



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: November 7, 2014

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- The City is working with the consultant to organize the Feasibility Study Demonstration Project. Volunteers have been signing up and materials are being donated. The project is scheduled for Saturday, December 6th, from 10 a.m. to 4 p.m. The City will continue to publicize the project and will create a promotional banner to place at the intersection of Clarendon Avenue and North Avondale Road.
- The Downtown Development Authority (DDA) is holding a meeting to give an overview of the required documentation and activities completed in 2014 in order to receive Classic Main Street designation. Staff is completing the last required documentation and creating a PowerPoint to be presented to the community at the November 11th DDA meeting.
- A Zoning Conformation Letter for property located between Maple Street and Sams Crossing was completed.
- The City of Avondale Estates and local businesses are participating in national Small Business Saturday on Nov. 29th. Small Business Saturday will also serve to kick off an entire "Month of Merry," during which the City will encourage the community to shop locally here in Avondale Estates. Staff met with the DDA chair to discuss the event and has been preparing to promote the event on social media.
- A meeting was held with Euramex to discuss zoning regulations for the Fenner Dunlop property.

- Avondale Estates Mayor Pro Tem and City Manager held a meet-and-greet and discussed current affairs with the Decatur Mayor, Decatur Mayor Pro Tem and Decatur City Manager.
- Avondale Estates associates participating in the Wellness Program attended a morning seminar on heart-healthy eating led by a DeKalb Medical nutritionist.
- Staff finalized the City newsletter and updated the City website calendar with the various community holiday and winter events. Newsletter delivery is expected to begin next week.
- Staff received its first City website proposal and is reviewing. The City is exploring the creation of a new City website, with the initial goal of determining project scope and budget range.

PUBLIC SAFETY

- AEPD welcomed new Officer Andre Armstrong, who is currently going through the Field Training Officer (FTO) Program.
- AEPD continues to collect unwanted and outdated prescription drugs from the community throughout the year. The Drug Enforcement Agency's (DEA) National Drug Take Back Day was discontinued after September 27th (source: <http://www.dea.gov/divisions/hq/2014/hq092314.shtml>). Americans can now take their expired, unneeded or unwanted prescription drugs to authorized collection sites across the country. The service is free and anonymous, no questions asked. Find a nearby collection site by visiting www.dea.gov or calling 800-882-9539. Locally, the AEPD will continue to collect and destroy drugs to assist in preventing abuse, misuse, accidental ingestion and the like.
- AEPD and Public Works personnel provided traffic/crowd control and safety efforts during the annual Halloween detail.
- AEPD officers continue their annual In-Service Training which is provided in part by the Georgia Public Safety Training Center (GPSTC) online. The present quarter's topics include: Domestic Violence, Evidence Collection and Preservation, Vehicle Searches, Transporting Prisoners, and Legislative Case Law Update (2014).

PUBLIC WORKS

- Contacted and met with DeKalb County Traffic Engineering and Georgia Department of Transportation (GDOT) contractors about the ongoing issues with traffic signals along U.S. 278. Contractors have made repairs to the wiring that manages the signalization of the lights, and the looping has been corrected.

- The fall flower planting has begun and will be completed first of next week.
- Dispatched electrician to repair lights along the Berkeley Path.
- The irrigation pump station and irrigation lines have been winterized for the season.
- Contacted DeKalb County Watershed regarding a possible leak on Exeter Road, a metal plate at the corner of Wiltshire Drive and Dartmouth Avenue, and to follow-up on a water leak on Lakeshore Drive.
- Cut back overgrowth around stop signs throughout the City.
- Site Visits-16
- Sign Violations-21
- Parking Violations-4
- Grass Violations-3
- Household Waste Removed-25 tons
- Yard Waste Removed-10 tons
- Special Pick-ups-5