



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: May 8, 2015

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- Jolley Masonry has completed the rehabilitation of Carl's Corner.
- The draft of the Tree Ordinance has been completed and will be sent to various boards and commissions for review and comments. The draft will also be uploaded to the City website for public viewing.
- My Parents' Basement, a new business opening in the old James Joyce building, has applied for a patio sales permit. The Board of Mayor and Commissioners (BOMC) will discuss the permit application at the BOMC work session May 13.
- The City received two sealed bids for the Willis Park Playground Design and Installation. The bids are being reviewed and will be discussed along with the site improvement costs at an upcoming Board of Mayor and Commissioners work session.
- Volunteers are needed to serve on a Comprehensive Plan Update Steering Committee. The City is required to update its Comprehensive Plan every 10 years. The next update is due in October 2016 to maintain compliance with the Georgia Planning Act and to maintain "Qualified Government" status. As part of this effort, the City will be forming a steering committee (requested by the Atlanta Regional Commission) consisting of seven to 15 members. The deadline for residents and business owners to apply is 5 p.m. Friday, May 15. Read more information in the Monday, May 4, E-News: <http://goo.gl/ZYIVFd>.
- Responses to the City Website Request for Proposals were due 3 p.m. Friday, May 8. The City will begin reviewing the proposals Tuesday, May 12.
- Staff participating in the Wellness Program attended an awards ceremony for Walk Wars, an ongoing team and individual competition to take the most steps in a given time frame. All associates received certificates of excellence and goody bags from DeKalb Medical, and winners received gift certificates.

- The annual Fishing Derby was held at Lake Avondale on a sunny Saturday, May 2. Twenty-one people participated in the event, and winners were announced in the City's Monday E-News: <http://goo.gl/ZYIVFd>.
- Sent the Georgia Municipal Association (GMA) photos and captions from a City fitness event and business trivia contest held during Georgia Cities Week April 19-25. Every year, GMA encourages cities' participation in the week-long celebration to recognize the many services city governments provide and their contribution to a better quality of life in Georgia.
- A Speed Sentry study was conducted for the period of April 30 to May 6, 2015, on Kingstone Road capturing traffic traveling westbound. The study data revealed a total of 1,157 vehicles with an average speed of 17.19 MPH and an average daily volume of 170.8 vehicles.
- The April 2015 Financial Statement was reviewed. The total General Fund revenues for the month amounted to \$97,310.45. The total General Fund expenditures for the month amounted to \$264,580.48. The cash balance in the General Fund operating account, General Fund Reserve and the combined investments totaled \$2,586,932.44

PUBLIC SAFETY

- AEPD personnel assisted with the DeKalb School of the Arts Foundation's Arts Run for the Arts parade by providing escort duty, traffic control and security.
- Citizens Police Academy students participated in Use of Force scenarios (judgmental shooting) provided by Argosy University at their facility. Each student was taken through three different situations that required verbal responses, split-second determination of use of force options, and explanation of their actions/reactions.
- AEPD hosted a graduation ceremony at City Hall for the fifth session of the Citizens Police Academy. Each student received a certificate of attendance and a polo-style shirt. Graduates attended a small reception after the ceremony. The Citizens Police Academy now boasts more than 90 graduates who have experienced training and lessons to better understand the Avondale Estates Police Department and the law enforcement career field as a whole. View graduation photos on the City Facebook page: <https://goo.gl/IsqkE1>.
- Chief Broden (AEPD) and Mrs. Dickens (Neighborhood Watch) represented the City during the DeKalb County Police Department's Fallen Officers Memorial Service at the Old Courthouse in Decatur. This annual service is conducted in remembrance of those officers who have given their lives in the line of duty while serving the citizens of DeKalb County and its cities.

- The City sent out an E-News to inform the community of National Police Week May 10-16. The week serves to honor and remember law enforcement officers who made the ultimate sacrifice, and the family members, friends and fellow officers they left behind. In tribute to American law enforcement officers and at the request of the National Law Enforcement Officers Memorial Fund, May 15 is designated as National Peace Officers Memorial Day, when the City will fly its U.S. flag at half-staff.

PUBLIC WORKS

- Patched potholes on Clarendon Avenue.
- Planted spring annuals throughout the City.
- Followed up with DeKalb Watershed regarding two issues: patching the street at 101 Berkeley Road where a water leak was repaired; and removing the metal plates on Berkeley Road near the high school, Lakeshore Drive and Wiltshire Drive, and Dartmouth Avenue.
- Followed up with Georgia Power about repairing various street lights on South Avondale Road.
- Assisted with the DeKalb School of the Arts Foundation's Ants Run for the Arts parade.
- Site Visits-17
- Sign Violations-16
- Grass Violations-2
- Household Waste Removed-32 tons
- Yard Waste Removed-4 tons
- Special pick-ups-5