



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: June 19, 2015

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- The first Steering Committee meeting for the Comprehensive Plan Update was held. The Atlanta Regional Commission presented their preliminary findings and outlined the process. Staff created a new City webpage with plan information and resources: <http://www.avondaleestates.org/comprehensive-plan-update.html>.
- The Georgia Municipal Association Ethics Certification Committee has determined the City of Avondale Estates meets the qualifications to be recertified as a Georgia City of Ethics. The City of Avondale Estates is one of 52 cities in the state that has met the requirements for recertification.
- A real estate agent contacted the City about a possible lot split which requires a curb-cut through City property. A letter was sent to residents in the area soliciting questions and comments.
- The Downtown Development Authority (DDA) asked the Board of Mayor and Commissioners to help fund the DDA. The DDA would like to focus on parking, wayfinding signs and marketing the City's downtown area.
- Planning and fundraising for the 4th of July is ongoing. Sales of T-shirts (\$15) and yard signs (\$25) are well underway, and two parade sponsor banners have been ordered and will be publicly displayed later next week.
- Food Truck Wednesday at Tudor Square is gaining momentum. The event will continue every Wednesday through July 15th.
- The DeKalb County Board of Health (DCBH) is once again on the lookout for mosquitoes that may carry West Nile virus or any additional arboviruses. The City will allow the DCBH to place a mosquito surveillance trap at Lake Avondale in the near future. West Nile virus is endemic to metro Atlanta, so the DCBH collects and tests mosquitoes from locations throughout the county to identify

areas with an increased risk of virus transmission. This information allows them to respond appropriately and minimize the potential for infections.

- The Georgia Interlocal Risk Management Agency (GIRMA) conducted an onsite audit for the reappraisals of the City's insurable properties valued over \$25,000.00.
- The May 2015 Financial Statement was reviewed. The total General Fund revenues for the month amounted to \$74,466.51. The total General Fund expenditures for the month amounted to \$346,771.96. The cash balance in the General Fund operating account, General Fund Reserve and the combined investments totaled \$2,255,166.78.

PUBLIC SAFETY

- AEPD officers worked traffic control and security on the filming location and production of the movie "The Founder."
- Officer Armstrong attended the "DUI Detection and Standardized Field Sobriety Testing" course conducted at the Georgia Public Safety Training Center (GPSTC) in Forsyth. The three-day course is designed to assist officers in enforcing state DUI laws. Officers are introduced to and instructed in the National Highway Traffic Administration's (NHTA) recommended standardized field sobriety testing process. Topics include proper procedures for administering the Horizontal Gaze Nystagmus (HGN), Walk and Turn, and One-Leg Stand examinations.
- AEPD and City staff are in the process of reviewing a film permit for an HBO production entitled "Confirmation." The film site is scheduled to be on Wiltshire Drive in mid-July.
- Staff personnel continue preparations for the day-long activities scheduled for the 4th of July.
- Patrol activities have been increased around the Avondale Swim and Tennis Club area to address numerous complaints of improper parking, failing to stop at stop signs and not obeying the summertime one-way traffic flow plan.

PUBLIC WORKS

- Followed up with DeKalb County Watershed about a potential water/sewage leak on Berkeley Road.
- Removed dead limbs from several trees throughout the City.
- Contacted DeKalb County Watershed about a sinkhole on Lakeshore Drive, a water leak on Oakham Place and possible sewer backup on Covington Road.

- Cut fallen tree limb and cleared intersection of Clarendon Avenue and Kingstone Road.
- Contacted Arboguard to inspect Ginkgo tree in front of 10 South Avondale Plaza.
- Repaired damaged bench at Lake Avondale.
- Removed dead dogwood tree on Clarendon Avenue.
- Removed ivy and poison ivy from various trees at Willis Park.
- Site Visits-18
- Sign Violations-13
- Household Waste Removed-33 tons
- Yard Waste Removed-2 tons
- Special pick-ups-5