



**City Manager  
Monthly Report  
Report Ending June 11, 2021**

## PUBLIC WORKS

### Construction Projects:

- Peeler Road Sidewalk- Construction 57 continues to work between Equestrian Way and DeKalb Avenue with 700 feet of curb and sidewalk completed at this section. Minor traffic delays will continue on Peeler Road.
- Tilly Mill Sidewalk- Lewallen Construction has completed 98% of all concrete work. The paving began on June 1<sup>st</sup> and should be substantially complete by mid-June. The project should be substantially complete in July. Minor traffic delays will continue on Tilly Mill Road this month.
- Spalding at Chamblee Dunwoody Intersection- The curb and sidewalk is 70% complete on Spalding Drive south of Chamblee Dunwoody Road. The stormwater pipe installation will begin on the west side of Spalding Drive in June. Minor traffic delays will continue on Spalding Drive.
- Olde Village Run Sidewalk- Autaco completed 1,500 feet of sidewalk in May and is approximately 70% complete with the project.
- 2021 Paving- Blount Construction completed the paving in the Branches and is 60% complete with all paving. The manhole adjustments will continue in June and paving will resume in July.
- Mount Vernon Place Sidewalk- The utility location is underway and Autaco plans to begin construction the week of June 14<sup>th</sup>.
- Georgetown Gateway- A notification of upcoming utility work was sent to adjacent property owners. The tree removal for the relocation of utilities is planned for the week of June 14<sup>th</sup>.



*Sidewalk on Peeler Road*

### Other Highlights:

- The stormwater pipe replacements on Old Spring House Lane and Ball Mill Court has been completed.
- The department received approval of the stormwater utility annual report from Georgia Environmental Protection Division (EPD).
- A virtual public engagement is open in June for Vermack Road sidewalk and Dunwoody Road sidewalk projects.
- The easement acquisition for Winters Chapel Path Phase I has been completed.
- The easement acquisition is beginning for Chamblee Dunwoody Road at Womack Road intersection project.

**Workload/Activities:**

- The stormwater maintenance is complete on Village North Court, Delverton Drive and Womack Road. The street repairs are complete on Maclaren Circle, Mount Vernon Road, Roberts Drive, Congress Circle, Pullman Court and Perimeter Center West.

## POLICE

### **Other Highlights:**

- Officers worked the Arts Festival, including Officer Martin and K9 Hank.
- While on a call for service, a U-Haul truck sideswiped one of our police vehicles.
- In partnership with the Georgia Department of Revenue, Officers conducted another underage alcohol detail. There were 25 businesses checked and 4 businesses cited for selling alcohol to a minor.
- The North Metro SWAT was activated in Sandy Springs related to a suspect involved in a shooting and was barricaded in his apartment. The suspect later surrendered.

### **Workload/Activities:**

- Officers responded to a Domestic Violence call where the offender was threatening to kill the victim. Officers located the suspect banging on the front door and armed with multiple knives. The suspect was arrested.
- While responding to a separate call, an Officer was almost hit head on by an oncoming vehicle. A traffic stop on the vehicle revealed the driver was intoxicated.
- Officers responded to a Person Stabbed call and located the victim who had been stabbed in the head with a butcher knife. The victim was transported to the hospital and Officers secured a warrant against the suspect for Aggravated Assault.
- Officers responded to a possible Person Shot call at Pernoshal Park. The victim said two subjects in his car got into an argument. When one pulled out a gun, he got out of the car and ran to call the police after hearing a gunshot. When he returned, his car had been stolen. He received word that one of the subjects was shot in the arm, but Officers have been unable to confirm or locate a victim.
- Officers responded to a Person Hit by Auto call on Perimeter Center West. The victim stated his girlfriend pulled a knife on him and when he jumped out of the car, she backed into him knocking him down. The investigation is continuing.
- While on a routine patrol in the area of N. Shallowford and Dunwoody Park, an Officer heard 5-6 gunshots. They were unable to locate any victims or suspects.
- Officers responded to a dispute where a female was driving through a parking lot the wrong way and a male walking in the parking lot allegedly used the "N" word.
- Officers responded to an attempted suicide call of a female. The victim was transported to the hospital for treatment.
- Officers located a broken window at the old California Pizza Kitchen building and located signs someone may have been using the building as a shelter.
- Officers responded to an office burglary at 1 Ravinia Drive.

