



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: August 7, 2015

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- The City of Avondale Estates is pursuing Local Administered Project (LAP) designation from Georgia Department of Transportation (GDOT) as required to receive federal funds for road projects. Documentation was submitted and an interview with staff has been set. An application form is being completed to assist GDOT the day of the interview.
- Research was conducted on the cost associated with the Parking Studies and Wayfinding Signage for the Downtown Development Authority (DDA) Planning/Main Street planning efforts. Staff reviewed Main Street accreditation standards and met with the DDA chair to discuss priorities for the upcoming DDA meeting.
- HGTV proposed work on a local home as part of their show. Staff is assisting with the required Historic Preservation Commission submittal.
- A meeting was held with Euramex to discuss greenspace, parking and zoning.
- Attended the pre-bid conference for the roof replacement of the Department of Juvenile Justice building.
- Parking signs were ordered. Handicap logos and parking lot striping are scheduled for installation at City-owned property in the commercial area. This is a short term solution for downtown parking.
- The deadline for the Comprehensive Plan Update Community Survey and Website survey is Sunday, August 9, 2015. Click [here](#) to take the Comprehensive Plan Update Community Survey. Click [here](#) to take the Website survey.

PUBLIC SAFETY

- Officer Beatty attended the 40-hour “Officer Survival” course offered at the Georgia Public Safety Training Center (GPSTC) in Forsyth County, Ga. The course is designed to provide the training necessary to develop the proper mindset, threat awareness and skills needed to improve an officer’s chances of surviving dangerous situations. Training in firearms, patrol tactics, vehicle stops, domestic disputes and building searches are learned. This course is required by Peace Officers Standards and Training (POST) for officers to advance in their career development and certification.
- A speed data report was conducted on Wiltshire Drive to monitor westbound traffic during the period of July 27, 2015, to August 2, 2015. The report revealed that 1,736 vehicles traveled the roadway at an average speed of 26.17 mph, with 1,709 of the 1,736 vehicles operating within acceptable limits during the seven-day study.
- Command staff personnel met with DeKalb County Jail staff members to review and update the procedure involving the registration and release of prisoners at the County Jail.

PUBLIC WORKS

- Cut vegetation around the edge of the Berkeley/Kensington Road pocket park and treated the weeds in the area.
- Trimmed overgrowth from street signs on Wiltshire Drive.
- Installed ‘motorized cart’ signs at entrances into the City.
- Secured chain at Fletcher Park entrance and installed ‘motorized vehicles prohibited’ sign.
- Followed up with DeKalb County School Maintenance Department regarding the upkeep of the Avondale High School property.
- Replaced trash cans at Willis Park.
- Installed new bathroom faucets in the men’s and women’s bathroom at City Hall.
- Site Visits - 16
- Sign Violations - 24
- Grass Violations - 4
- Parking Violations - 2
- Household Waste Removed - 31 tons

- Yard Waste Removed - 5 tons
- Special pick-ups - 9