



MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: September 19, 2014

SUBJECT: **WEEKLY REPORT**

CITY MANAGER'S OFFICE

- City Staff met with another Main Street Start-up community. They are interested in helping a resident open a brewery and have requested our assistance.
- The first monthly report associated with the Feasibility Study Grant was prepared and sent to the Atlanta Regional Commission.
- Staff met with the Atlanta Regional Commission and the Feasibility Consultant regarding the demonstration project and progress. The group walked a portion of the corridor to brainstorm ideas. A date will be selected soon for the demonstration project.
- A discrepancy was discovered between existing documentation pertaining to the Historic District boundary. The Board of Mayor and Commissioners (BOMC) determined that the Historic Preservation Commission should review the materials and make a recommendation to the BOMC regarding the appropriate boundary.
- An organizational meeting was held with the consultant for the MARTA Overflow Parking Lot Project and MARTA representatives. The consultant team will provide the City and MARTA with a proposed schedule.
- Staff met with a regional director of philanthropy and donor relations from the D.C.-based ALS Association (ALSA). The representative thanked the City for its ongoing support through the Labor Day Race ALS fundraiser, and shared the nonprofit's annual report.

- The City received a \$5,998.67 Safety Liability Grant from the Georgia Municipal Association to purchase safety items for the Police Department and Public Works Department.
- Stratford Green is petitioning to be annexed into the city, and staff is currently reviewing their annexation application. There are several items that will need to be added to the application. Once staff has completed the review, the Planning and Zoning Board and the Board of Mayor and Commissioners will review the application.
- City staff participating in the Wellness Program attended an informative seminar on improving blood pressure. A registered dietician from DeKalb Medical led the seminar.
- The August 2014 Financial Statement was reviewed. The total General Fund revenues for the month amounted to \$213,914.66 and the total General Fund expenditures for the month amounted to \$261,112.97. The cash balance in the General Fund operating account, General Fund Reserve and the combined investments totaled \$1,247,149.80.

PUBLIC SAFETY

- The AEPD is currently testing body cameras to determine if the devices will become an issued item for mandatory use by officers. The department has been reviewing the possible use of the system since last year, but data storage and retrieval are two issues still being addressed. Currently, all patrol units of the AEPD are equipped with digital recording systems; the addition of body cameras would record events outside of the patrol units' view.
- Ofcr. Brand and Public Works Director Oscar Griffin assisted with a Museum School kindergarten field trip to City Hall. The students were divided into three (3) groups of 20 and taught about the Police and Public Works Departments. The visit included demonstrations of vehicles and equipment from each department.
- Chief Broden continues with the updating of the Department's Operations Manual for the Police Department.

PUBLIC WORKS

- Followed-up with Georgia Power regarding a street light that is out on the corner of Coventry Close and S. Avondale Road.
- Contacted DeKalb County Watershed about a possible erosion issue on Forrest Blvd.

- Followed-up with DeKalb County Watershed regarding the removal of steel plates throughout the City.
- Backfilled a sink hole on Exeter Road.
- Removed American flags that were installed for the 9/11 Memorial.
- Limbed up trees and cut back bushes in several areas throughout the City.
- Followed up with the electrician about the repair of the light fixture on the Berkeley Path.
- Installed six (6) new 25 mph signs and posts along Clarendon Place and Dartmouth Ave. near Willis Park.
- Installed asphalt on Berkeley Path to widen entrance from Avonwood.
- Contacted DeKalb County Traffic Engineering about the traffic light not functioning properly at Clarendon Ave. and S. Avondale Road.
- Installed AutumnFest banners.
- Site Visits-19
- Grass Violations-6
- Sign Violations-6
- Household Waste Removed-26 tons
- Yard Waste Removed-10 tons
- Special Pick-ups-6