



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: July 17, 2015

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- The Atlanta Regional Commission (ARC) is facilitating the update to the Comprehensive Plan. City staff met with ARC staff to discuss the July 22 public meeting, an upcoming survey and the plan format. Read about the Comprehensive Plan Update on the City website: <http://www.avondaleestates.org/comprehensive-plan-update.html>.
- The Downtown Development Authority is investigating (1) a parking study and (2) wayfinding signage design cost and scope of work. Staff contacted firms that specialize in these areas, and the City obtained those firms' samples of recent parking studies, and design packages/costs for wayfinding signage.
- The Downtown Development Authority (DDA) also serves as the Main Street Board for the City. The DDA reviewed the accreditation standards for the Main Street Program and came up with a number of action items to pursue over the next six months. These include drafting a Memorandum of Understanding (MOU) which outlines the DDA/Main Street Board's role and partnership with the Board of Mayor and Commissioners—establishing funding and a budget, reviewing an action plan and establishing priority projects.
- A new property owner is working with the City to rehabilitate a neglected property. The rehabilitation plan will appear before the Historic Preservation Commission. The property owner is also pursuing tax credits and a tax freeze with the State Historic Preservation Division (HPD) Office. Staff has facilitated one meeting with HPD and is reviewing the applications.
- Progress continues on the development of a new City website. The City and the website development firm have agreed on a robust project timeline with several benchmarks through October. The City is compiling photos and questionnaire answers that will help to dictate website design, navigation and functionality.

- City Hall is serving as a drop-off location for a Friends of Avondale Elementary School Supply Drive through September 4. The following items are needed: copy paper, pencils, composition notebooks, file folders, pocket folders, three-ring pocket folders, hand sanitizer, tissues and tennis balls for chair legs. For information, email Patti Ghezzi at pattighezzi@hotmail.com.
- The July-August 2015 City Newsletter has been distributed and is available as a PDF on the City website: <http://www.avondalestates.org/newsletter.html>.
- A meeting was held with Professional Probation Services to discuss Georgia House Bill (HB) 310, which passed the General Assembly and was signed into law in May by Governor Nathan Deal. HB 310 creates major changes in how Georgia will structure its management of felony offenders, probationers and parolees, as well as misdemeanor probationers. The new law consolidates the Department of Corrections' (DOC) probation division, the parole board's supervision function and the regulation of misdemeanor probation into a new state Department of Community Supervision.

PUBLIC SAFETY

- AEPD officers are providing site security for the HBO production of "Confirmed" on Wiltshire Drive. Set assembly is underway and filming is scheduled for next week.
- The AEPD is in the process of changing its Property/Evidence software program. The update will streamline the process of incident reporting and the gathering and/or storage of personal property or evidence.
- Contact was made with officials of both the Avondale Elementary School and the Georgia Department of Transportation (GDOT) to determine and then make the required time changes for the school zone on Covington Road/Highway. School zone times are being adjusted to better reflect schools' current start and dismissal times.
- A speed study was conducted on Kingstone Road, monitoring westbound traffic during the period of June 30 to July 6. The report revealed that 1,074 vehicles traveled the roadway at an average of 17.67mph, with 1,073 of the 1,074 vehicles operating within acceptable limits during the seven-day study.

PUBLIC WORKS

- Limbed up trees throughout the City that were covering street signs.
- Contacted a plumber to repair the water fountain at Lake Avondale, near the pedestrian bridge.

- Completed repairs on the clock tower.
- Repaired the tire tracks created by a vehicle in Fletcher Park.
- Removed a fallen tree blocking the sidewalk on Berkeley Road.
- Inspected a traffic light at Covington Road and Lakeshore Drive.
- Relocated a turtle to Lake Avondale.
- Site Visits-10
- Sign Violations-10
- Grass Violations-5
- Household Waste Removed-34 tons
- Yard Waste Removed-4 tons
- Special pick-ups-9