



## MEMORANDUM

TO: Board of Mayor and Commissioners

FROM: Clai Brown, City Manager

DATE: January 9, 2015

SUBJECT: **WEEKLY REPORT**

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### CITY MANAGER'S OFFICE

- The City has been selected as a top 10 finalist in the small employers category of the Atlanta Business Chronicle's Atlanta's Healthiest Employers Awards. The winner will be announced on February 12<sup>th</sup>.
- The contract between the City and the State Properties Commission (SPC), which represents the Department of Juvenile Justice (DJJ), has been signed by the Downtown Development Authority (DDA) and forwarded to SPC for signature. The DDA assisted the DJJ in contracting with MARTA to lease space at the Kensington MARTA Station for much-needed parking.
- The consulting team for the Feasibility Study (downtown road diet and intersection improvements) discussed next steps with staff. Concept plans and a timeline for public involvement are being developed.
- As part of the Main Street Program, the City is eligible for low-cost design services. City staff met with Main Street designers to discuss possible design options for the Public Works facility.
- The Infrastructure Application for grant funding from the Atlanta Regional Commission is now available. Staff and the consulting team reviewed the application to formulate questions for the upcoming application meeting. This application is for the main source of funding available for U.S. 278. It is due in April.
- Mayor Pro Tem Giager, City Manager Brown, Finance Director Turner and other members of the DeKalb Municipal Association attended a meeting held by the newly elected DeKalb County Commissioner Nancy Jester and Jay Vinicki,

DeKalb County Director, Policy Research for the DeKalb CEO. The purpose of the meeting was to explain to the cities the proposed 2015 county budget and the possible impact on city tax payers.

- The City held an informational welcome meeting for the Stratford Green Townhomes community, which was annexed into the City limits January 1<sup>st</sup>.
- The City of Avondale Estates is designated an Opportunity Zone. The City is required to complete a year-end report which includes tax values, building permits issued, business licenses issued, approximate public and private investments, approximate vacancy rates, code enforcement activities, approximate number of abandoned, obsolete or dilapidated buildings, crime stats (pending) and newspaper documentation of undertakings and events in the Opportunity Zone. Staff completed the report.
- The monthly report for the Livable Centers Initiative (LCI) Feasibility Study has been completed. This report outlined the funds expended and activities, meetings and progress in the prior month. Staff outlined meetings with the consultant and the efforts to organize the successful demonstration project, which occurred on December 6<sup>th</sup>. The January monthly report will outline the Demonstration Project.
- City Manager Brown watched a state legislative session preview webinar by Georgia Municipal Association's Governmental Relations staff. Next week, the Georgia General Assembly convenes for its 40-day session. Numerous bills affecting cities will be considered, from transportation funding to private probation regulation.
- The City of Avondale Estates January-February 2015 newsletter is being mailed out this week. View the newsletter schedule, current issue and past issues here: <http://www.avondalestates.org/newsletter.html>.
- Staff wrote a draft RFP for a new City website and expects to move forward on the City branding and website projects this month. Relevant documents are being updated.
- Associates participating in the Wellness Program attended a nutritionist-led class on the DASH Diet for healthy weight loss and lower blood pressure.

## **PUBLIC SAFETY**

- In-Service Training (classroom) session was completed for the year 2014. All AEPD officers met or exceeded the number of hours required to maintain their Peace Officers Standards and Training (P.O.S.T.) state certification and power of arrest.
- Cpl. Conroy, Department Training Officer, conducted a TASER recertification class for the DeKalb County Marshall's Office. AEPD and the Marshall's Office

assist one another with training, using each agency's training officers and facilities.

- The monthly Command Staff Meeting was conducted. End-of-year activities, the 2014 budget, upcoming training, scheduled events and personnel were discussed.

## **PUBLIC WORKS**

- Repaired pothole at the corner of South Avondale Road and Fairfield Drive.
- Dispatched electrician to replace a faulty GFI outlet on a decorative light pole in front of the Tudor Village.
- Laid new pine straw at Lake Avondale.
- Contacted an arborist to inspect an Oak tree at 18 Clarendon Avenue. The tree was removed and the stump was grinded. The arborist also inspected and removed dead limbs from a tree on Wiltshire Drive.
- Followed up with Georgia Power on the following: a streetlight at Kensington Road and Covington Highway; replacing the fixture on a newly installed decorative light pole; and repairing a light fixture on East College Avenue and Laredo Drive at the North Clarendon Avenue intersection.
- Contacted DeKalb Watershed regarding a water leak on Franklin Road.
- Replaced old traffic signs and posts in the Stratford Green Townhomes.
- Hosted Bring One for the Chipper, an annual Christmas tree recycling program that turns the trees into mulch for playgrounds, local government beautification projects and individual yards. The City has collected 250 trees and counting. The trees will soon be chipped by City-based Arboguard Tree Specialists.
- Site Visits-15
- Sign Violations-14
- Household Waste Removed-29 tons
- Yard Waste Removed-17 tons
- Special pick-ups-11