



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: October 17, 2014

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- A local business requested that staff complete the required paperwork associated with Opportunity Zone Tax Credits. Staff completed the required form and forwarded it to the Department of Community Affairs.
- The Downtown Development Authority (DDA) is working with the Department of Community Affairs to be designated a Classic Main Street. If designated, the City will be part of a national organization and have the opportunity to utilize low-cost and free technical services. The DDA has completed most requirements and will complete the Work Plan, Budget and property inventory for the November meeting for complete submittal by the end of 2014.
- Staff had a phone conference with the Feasibility Consultant regarding the demonstration project logistics and a realistic project date. Further discussion will be had to determine the date, materials and volunteers needed.
- The Department of Juvenile Justice (DJJ), housed in the building owned by the Downtown Development Authority (DDA), requires more parking. DJJ representatives have been trying unsuccessfully to negotiate with MARTA to fill their parking needs. The DDA and City staff have been working with both parties to broker a mutually beneficial solution. An on-site meeting was held to discuss progress and walk the property. An agreement has been made and documents are being finalized.
- A local business requested assistance with outdoor seating. Staff measured existing sidewalks and informed the business owner of the 36" clear zoning required by the Americans with Disabilities Act (ADA). In addition, staff informed the business owner that to serve alcohol in an open area, the Board of

Mayor and Commissioners must approve it. The application was sent to the business owner.

- A conditional use permit was submitted for Personal Services, a massage and spa business to be located at 122 N. Avondale Road in the Tudor Village. This will appear before the Board of Mayor and Commissioners in November.
- As part of the Wellness Program, City associates received free flu shots on October 14. A DeKalb Medical nutritionist also led an October 16 Wellness Program seminar on decoding food labels.
- The September 2014 Financial Statement was reviewed. The total General Fund revenues for the month amounted to \$833,864.84. The total General Fund expenditures for the month amounted to a negative \$2,051.46 due to the Sanitation transfer back to the General Fund. The cash balance in the General Fund operating account, General Fund Reserve and the combined investments totaled \$2,128,586.62.

PUBLIC SAFETY

- The AEPD is receiving quotes from body camera systems providers to determine the cost of equipping officers with the device and providing data storage.
- AEPD personnel provided security during the video shoot for “Hidden Camera Magic Show” at Skip’s Chicago Dogs.
- The AEPD passed its quarterly safety program inspection and only needs to make a couple of minor corrections/repairs.

PUBLIC WORKS

- Cleared out drainage culvert at corner of Washington St. and Pine St.
- Prepped flower boxes at Tudor Village for the fall plantings.
- Replaced damaged sign at the corner of Clarendon Ave. and Columbia Dr.
- Contacted Crown Castle regarding missing fence planks at the satellite tower on Wells St.
- Met with GDOT, DeKalb County Traffic Engineering, CW Matthews and Navitus Group to discuss plans to repair looping issues with the traffic lights along the newly paved sections of US 278.

- Site Visits-18
- Grass Violations-3
- Sign Violations-25
- Household Waste Removed-24 tons
- Yard Waste Removed-7 tons
- Special Pick-ups-4