



CITY MANAGER REPORT
Week Ending December 16, 2016

CITY MANAGER'S OFFICE

- Banjo Coffee, a new business operating in the old Urban Grounds location, requested assistance with signage regulations and design.
- The Community Promotions Program instructions for 2017 have been revised in anticipation of the Downtown Development Authority (DDA) taking over the program as part of the Intergovernmental Agreement between the DDA and the Board of Mayor and Commissioners (BOMC).
- Local businesses in the Tudor Square area planned the holiday event, “A Tudor Christmas” featuring Santa and his live reindeer. Staff assisted with partially closing Potter Avenue and with equipment needed for the event.
- City Planner Stevens attended the Avondale Estates Business Association monthly meeting focusing on event planning for 2017, and drawing in new membership.
- The BOMC and meeting participants discussed amendments to the Zoning Ordinance and a possible audit and re-write. Staff is researching costs.
- Barefoot in Motion, a dance studio, and Twisted, a hair salon, were assisted with permits to facilitate obtaining a business license and certificate of occupancy. Both received a Conditional Use Permit approved by the BOMC.
- Staff is researching verbiage and regulations used in parks and greenspaces in the surrounding municipalities and county to assist in planning for new signage at Lake Avondale and Willis Park. The Board of Mayor and Commissioners will be holding a Special Called Work Session on Monday, December 19th at 5:30 p.m. to discuss.
- Conference calls were held with the Carl Vinson Institute regarding the feasibility study for the potential annexation. Staff gave input on the additional resources by department from the result of the annexation.

- A representative from the Georgia Bureau of Investigation conducted a short class on entry of a warrant (a record) and validation of outstanding warrants. Items covered were the time frames for entry, packing (adding to), validating and deleting a record in the FBI National Crime Information Center database. The purpose of the database is to help enable law enforcement to better enforce compliance with the law.
- A presentation was given regarding a possible new telecommunication system for City Hall and Public Works. The existing system is rather outdated and the new technology and attributes were presented for consideration. Additionally, consideration is being given to a redundant system to enable the City to have alternative backup communications with citizens/residents if service is lost.
- Chabad Intown will host a Hanukkah Celebration and Menorah Lighting on Wednesday, December 28, at 6 p.m. at the Dewey Brown Plaza. All are invited to attend.

PUBLIC SAFETY

- The Avondale Estates Police Department (AEPD) received a \$1,200 donation from the American Legion Post 66.
- Officers and City staff attended a training session about warrant entries and validation procedures/protocols led by a GBI instructor.
- Investigator Gillis represented the AEPD at the annual “Cop Shop” hosted by the DeKalb County Fraternal Order of Police. Participating officers escorted underprivileged children on a shopping trip to purchase Christmas gifts for themselves and family members.
- AEPD monitored traffic and crowds at the “A Tudor Christmas” event hosted by the Avondale Estates Business Association.
- Officers participated in a vehicle safety inspection at the Public Works Department.

PUBLIC WORKS

- Removed dead tree limbs from a tree across from 49 Wiltshire Drive and removed a dead tree from the right-of-way at 45 Wiltshire Drive.
- Inspected the Christmas tree lights in front of the Tudor Village building.
- Repaired damaged stop sign at the corner of Windsor Terrace and Covington Road.
- Removed the fence on the City-owned property on Franklin Street.

- Followed up with DeKalb County for information about work performed on Dartmouth Avenue.
- Household Waste Removed – 24 tons
- Yard Waste Removed – 12 tons
- Sign Violations – 12
- Special Pickups – 6
- Site Visits - 16