



CITY MANAGER REPORT
Week Ending November 3, 2017

CITY MANAGER'S OFFICE

- Staff is reviewing the proposed Request for Qualifications regarding the [US 278 Redesign Project](#). Additional questions for Georgia Department of Transportation have been forwarded and an evaluation matrix is being finalized.
- Downtown Development Authority (DDA) Consultant Burt has drafted a Statement of Intent addressing the wants and needs associated with the City-owned four acres. Staff is assisting with revisions and appropriate excerpts from the Downtown Master Plan.
- The City has received promotional items associated with the [Small Business Saturday event organized by American Express](#). Interested businesses will receive the free promotional materials. The event will remind community members to shop small and focus on local businesses over the holidays.
- Final requested edits to the Zoning Code Audit have been made and sent to the consultant. The City will post the draft on the website in anticipation of the [Nov. 15 Board of Mayor and Commissioners Special Called Work Session](#).
- Intersection improvements at Laredo Drive and North Clarendon Avenue were identified in the Downtown Master Plan. Staff is working on an application for available Livable Centers Initiative funding from the Atlanta Regional Commission that could assist in paying for a Feasibility Study for this intersection.
- City staff and members of Clark Patterson Lee met with representatives from Taylor'd BAR-B-Q to discuss building code regulations.
- A kick-off meeting was held with members of the BOMC, City Staff, DDA members and members of the Ken Bleakly Consultant Team to discuss project scope and next steps. Staff was asked to provide some zoning and associated information.
- ShepCo Paving was the low bidder to complete the 2017 paving project. A preconstruction meeting was held with ShepCo Paving to review the agreement and construction documents. Roads being paved include Charlbury Place, Stratford Green Court, Stratford Green Lane, Stratford Green Place, Stratford Green Way, and Stratford Road from Wiltshire Drive to Covington Highway.

- City Manager Brown and Finance Director Turner met with a property and casualty insurance vendor about potential cost savings for the City's plan and to discuss next steps in the process.

PUBLIC SAFETY

- AEPD staff assisted AE Public Works and City staff with delivering the [Halloween Spirit Award Winner](#) signs to residents and business owners.
- AEPD Major Browen coordinated and hosted the bi-annual DEA drug take back program Saturday, October 28 at City Hall. More than 140 pounds of unwanted prescription drugs was taken to be disposed of by the DEA.
- Investigator Gillis attended the monthly METROPOL meeting of 28 agencies at the Ansley Golf Club in Atlanta. A guest speaker from the U.S. Secret Service gave a presentation about virtual fraud and computer based banking. Investigator Gillis presented two active agency cases to the group in hopes of generating some leads from other agencies.
- AEPD and AE Public Works combined to provide traffic direction and crowd assistance for the Trick-or-Treat event on Halloween night. The City hosted a large group of trick or treating ghosts, goblins, and assorted characters with no major incidents reported.
- Officer Kovack is currently attending a training class entitled Standardized Field Sobriety Testing (SFST) at the Georgia Public Safety Training Center in Forsyth, Georgia. The training, which will enable the officer to identify, evaluate and better prosecute impaired drivers, is a portion of required training for all AEPD Officers.

PUBLIC WORKS

- Filled the pothole at Maple St. near the Avila construction gate.
- Removed dead possum at 2 Clarendon Ave.
- Removed dead tree in Sweet Gum Plaza.
- Installed cedar mulch in the flower beds at the intersection of Nottingham Drive and Covington Highway, Glascoe Circle, at the East and West Avondale Estates signs and at City Hall.
- Trimmed the hedges next to the West Avondale Estates sign.
- Trimmed the ivy off of the granite wall on Berkeley Rd in Avonwood.
- Installed wood chips along street scape between Ashton Place and City Hall, in Beech Park, and among trees in Glascoe Circle.

- Installed [The Museum School Auction – Explorers Dream](#) banner for the November 3 event at Agnes Scott College.
- Contacted Georgia Department of Transportation about potholes on US278.
- Assisted with the 4th Annual Tree Walk on Saturday, October 28, 2017.
- Inspected trees at 1067 Clarendon Avenue and 32 Clarendon Avenue
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- Household Waste Removed – 33 tons
- Yard Waste Removed – 15 tons
- Sign Violations – 31
- Special Pickups – 8
- Site Visits - 14