



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: March 13, 2015

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- A real estate broker contacted the City about marketing commercial property near Sams Crossing. Staff reviewed the processes and Zoning Ordinance allowances with the broker.
- Funding applications are now being accepted by the Atlanta Regional Commission (ARC) for transportation projects. The City is working with the Feasibility Consultant for the road diet along US 278 to complete the application by the April 6th deadline. A resolution has been drafted to support this effort and will be reviewed by the Board of Mayor and Commissioners at the March 18th Work Session. The resolution is a required component of the application. The final scheduled public meeting will be held at 6:30 p.m. on March 19th after which the consultant will formalize the concept plan and provide a cost estimate. Staff met with representatives of ARC to discuss the application and will be meeting with GDOT again to review the proposed concept plan.
- The annual Rail Arts District (RAD) Studio Cruise is this Saturday, March 14, from 11 a.m. to 7 p.m. Staff assisted with event needs. Read more about the event on the RAD website: <http://www.railartsdistrict.com/>.
- Staff reviewed and approved the appropriate stakeholders Working Document for permitting and construction standards by which Google Fiber and Bechtel agree to operate in Avondale Estates.
- Associates participating in the Wellness Program attended a seminar on “portion distortion” led by a DeKalb Medical nutritionist. Participating staff members are also competing in another Walk Wars competition through the end of March. Winning teams and individuals will be eligible for prizes from DeKalb Medical.

- The February 2015 Financial Statement was reviewed. The total General Fund revenues for the month amounted to \$252,759.99. The total General Fund expenditures for the month amounted to \$253,883.15. The cash balance in the General Fund operating account, General Fund Reserve and the combined investments totaled \$2,872,415.11.

PUBLIC SAFETY

- The first class of the fifth Citizens Police Academy was conducted. The topic of the evening was Incident Reporting and its importance. The class was instructed on how an incident report is the foundation of all criminal cases, from the initial report to possible additional review at the state level or even by the U.S. Supreme Court.
- SSgt. Browen attended the Terminal Agency Coordinator (TAC) Refresher Course conducted by the Georgia Bureau of Investigation (GBI). The two-day course is required by the GBI and ensures that all TACs are current in their training pertaining to the policies, procedures and use of the Georgia Criminal Justice Information Center (CJIS) crime computer network, part of the Georgia Crime Information Center (GCIC). SSgt. Browen is AEPD's Terminal Agency Coordinator (TAC), responsible for maintaining certification and the related training for officers and the agency as a whole.
- Officer Bennett was advised that he met the qualifications for membership of the discipline-specific Alpha Chi honor society due to his academic achievements at Reinhardt University. The Dean of the School of Professional Standards, who is also Reinhardt's Police Academy Director, advised that Officer Bennett was the first student in the Bachelor of Criminal Justice program, and possibly the only Reinhardt University Police Academy graduate, to receive the honor.

PUBLIC WORKS

- Trimmed bushes at the corner of Oak Street and East College Avenue.
- Straightened several signs throughout the City.
- Installed permanent boundary markers on City property at the corner of Clarendon Avenue and South Avondale Road.
- Backfilled the R.O.W. in an area on Wiltshire Drive.
- Inspected a possible water leak on Berkeley Road.
- Contacted an electrician regarding replacement of an EXIT sign at City Hall and repairing power at the clock tower.

- Site Visits-19
- Sign Violations-16
- Household Waste Removed-27 tons
- Yard Waste Removed-9 tons
- Special pick-ups-3