



## MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: November 6, 2015

SUBJECT: **WEEKLY REPORT**

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### CITY MANAGER'S OFFICE

- Staff attended the economic development meeting for DeKalb municipalities hosted by [Decide DeKalb Development Authority](#) (Decide DeKalb). These meetings will occur quarterly and will enable the City to tap into the appropriate implementation strategies, learn best practices of other municipalities and take advantage of resources. The cities of Chamblee, Decatur, Dunwoody and Lithonia along with a number of utilities and Decide DeKalb staff were present. Decide DeKalb finished a draft of the Strategic Action Plan which will be available to the public soon. The plan outlines an economic development strategy for the entire county. City staff and the City of Decatur discussed a possible new initiative for coordinating marketing for Cities on the east side of Atlanta. Staff members from both Cities will be meeting in the New Year to discuss this initiative.
- The Atlanta Regional Commission (ARC) created a Data Appendix to be included with the Comprehensive Plan currently being drafted. Staff is working on a reference sheet that can go on the City website and be handed out to developers. Comments on the Future Land Use Section of the Comprehensive Plan have been made and forwarded to the ARC. Also, staff requested an expansion of the Parks and Greenspace section in the plan.
- Main Street reporting for September has been completed. Staff is working on the annual accreditation standards.
- The Board of Mayor and Commissioners appointed new members to the Downtown Development Authority. Orientation packets containing items to be addressed by the end of 2015 to maintain the City's Main Street designation were included in each new member's packet.
- The City is planning for the upcoming [Shop Small: Small Business Saturday](#) on November 28. Local businesses were notified via E-News about participating in the event. The City received tote bags, door mats and a variety of other promotional materials to be given to participating businesses. If your business

would like to participate in the event please contact Keri Stevens at [kstevens@avondaleestates.org](mailto:kstevens@avondaleestates.org). All are invited to Shop Small on November 28.

- The Second Annual Department of Juvenile Justice (DJJ) Charity 5K Fun Run/Walk will be held this weekend in Avondale Estates. The DJJ invites all to attend to help raise money for the 2016 State Charitable Contribution Campaign. Race-day registration begins at 8 a.m. Runners will begin the race at 8:45 a.m. and walkers at 9 a.m. To register visit their [website](#). Visit the City's [Facebook event page](#) to see a course map.
- On Monday, November 9, join DeKalb County Interim CEO, DeKalb County Fire Chief and DeKalb Commissioners; along with, the Board of Mayor and Commissioners, City associates and members of DeKalb County Fire Station No. 3 for the official DeKalb County ribbon-cutting ceremony of the newly constructed fire-station. Then, on Saturday, November 14, from 10 a.m. to 2 p.m. all are invited to enjoy a fun-filled day of activities that include station tours, touch a truck, the fire safety house, inflatables, face painting, and a fire-fighter costume. Firefighters will provide Hands-Only CPR training and show attendees how to use a fire extinguisher. Information on home safety and home escape plans will be available for families. View the [City's public parking map](#) for places to park for the event. Also, check the [City's Facebook event page](#) for updates about the event.
- Staff is preparing a presentation for Local Government Day at Renfroe Middle School in Decatur. The presentation will be on the City of Avondale Estates government.
- City Manager Brown attended the Georgia City-County Management Association Fall Conference. An overview of the 2015 session of General Assembly and a summary of the upcoming 2016 session was presented. Other topics included: information relating to key legislation impacting cities and counties in Georgia, the five tiers of performance management, democratic leadership for public executives and how to keep your balance in a stressed-out world.
- A meeting was held with a member from the Avon Garden Club regarding the possibility of developing a Senior Community Garden in the City.

## **PUBLIC SAFETY**

- A seven-day speed data study was conducted on Dartmouth Avenue, north of Sussex Road, to monitor northbound traffic during October 15-21. The report revealed that 1,744 vehicles traveled the roadway at an average speed of 19.7 mph, with 1,743 of the 1,744 vehicles operating within acceptable limits during the seven-day study.
- Chief Broden represented the Avondale Estates Police Department (AEPD) at the Human Trafficking Symposium and MOU Signing event held at the Maloof Auditorium in Decatur. The event was hosted by the DeKalb County District

Attorney's Office. A partnership consisting of Community Partners and Law Enforcement Partners joined the DeKalb Anti-Trafficking and Exploitation Watch Multi-Disciplinary Taskforce to tackle Human Trafficking. All DeKalb County Law Enforcement agencies were present at the event.

- All available AEPD personnel worked the City's Halloween Event. Areas/quadrants were assigned for patrol purpose. As well, as stationary and walking posts were assigned to assist with crowd control and safety issues.
- Ofcr. Armstrong attended the 20-hour "Verbal Defense and Influence" course offered at the Georgia Public Safety Training Center. The course is designed to train officers in methods of de-escalating hostility through the use of verbal defense and influence techniques. The class outlines details on how to avoid communication mistakes while helping to reduce liability and complaints. Other topics included: The Goal of Law Enforcement, Traits of a Professional, SAFER Violations, Habit of Mind and Empathy, Types of People Encountered, How to Handle Verbal Abuse, Principles of Disinterest, the Art of Communication and Eight-Step Tactical Communications.
- Annual In-Service Training has begun for AEPD and will be completed by November 30, 2015. Courses are offered online by the Georgia Public Safety Training Center and include the following topics: Use of Deadly Force, Domestic Violence, Searching Motor Vehicles, Evidence Collection, Elderly Abuse, Dealing with the Mentally Ill, Vehicle Pullovers and Legal Update and Case Law.

### **PUBLIC WORKS**

- Trimmed limbs and added KidSafe mulch at Fletcher Park.
- Removed fallen limbs and cleared storm water drains throughout the City.
- Repaired street sign at Stratford Green Way.
- Contacted Georgia Power regrading various street lights being out.
- Site Visits - 18
- Sign Violations – 18
- Household Waste Removed - 24 tons
- Yard Waste Removed - 14 tons
- Special Pickups - 5