



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: March 21, 2014

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- The Easter Egg Hunt and Dog Parade are coming up April 19th. City staff has been working with possible vendors and Dog Parade Sponsors.
- The Atlanta Regional Commission (ARC) awarded the City \$50,000 to complete a Feasibility Study for a Road Diet and Intersection Improvements along US 278 and N. Clarendon Avenue. The contract has been signed and the City has drafted the RFP for the work. The RFP will be advertised when ARC executes the contract.
- The City was awarded \$9,270 for the stabilization and restoration of Carl's Corner. Work will begin in late spring/early summer, based on contract execution.
- Staff participated in 2 Google conference calls to discuss the updated Hut Agreement, checklist, answers to questions from last week's conference call and any current issues.
- Participated on the DeKalb Municipal Association (DMA) conference call. Items discussed were CEO May's Task Force on DeKalb County, DMA's appointment to the search committee for the CEO of the DeKalb Development Authority and Cityhood/Annexation.
- Staff prepared for the annual State of the City, to be held 6:30 p.m. March 24 at the Towne Cinema. About 140 chairs were moved from City Hall to the Cinema. Additional chairs were picked up from the Avondale Community Club to be used for the reception at Tudor Square's Market Events Building, behind the Cinema. Staff contacted local businesses to arrange for food and drink orders for the reception. Presentation materials were gathered and the event was publicized.

PUBLIC SAFETY

- Detective Gillis attended the monthly meeting of the Eastside Intelligence Group which was conducted at the Decatur Police Department Headquarters. Members in attendance included Decatur Police Dept., MARTA Police Dept., DeKalb Co. Police Dept., Atlanta Police Dept. (Zone #6), DeKalb Co. District Attorney's Office and the Avondale Estates Police Department. Each representative presented the most active and pressing types of cases within their jurisdictions.
- Officer Long attended the 40-hour "Criminal Procedure" course offered at the Georgia Public Safety Training Center (GPSTC) in Forsyth. The course provided training for law enforcement officers in the areas of crimes and offenses outlined in Title 16, O.C.G.A. and criminal procedure set forth in Title 17, O.C.G.A. Topics included: review of the latest U.S. Supreme Court, federal and state court rulings, latest guidelines for search and seizure, laws of arrest, elements of a crime, and police liability. The course is required of officers working towards their Intermediate Certification awarded by Georgia Peace Officers Standards and Training (P.O.S.T.).
- Officer Garner completed GCIC/NCIC Crime Computer training and passed the related exam. The successful completion of the training allows the officer to become a full-terminal Crime Computer operator who can enter and remove criminal warrants as well as enter stolen items and wanted persons. The officer also successfully passed his annual firearms qualification which is required by Georgia P.O.S.T. and enables an officer to legally carrying his/her duty weapon(s) as well maintain their power of arrest.

PUBLIC WORKS

- Installed flowers in the Tudor Village planters.
- Removed weeds and installed pine straw in the Church Circle.
- Repaired plumbing in the women's restroom at City Hall.
- Performed maintenance on the Streetscape on N. Avondale Road.
- Waxed the floors at City Hall.
- Contacted DeKalb County Roads and Drainage to repair the road in front of 24 N. Clarendon Avenue.
- Participated in the Georgia Flood Risk Review webinar.

- Director and Code Enforcement officer attended Code Enforcement Training.
- Site Visits-4
- Sign Violations-7
- Household Waste Removed-26 tons
- Yard Waste Removed-8 tons
- Special Pick-ups-4