



## **CITY MANAGER REPORT**

Week Ending May 19, 2017

### **CITY MANAGER'S OFFICE**

- Two Transportation Improvement Program (TIP) grant applications were submitted to the Atlanta Regional Commission. Additional funds were requested for the previously approved U.S. Highway 278 project because of a change in scope from a four lane section to a road diet with a three lane section and an application requesting funds to determine the best transportation solution for the Laredo Drive/Parry Street/North Clarendon Avenue intersection.
- The Board of Mayor and Commissioners approved hiring a consultant to complete Phase I (residential) and Phase II (commercial) of the Tree Ordinance. Staff worked with the consultant to sign a contract and schedule an upcoming meeting to discuss scheduling, meeting dates, and deliverables.
- A local business requested assistance with State Alcohol Licensing. Staff contacted representatives with the Department of Revenue to discuss State requirements.
- City Manager Brown and City Clerk Hill attended a Tax Digest Seminar at The DeKalb County Tax Commissioner's Office to refresh existing and inform new city officials of the yearly process of adopting a millage rate in compliance with The Taxpayer's Bill of Rights Act.
- Flags were flown at half-staff this week to honor and remember all those who lost their lives in the line of duty during National Police Week. Learn more about National Police Week [here](#).
- A new webpage has been created on the City website for all information pertaining to the Board of Mayor and Commissioners (BOMC) Special Called Work Sessions on Downtown Development. View the page [here](#). On Monday, an E-News was sent detailing the BOMC's call for design ideas for the approximate four acres of City-owned land in the downtown area. Those interested in submitting a design idea were instructed to contact City Manager Brown by Friday, May 19, at 3 p.m. to receive a submission number to be placed on all submission materials, to create anonymity. Eleven people received submission numbers. The deadline for these 11 participants to submit their design idea is Wednesday, June 7, at 3 p.m.

- The Atlanta Decatur Caribbean Carnival will return this year on Saturday, May 27. The event will consist of a parade and festival featuring live music and various vendors. The parade will begin on Kensington Road between Memorial Drive and Covington Highway and will be closed starting at 11:30 a.m. for the staging of the parade. The parade will begin at 1:30 p.m. and proceed directly along Kensington Road turning east onto Covington Highway, crossing over Memorial Drive, and ending at 3952 Covington Highway at the old Mama's Country Showcase parking lot. Beginning at 11:30 a.m. on Saturday, May 27, Avondale Estates Police Department (AEPD) personnel will have partial barricades at Covington Highway and Kensington Road and Covington Highway and Mountain Drive. There will be a full barricade and road closure at Nottingham Drive and Covington Highway and Nottingham Drive and Memorial Drive. AEPD will be onsite helping to direct traffic. After the parade exits the City approximately at 5 p.m., the barricades will be removed and roadways will be fully accessible. View the event permit [here](#) and the road closure map [here](#).
- The April 2017, Financial Statement was reviewed. The total General Fund revenue for the month amounted to \$132,327.62. The total General Fund expenditures for the month amounted to \$178,712.93. The cash balance in the General Fund operating account, General Fund Reserve and the combined investments totaled \$2,172,294.40

### **PUBLIC SAFETY**

- The AEPD conducted a walk-thru of the property at 52 North Avondale Road prior to a viewing by Mayor Elmore and interested parties.
- Investigator Gillis attend the Atlanta At-Risk Adult Crime Tactics meeting hosted by the Georgia Department of Human Services, Division of Aging Services. The training is designed to identify and assist agencies with prosecuting crimes against subjects that target elderly and challenged victims.
- Cpl. Serban and Cpl. Armstrong acquired certification for Intoxilyzer 9000.
- Capt. Conroy attended a two-day class titled, Bureau of Justice Association Multi-Jurisdictional Task Force, hosted by the Doraville Police Department. The training studies departments and their potential for a multi-jurisdictional mutual aid agreement during critical incidents or emergencies.
- AEPD officers provided traffic direction and crosswalk safety during Bike to School day for the Museum School. They also assisted with the Kensington Road closure due to the fallen tree.

### **PUBLIC WORKS**

- Damaged trees were removed from Willis Park

- Contacted DeKalb County Watershed about a nonfunctioning fire hydrant and followed up with them regarding the installation of permanent asphalt on Majestic Circle.
- Fallen limbs and debris were removed from around the City.
- Closed part of Kensington Road to deal with a fallen tree at 3271 Kensington Road. Contacted Georgia Power about fallen power lines on this section of the road and Arboguard to remove the tree. This area was then inspected after the tree was removed and the road was reopened.
- Household Waste Removed – 23 tons
- Yard Waste Removed – 8 tons
- Sign Violations – 19
- Special Pickups – 9
- Site Visits - 17