



## MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: February 21, 2014

SUBJECT: **WEEKLY REPORT**

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### CITY MANAGER'S OFFICE

- The City received a grant from the Atlanta Regional Commission (ARC) to conduct a feasibility study for a road diet and possible roundabout along US 278. Staff attended the mandatory grant meeting held at the Atlanta Regional Commission.
- The Metropolitan Atlanta Rapid Transit Authority (MARTA) held a meeting to collect input from area stakeholders on the Light Rail Transit (LRT) initiative in the Clifton Corridor. The Clifton Corridor project is not within the City of Avondale Estates borders but terminates at the Avondale MARTA Station. The presentation from the meeting is on the City website at: <http://www.avondaleestates.org/resources/pdfs/MARTA%20Phase%20II.pdf>.
- Pond and Company, the consultant for the Downtown Master Plan, presented an overview of the draft plan at the February 20<sup>th</sup> Board of Mayor and Commissioners Work Session. Staff held a conference call to discuss the proposed presentation materials. The presentation can be found on the City website at: <http://www.avondaleestates.org/downtownmaster.html> under the meeting information on this page.
- A meeting was held with The Museum School staff to discuss the upcoming fun-run and 3K race to be held on March 30<sup>th</sup> as part of the schools Family Fun Fitness Day event.
- A pre-bid meeting was held at 68/70 N. Avondale Road to answer any questions regarding the Request for Proposal (RFP) for the demolition of the 2-story office building and the old Avondale Pizza Café. Participants were able to walk through both buildings. The pre-bid meeting was not a mandatory meeting. Proposals are due to the City by 5:00 p.m. Friday, February 28<sup>th</sup>.

- A meeting was held with members of the Avondale Swim and Tennis Board to discuss maintenance options of the City owned tennis courts, porta potty options and the Willis Park renovation plan.
- The January 2014 Financial Statement was reviewed. The total General Fund revenues for the month amounted to \$119,551.04 and the total General Fund expenditures for the month amounted to \$182,526.75. The cash balance in the General Fund operating account, General Fund Reserve and the combined investments was \$2,402,968.99.

### **PUBLIC SAFETY**

- Accepting applications for the 5<sup>th</sup> annual session of the Citizen Police Academy. The deadline for accepting the applications has been extended a week to Friday, February 28<sup>th</sup>.
- A meeting was held with the Citizens Patrol Coordinator to discuss the program's proposed and updated Policy/Procedure Manual.
- AEPD personnel provided security for a detail conducted on Fairfield Drive.

### **PUBLIC WORKS**

- Yancey Power Equipment performed the annual maintenance service on the generator at City Hall.
- Continued to remove sand mixture off the streets that was used during the winter storm.
- Contacted DeKalb County Traffic Engineering regarding a traffic signal repair at S. Avondale Rd. and Clarendon Ave.
- Repairs have been completed with the remaining light fixtures in the City Hall parking lot.
- Pruned the ornamental grasses at Lake Avondale.
- Trees for the Arbor Day Event have arrived and the area has been prepped for the plantings.
- Stones and dirt were removed from the retention pond at Coventry Close.
- Site Visits-11

- Parking Violations-1
- Sign Violations-12
- Household Waste Removed-26 tons
- Yard Waste Removed-8 tons
- Special Pick-ups-5