



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: June 6, 2014

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- A Request for Proposal (RFP) was posted to solicit firms to create design and construction documents for overflow parking on a portion of the MARTA storage lot on Laredo Drive.
- The Fourth of July parade and festivities are fast approaching. Staff is working to gather sponsorships in support of the festivities.
- The Fourth of July T-shirts and signs will be available to pre-purchase starting Monday, June 9th.
- As part of the Start-Up Main Street process, the City is required to hold a Town Hall Meeting. City Staff is working with Main Street representatives to develop a draft agenda for the meeting to be held in late July.
- A Notice of Intent to establish a Quiet Zone letter was sent to CSX Transportation and GDOT requesting the rail crossing at Laredo Drive and Wells Street be established as a 24-hour quiet zone. A quiet zone is a section of a rail line at least one-half mile in length that contains one or more consecutive public highway-rail grade crossings at which locomotive horns are not routinely sounded when trains are approaching the crossings. The prohibited use of train horns at quiet zones only applies to trains when approaching and entering crossings and does not include train horn use within passenger stations or rail yards. Train horns may be sounded in emergency situations or to comply with other railroad or FRA rules even within a quiet zone.
- A meeting was held with Stratford Green residents to answer questions regarding their request to possibly be annexed into the City.

- The City of Avondale Estates held the official Ribbon-Cutting Ceremony for Mama Bath + Body on Friday, June 6, 2014. The store is located at 112 North Avondale Road in the Tudor Village. The staff at Mama Bath + Body formulates, manufactures, pours and packages their products themselves, the old-fashioned way, to ensure their own high standards are maintained. Their inventory includes soaps, lotions, scrubs, candles and more. Mama Bath + Body's relocation to Avondale Estates means expanded store hours, more products, and more room for their popular soap-making and candle-making classes.

PUBLIC SAFETY

- Cpl. Conroy conducted the first of three classes for the new Citizens Patrol volunteers. Eleven citizens volunteered for the program which requires three evening classes involving instruction pertaining to policy and procedure, crime recognition (suspicious activity and persons) and reporting, traffic control, safety and patrol procedures/vehicle operation. These volunteers will be additional "eyes and ears" of the Avondale Estates Police Department as well as the mobile segment of the Neighborhood Watch Program.
- Continuing preparations for the upcoming Fourth of July festivities.

PUBLIC WORKS

- Limbed up trees throughout the City.
- Repaired street sign on the corner of S. Avondale Rd and Coventry Close.
- Repaired potholes on S. Avondale Road and N. Clarendon Avenue.
- Followed up with DeKalb County Watershed regarding a leak on N. Clarendon Avenue.
- Assisted a resident with locating utility company that ran their utility into the sewer lines causing a back-up.
- Contacted tree contractor to remove several dead trees in the City ROW.
- Contacted DeKalb County Watershed regarding brown water reported by a resident on Kensington Road.
- Grass Violations-6
- Site Visits-19
- Sign Violations-18

- Household Waste Removed-28 tons
- Yard Waste Removed-10 tons
- Special Pick-ups-6