



CITY MANAGER REPORT

Week Ending July 21, 2017

CITY MANAGER'S OFFICE

- A review and reference check was conducted for the Zoning Code Audit Requests for Proposals (RFP) in anticipation of the Board of Mayor and Commissioners (BOMC) review and discussion.
- A letter of intent was drafted for grant funds to complete the proposed Rain Garden in the North Woods area of Lake Avondale. The grant funds are offered through the Southeast Sustainability Directors Networks and the Keneda Foundation.
- An initial draft Request for Proposal (RFP) for the US 278 Three-Lane Road Diet was completed for review by the Georgia Department of Transportation (GDOT) project manager. Staff also forwarded a number of associated questions to ensure that GDOT regulations are met.
- The consultant for the Tree Ordinance provided a draft which was reviewed and commented on by staff. The consultant reviewed staff comments and provided a revised draft which is currently under review.
- 656 Ashton Place and 660 Ashton Place require zoning amendments. City Planner Stevens provided the Planning and Zoning Board materials needed to assist with their discussion regarding zoning for these properties.
- Staff worked with the Small Business Development Center representative and the Avondale Estates Business Association to provide local businesses with a presentation and materials to assist with their business development needs.
- The Downtown Revolving Loan Funds Program was reviewed from the Department of Community Affairs and the Georgia Cities Foundation Revolving Loan Funds Program with a potential business owner. A list of questions was forwarded from the business owner for review. Conference calls with these agencies, the business owner, and staff will take place in the coming weeks.

- The BOMC chose Skyline Engineering to conduct a hydrology study for the entire Central Business District which includes the Mill District.
- The June 2017 Financial Statement was reviewed. The total General Fund revenue for the month amounted to \$89,950.51. The total General Fund expenditures for the month amounted to \$600,014.99. The cash balance in the General Fund operating account, General Fund Reserve and the combined investments totaled \$1,586,435.58.

PUBLIC SAFETY

- Chief Thomas and Investigator Gillis attended the ScamJam event hosted by the DeKalb Seniors and Law Enforcement Together Council. During the event, Police Chiefs, the Sheriff and other agency heads in DeKalb County signed the new cooperative agreement to continue to work within the framework of the Council to advocate for and protect the elderly citizens in their designated service areas.
- Capt. Conroy conducted an Automatic External Defibrillator (AED) training session for staff.
- Members of the AEPD, City Manager Brown, and the head of the Citizens on Patrol met to discuss options to try and increase participation in the Citizens on Patrol group.
- Sgt. Brand attended Supervision I training at the Georgia Public Safety Training Center in Forsyth, Georgia. The class is three parts and is required training for all AEPD officers holding the title Supervisor.
- A safety inspection of the premises and vehicles was conducted at the Avondale Estates Public Works Department building.
- The monthly Command Staff meeting was held to address several department items, including a review of the 2018 departmental budget requirements, staffing and vehicle arrangements, upcoming events, and state certification updates.
- A speed data study was conducted on Wynn drive monitoring northbound traffic with the speed display set in the “OFF” position. The study covered the seven-day period June 24-30, 2017. The report revealed that 839 vehicles traveled the roadway at an average speed of 19 mph in a posted 25 mph zone; 830 of the 839 vehicles were operating within acceptable limits during the study.
- A second speed data study was conducted on Wynn Drive monitoring northbound traffic with the speed display set in the “ON” position. The study covered the seven-day period, July 5-11, 2017. The report revealed that 756 vehicles traveled the roadway at an average speed of 18 mph in a posted 25 mph; 755 of the 756 documented vehicles were operating within acceptable limits during the study.

- A representative from Courtware software conducted an onsite training class. This software is used to document, catalog, and store evidence and property.
- The entire AEPD staff attended a Naloxone (NARCAN) Rescue Training class. The Davis Direction Foundation, a non-profit group, hosted the class. Staff was provided with a starter NARCAN kit to assist the department with combatting potential opioid overdoses.
- Officers Kovack, Fox, and Thompson successfully completed Electronic Control Device (TASER) re-certification and deployment training.
- All AEPD police vehicles underwent a quarterly inspection. Any deficiencies were noted and corrections will be performed in the coming weeks.

PUBLIC WORKS

- Cut weeds and overgrowth at the City-owned property on Franklin Street.
- Contacted arborist to remove fallen tree at 22 Exeter Road; contacted Georgia Power to remove the powerline that was taken down by the fallen tree.
- Trimmed crepe myrtle at the corner of Wynn Drive and Kensington Road; inspected another crepe myrtle at Lake Avondale and Wiltshire Drive.
- Performed maintenance at the corner of Nottingham and Memorial Drives and at the pocket park behind 25 Kensington Road.
- Filled potholes on Stratford Road, Majestic Circle and Dartmouth Avenue.
- Inspected a tree at 9 Exeter Road and a stump on the right-of-way at 11 Fairfield Plaza.
- Followed up with DeKalb Traffic Engineering about the traffic lights on East College Avenue across from Avondale Station not functioning properly.
- Household Waste Removed – 27 tons
- Yard Waste Removed – 7 tons
- Sign Violations – 18
- Special Pickups – 12
- Site Visits - 0