



CITY MANAGER REPORT

Week Ending April 15, 2016

CITY MANAGER'S OFFICE

- The Board of Mayor and Commissioners is considering changing the time of its regular meetings to 6:30 p.m. Currently, regular meetings begin at 7:30 p.m. The time for the work session will remain at 5:30 p.m. If you have an opinion on meeting times, please contact Gina Hill via email, ghill@avondaleestates.org or by phone, 404-294-5400.
- Willis Park reopened on Thursday, April 14. The new playground equipment, benches, swings, pathways and pavilion are fully accessible, however, the playing field will remain fenced off so the sod can fully establish. A grand opening/ribbon cutting celebration will be held Saturday, May 14, from 11 a.m.-1 p.m. Festivities are being planned and more details will be announced in the upcoming weeks.
- Staff and an architect met and toured the Public Works facility to discuss Project Management Services as the City moves forward in the planning, design and construction for a new Public Works facility.
- Four proposals were received to analyze the drainage in the Clarendon Avenue-Berkeley Road area. Staff will review the proposals and discuss at the Board of Mayor and Commissioners May Work Session.
- Avondale Estates Citizens on Patrol is holding a workshop on Saturday, May 21, from 8 a.m. till noon, at City Hall. The workshop will acquaint volunteers with all aspects of the program-everything from rules and responsibilities and the practicalities of patrolling to the operation of the patrol car itself. Avondale Estates residents and business owners 21 years of age or older can apply to be a Citizens on Patrol volunteer by picking up an application at City Hall and returning it no later than Friday, May 13.
- Georgia Cities Week is April 17-22. This year the City has fun and interactive activities planned for the community to celebrate. Expect an art, trivia and selfie contest. Also, two coffee dates with City staff have been scheduled. Tuesday, April 19, City Manager Clai Brown, City Clerk Gina Hill, Permit Concierge Phil Howland, City Planner Keri Stevens, Court Clerk Marcella Shaw and Police Chief Gary Broden will be available to answer questions. Then, on Friday, April 22, City Manager Clai Brown, City Clerk Gina Hill, Finance Director Ken Turner,

Administrative Assistant Karen Holmes, Communications Manager Debbie Revzin and Public Works Director Oscar Griffin will be available to answer questions. Both coffee dates will be held at Rising Son, 118 North Avondale Road, from 8-9 a.m.

- The [Avondale Estates May-Ham Fest](#) is Saturday, May 7, beginning at 11 a.m. Staff is working with organizers and the Public Works and Police Departments to ensure a successful and safe event.
- As part of the City's Health and Wellness Program staff met with a nutritionist to learn about healthy eating and how to manage diet.
- Staff worked with an applicant for rezoning to comply with zoning regulations and file a complete application. The applicant is requesting to rezone 2741 East College Avenue at 710 Dalerose Avenue from Central Business District Area 3 to General Commercial. The proposed use is retail and mini-storage. The proposed application will be reviewed at the Planning and Zoning Board meeting scheduled for Monday, April 18, at
- Staff provided the Downtown Development Authority/Main Street Board with an introductory packet including an introduction to the Main Street Program and City, State and Federal incentives and grants that may be available to the City, property owners and business owners.
- A Stormwater Management Ordinance is being drafted. Staff reviewed the proposed ordinance and met with appropriate staff members to discuss it.
- The Atlanta Regional Commission and City staff are working to complete the last edits to the Draft Comprehensive Plan prior to the draft being circulated for review and comment. The Planning and Zoning Board and the Steering Committee will have an opportunity to review the draft and then the document will be available for review by all. The Board of Mayor and Commissioners will discuss this document at an upcoming Work Session.
- The March 2016 Financial Statement was reviewed. The total General Fund revenue for the month amounted to \$129,749.51. The total General Fund expenditures for the month amounted to \$322,074.79. The cash balance in the General Fund operating account, General Fund Reserve and the combined investments totaled \$2,671,711.93.

PUBLIC SAFETY

- The monthly Command Staff Meeting was conducted, items discussed included, current budget year expenditures, upcoming special events, specialized training courses to be attended, and personnel.

- The Avondale Estates Police Department (AEPD) was subject to its tri-annual Georgia Crime Information Center (GCIC) audit conducted by the Georgia Bureau of Investigation. The audit involved the inspection of and compliance to GCIC Training and Polices and Records (files, entries, deletions, validations). The AEPD passed the audit and was found to be in compliance with GCIC standards.
- Cpl. Conroy attended the monthly meeting of the Metro Atlanta Traffic Enforcement Network. The meeting was hosted by the Fayetteville Police Department. The main topic was Standardized Field Sobriety Testing (SFST) Refresher and Horizontal Gaze Nystagmus (HGN) testimony updates. SFST and HGN are major tools used in DUI enforcement, which are recognized by the National Highway Traffic Safety Administration.
- Annual online training continues for AEPD officers. Topics are: Use of Deadly Force, Elder Abuse, Due Regard, and Dealing with the Mentally Ill or Person with Diminished Capacity, and are offered/monitored by the Georgia Public Safety Training Center in Forsyth County, Georgia. The courses are required by Georgia Peace Officers Standards and Training.

PUBLIC WORKS

- Removed broken tree limb from Ashton Place.
- Removed weeds from various flower beds around the City, from the ivy at Carl's Corner and in front of 1084 Bromley Road to make the stop sign visible.
- Removed a portion of barb wire from a fence at Willis Park.
- Straightened leaning 'no parking' sign at the corner of Lake and Franklin Streets.
- Replaced damaged sign post at the corner of Parry Street and Laredo Drive.
- Relocated tree from the right-of-way at 20 Fairfield Drive to 2 Lakeview Place.
- Pruned crape myrtles next to Mann Mechanical.
- Attended electrical punch walk through at Willis Park.
- Cleaned the sidewalk and gutter in front of Sunbrimmer Records.
- Inspected flood lights on the Berkeley Path.
- Removed trash and debris from under the Abelia hedges on North Avondale Road.
- Cut back tree limbs that were blocking the street light on Stratford Green Lane.
- Cleaned out drainage area next to 20 Dartmouth Avenue.

- Performed the following maintenance at Willis Park
 - Removed sweet gum balls
 - Blew debris from pathway
 - Removed ivy from trees
 - Cleaned volunteers from ground cover ivy
 - Installed 'Please Stay Off Grass' signs
 - Removed portion of temporary fence for access to park from rear gate
 - Installed 'Motorized Vehicles Prohibited' signs

- Installed banner at the intersection of North Avondale Road and Clarendon Avenue for The Museum School's 5K Explorer Dash and 1 Mile Fun Run scheduled for Sunday, April 17, at 8:30 a.m. [Register for the race online.](#)

- Followed up with Georgia Power to have them remove the damaged decorative light post and install a new decorative post.

- Inspected heater at the Scout Hut. A contractor has been scheduled to do repairs.

- Straightened 'Avondale Estates City Limits' sign on Laredo Drive. Inspected all the other 'Avondale Estates City Limits' signs throughout the City.

- Contacted DeKalb County Traffic Engineering to repair malfunctioning street light at Clarendon Avenue and South Avondale Road.

- Site Visits – 15

- Sign Violations – 21

- Household Waste Removed – 34 tons

- Yard Waste Removed – 11 tons

- Special Pickups - 6