City Hall boardroom on February 19th from 6:30 to 8:30 p.m. Read more information here: <http://goo.gl/CDqH6o>.
- The December 2014 Financial Statement was reviewed. The total General Fund revenues for the month amounted to \$220,171.82. The total General Fund expenditures for the month amounted to \$286,826.40. The cash balance in the General Fund operating account, General Fund Reserve and the combined investments totaled \$3,034,034.30.

PUBLIC SAFETY

- Chief Broden met with the Neighborhood Watch Program (NWP) Coordinator to discuss electronic conversion for NWP emergency contact records. They also discussed assisting the newly annexed Stratford Green community in becoming involved in the program.
- Preparations began for the fifth session of the Citizens Police Academy, scheduled for 6:30 to 9 p.m. Tuesdays, March 10 through April 28. Applications will be accepted from Monday, January 26, through Friday, February 20, and are available online and at City Hall. The class will be offered to 20 students who are citizens or business owners in the City and pass the required background check. Read more here: <http://www.avondalestates.org/citizens-police-academy.html>.
- The AEPD was randomly selected for policy review and audit required by the Department of Justice's BVP (Bulletproof Vest Partnership) and conducted by the Bureau of Justice Assistance. AEPD passed the review and audit without any further review.

PUBLIC WORKS

- Replaced damaged sign post at the corner of Franklin Street and Oak Street.
- Removed a dead tree at Sweet Gum Plaza.
- Repaired several potholes throughout the City.
- Contacted Georgia Power regarding the repair of a street light on Clarendon Avenue and light fixture at the corner of Laredo Drive and North Clarendon Avenue.
- Trimmed back hedges on both entrances of Nottingham Drive.

- Site Visits-15
- Sign Violations-13
- Household Waste Removed-30 tons
- Yard Waste Removed-6 tons
- Special pick-ups-6