



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: September 11, 2015

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- The City held a short memorial ceremony at the Dewey Brown Plaza to honor all the victims who lost their lives and their families in the terrorist attack on the United States on September 11, 2001.
- City staff explained the Community Promotion Program to a local government interested in pursuing a similar program. The program they are interested in would promote economic development and support the arts.
- City Planner Stevens attended the Georgia Planning Association conference in Savannah, GA. The conference highlighted updated sign regulations, smart growth solutions and current city planning topics.
- A playground grant has been submitted to help assist in the funding of the playground equipment for the Willis Park improvements.
- The August 2015, Financial Statement was reviewed. The total General Fund revenue for the month amounted to \$228,365.41. The total General Fund expenditures for the month amounted to \$266,409.81. The cash balance in the General Fund operating account, General Fund Reserve and the combined investments totaled \$1,719,836.28.

PUBLIC SAFETY

- Cpl. Brand and Cpl. Conroy led The Museum School's Kindergarten field trip to City Hall. Students learned about the jobs of the Police and Public Works Departments and were given demonstrations of each department's vehicles and equipment.
- Sgt. Thomas attended the Georgia Internal Affairs Investigators Association 2015 Fall Training Conference held in St. Simons Island, GA. The 3-day conference included training sessions on Internal Affairs Investigations, Use of Recording

Devices, Media Relations and Transparency, Applicant Screening, and Investigating Ism's – Racism, Sexism and Discrimination. Sgt. Thomas and SSgt. Brown are Avondale Estates Police Department's (AEPD) Internal Affairs Officers/Investigators. They are responsible for conducting Internal Affairs Investigations for the department.

- AEPD personnel assisted with the 37th Annual Labor Day Race by providing traffic control and escorting participants.
- Cpl. Conroy scheduled upcoming Annual Firearms Qualification and CPR recertification training for AEPD officers.
- Cpl. Brand and Cpl. Conroy attended the monthly meeting of the Metro Atlanta Traffic Enforcement Network (MATEN). The meeting was hosted by the Chattahoochee Hills Police Department. The main topic covered was customizing vehicles to assist the elderly. MATEN membership includes local area law enforcement agencies, Georgia State Patrol and the Governor's Office of Highway Safety.

PUBLIC WORKS

- Prepared the Dewey Brown plaza for the 9/11 Ceremony.
- The Director and Supervisor of the Public Works Department led The Museum School's Kindergarten field trip at City Hall. They discussed work duties and allowed the children to sit in and honk the horns of the sanitation truck.
- Picked up the benches, picnic tables and bike rack at Willis Park for the start of the construction improvements.
- Removed the one-way barricade and one-way signing on Dartmouth for the end of the pool season.
- Contacted DeKalb County Watershed regarding a water main leak at the intersection of Kensington Road and Covington Highway.
- Trimmed limbs back from decorative light poles on North Avondale Plaza.
- Reset timer for flood lights on Berkeley Path.
- Installed AutumnFest banners.
- Removed several dead trees throughout the City.
- Site Visits - 13
- Sign Violations - 13

- Grass Violations - 4
- Household Waste Removed - 28 tons
- Yard Waste Removed - 4 tons
- Special Pickups - 8