



## MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: June 27, 2014

SUBJECT: **WEEKLY REPORT**

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### CITY MANAGER'S OFFICE

- A workshop on planning a successful tactical urbanism project was held in the Old 4<sup>th</sup> Ward area of Atlanta. Staff attended because the City will be hosting a tactical urbanism demonstration project in concert with the Feasibility Study. Staff was able to discuss options with Atlanta Regional Commission staff who were also present at the event.
- A pre-proposal meeting was held at the MARTA storage site off of Laredo Drive for the proposed Overflow Parking Project. A document was produced answering written and verbal questions. This document and the sign-in sheet were sent to attendees and posted on the City's website.
- The Downtown Development Authority (DDA) has worked with Wild Heaven Craft Beers to take advantage of low interest loans from the Department of Community Affairs and the Georgia Cities Foundation. The final closing took place and City staff acted as the temporary DDA secretary for the execution of the documents.
- A local business requested assistance with a Conditional Use Permit Application and Sign Application. Assistance was given and the application has been scheduled for the July Board of Mayor and Commissioners (BOMC) Work Session and Regular Meeting.
- The City of Avondale Estates has received two recent grants from the Atlanta Regional Commission under the Livable Centers Initiative (LCI) Program. As part of the program the City is required to attend LCI meetings at ARC. Staff attended the July LCI Meeting which was focused on Development Opportunities in LCI Communities.

- Two conditional use permits were granted by the BOMC in June. City staff contacted both applicants to establish next steps. Staff met with the Performing Arts Venue business owner.
- A property owner requested assistance with a petition to change a tier designation in the Historic District. The application process was discussed with the property owner and the submittal requirements were explained.
- The BOMC approved a resolution to select a consultant to conduct the upcoming Feasibility Study. A contract was drafted for review by the City's Attorney and ARC. The project will kick-off in late July early August.
- An update conference call was held with Google. Google continues to do feasibility research on the Atlanta market.
- Staff attended a training class given by the Secret Service on how to identify counterfeit money.
- A wellness meeting was held with DeKalb Medical on the next steps of developing the upcoming annual wellness program for all associates.

## **PUBLIC SAFETY**

- The Police Department had its quarterly safety inspection which includes inspection of the Department as well as the patrol units. The agency passed the inspection with no write-ups or listed needed repairs.
- The Police Department was represented at the DeKalb County Fire Department's ground breaking ceremony of the new Fire Station #3.
- The new group of Citizen Patrollers completed their third and final class of the specialized course. The newest volunteers added nine (9) citizens to the mobile segment of the City's Neighborhood Watch Program.
- Chief Broden and other City staff members met with production crew personnel of the production "Selma" which, in part, is being filmed in the City. Strict restrictions/requirements had to be agreed upon before the film permit could be considered for approval.
- The Avondale Estates Police Department conducted a Citizens Safety Class pertaining to crime prevention tips and methods. The class addressed personal, vehicle and home safety issues which would help citizens to become less likely to be targets of crime. The class is part of an ongoing effort for the community, as a whole, to be proactive in its efforts to combat crime locally.

## **PUBLIC WORKS**

- Maintenance was performed on the flower beds along N. Avondale Road.
- Planted 10 knock out roses at Fairfield Plaza.
- Limbed up low hanging limbs throughout the City.
- Repaired low water pressure on the water fountain at Willis Park.
- Started maintenance on the slate pathway and repaired damage to the gazebo at Lake Avondale.
- Grass Violations-7
- Parking Violations-3
- Site Visits-17
- Sign Violations-14
- Household Waste Removed-27 tons
- Yard Waste Removed-10 tons
- Special Pick-ups-5