



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: August 28, 2015

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- City staff and Avondale Estates Police personnel met with a representative from the Department of Juvenile Justice to plan for their upcoming 5K race on November 7, from 8:30 to 10:30 a.m. Logistics and needs were discussed.
- Pursuant to direction by the Board of Mayor and Commissioners the City is researching Right-of-Way (ROW) and possible options for erecting a wayfinding sign at the corner of Maple Street and U.S. Highway 278. It has been determined that the City does not have enough ROW to erect the sign. The City is pursuing a request to allow the erection of the sign in Georgia Department of Transportation ROW.
- The Main Street Program requested that the City present their Main Street program at a Manager's meeting along with hosting a tour. Staff is working with Main Street representatives to organize the meeting and tour.
- Staff is researching available funds through the Georgia Humanities Grant for a historical interpretive marker at Carl's Corner.
- The City has been continually working with website developer CivicPlus to finalize a layout for the new City website. To help with the process the City sent out a mockup of the new website to collect community feedback and has finalized the website layout.
- Members from the Board of Mayor and Commissioners, City staff and members of the community attended the Avondale Towne Cinema ribbon-cutting ceremony on Friday, August 28, at 11 a.m.
- The Labor Day Race is Monday, September 7. T-shirts arrived this week for participants. Online race registration ends Thursday, September 3. People can register the day of the race beginning at 7:30 a.m. The City encourages everyone to

[register online](#) on or before Thursday, September 3. For more information about the race visit the City [website](#).

- The Board of Mayor and Commissioners voted to move forward with renovations to Willis Park at their meeting on Monday, August 24. The next step will be a meeting between City staff and contractors to discuss scheduling and logistics. Construction should begin in September and last roughly five months. Everything from drawings to contracts can be found on the City's [website](#).
- A General Municipal Election for the City of Avondale Estates will be held on Tuesday, November 3, 2015, to elect a Mayor and two Commissioners to the Avondale Estates Board of Mayor and Commissioners. The term of office is four years. Persons wishing to qualify for this election may complete a qualification packet with Karen Holmes at Avondale Estates City Hall, from 8:30 a.m. to 11:30 a.m. and 12:30 p.m. to 4:30 p.m. beginning Monday, August 31, 2015, through Friday, September 4, 2015. The qualifying fee is \$3. Read full qualification requirements [here](#).

PUBLIC SAFETY

- Chief Broden submitted the City of Avondale Estates Police Department's (AEPD) 2014 Annual Pursuit Report to the Georgia Association of Chiefs of Police (GACP). The report includes data from officer pursuits that includes the time of day, weather and road conditions, reason for pursuit, length of pursuit, number of police units, agencies involved, speed, injuries, officer and personal data. GACP reviews and maintains data submitted along with rendering their findings and opinions for agencies to review.
- AEPD officers attended a six-hour Local Government Risk Management Services training class called Decision Based Drivers Training. The course includes a classroom session followed by a simulated training session. Georgia Peace Officers Standards and Training recognizes this class and gives officers credit towards their annual training as well as aiding the City in maintaining lower liability rates.
- SSgt. Browen attended a four-day Criminal Justice Information Services (CJIS) Training Symposium in Savannah, Ga. Training covered a variety of topics including open records, social media and emails, child fatality, computerized criminal history and next generation identification methods. CJIS and the Georgia Bureau of Investigation have strict regulations in the operation of the Georgia Crime Information Center crime computer system. SSgt. Browen, acts as AEPD's Terminal Agency Coordinator and attends the annual conference to remain current on all system operation updates and ensure that the AEPD is in compliance.
- Inv. Gillis attended the monthly meeting for the Eastside Intelligence Group held at the new Decatur Police Department building. In attendance were investigators and detectives from the following agencies: MARTA Police Department, Clarkston Police Department, Emory University Police Department, Atlanta Public School –

Zone 6 Police Department, Decatur Police Department and AEPD. The agencies discussed items and cases that they are investigating.

- City Manager Brown, Finance Director Turner, Training Officer Conroy and Chief Broden met to address the topic of AEPD officers using body cameras. The discussion covered the necessity, training, usage, policy and procedures of using the cameras, liability issues, storage and release of data captured by the cameras and cost.

PUBLIC WORKS

- Spread wood chips at Willis Park.
- Installed additional Motorized Carts In Use signs.
- Striped new parking area of City owned property located at Franklin Street and Lake Street. Painted three ADA parking spaces on City owned property.
- Trimmed overgrowth from several speed limit signs throughout the City.
- Site Visits - 16
- Sign Violations - 18
- Grass Violations - 6
- Parking Violations - 2
- Household Waste Removed - 34 tons
- Yard Waste Removed - 4 tons
- Special Pickups - 8