- Officers responded to a Theft of sunglasses from the Sunglass Hut at Perimeter Mall. The Loss Prevention Officers located the female outside the mall with her three children and they fled the scene. The suspect dropped several bags, which included stolen merchandise from the Sunglass Hut, H&M, Victoria Secret, Lids, Zumiez and Von Maur.
- Officers responded to a call of a Disorderly Person at a sober living facility. The subject agreed to go the hospital for treatment. However, he jumped out of the American Medical Response (AMR) ambulance where he became disorderly and was arrested.
- Officers responded to the report of a 4-year-old child walking along the side of Peachtree Industrial Boulevard (PIB). After an extended time, Officers were able to locate a parent and the Department of Family and Children Services was notified and responded to the scene.
- Officers responded to a tree down on N. Peachtree near Peachtree Charter Middle School.
- Officers responded to a rollover crash on I-285 with injuries and one driver was arrested for Driving under the Influence (DUI).
- Officers discovered plastic wrap had been used to string between poles in the parking lot of Dunwoody High School to prevent anyone from parking. Officers spent almost an hour taking the plastic wrap down.
- Officers responded to a Fraud in Progress at Hobby Lobby. The suspect was trying to return items purchased with a fraudulent credit card. After a short chase, the suspect was arrested. The suspect was also in possession of multiple credit cards and a credit card reader.
- Officers responded to a deer injured on a fence and Officers euthanized the deer.
- Officers responded to a domestic stand-by call. During the course of the call, one of the subjects produced a pound of marijuana and two subjects were arrested for Possession of Marijuana with Intent to Distribute.
- Officers responded to the Tastee Spoon to a shots fired call. Two subjects got into an argument. The suspect pulled a gun and the victim attempted to throw a vase at the suspect and he fired a round, which missed the victim. The suspect and victim left the scene, but the suspect was located and arrested.
- A subject rummaged through guest's luggage at a hotel and stole a cell phone and keys to a vehicle. Officers were able to locate the subject and arrest him.
- Officers responded to a report of a missing person from Gillys. The employee disappeared and his location is unknown. Detectives are investigating.
- Officers responded to a domestic dispute at an apartment. Two subjects got into an altercation where one subject keyed the car of the other. The subject driving the car drove at the other person multiple times attempting to strike the subject. Officers arrested both parties.
- Officers responded to a report of a missing Alzheimer's patient. The subject was located a short time later.

- Officers responded to a business where a subject was armed with a gun, but no law was broken.
- Officers responded to a report of the victim's Mezuzah removed and thrown in the trash.
- Officers responded to an attempted suicide by a 14-year-old female who was transported to the hospital for treatment.
- Officers responded to the recovery of a stolen vehicle at Ashford Dunwoody Road and I-285. The vehicle was stolen from Fire Station #18 while the driver was servicing a fire truck.
- Officers responded to an attempted suicide call and the victim was transported to the Hospital after cutting her arms.
- Officers responded to a fight call where a co-worker stabbed the victim with a pitchfork in the arm causing a fracture.
- Officers responded to the report of a Missing Person and a Mattie's call was issued.
- Officers responded to a call where a male subject was chasing two females to their vehicle, screaming at them and then kicking their car. Officers located the subject who was experiencing a mental health crisis. He was transported to the Hospital for treatment.
- Officers responded to a Person Shot call in the area of the parking deck at Embassy Suites. An unknown black male suspect shot a male subject in the stomach. The Detectives are continuing their investigation.
- Officers responded to Pernoshal Park where two vehicles had been broken into.
- Officers responded to the Verizon store where a suspect entered the store and discussed purchasing three iPhones. The suspect then snatched the phones off the counter and ran.
- Officers responded to a Theft call where a victim's cellphone was stolen. Officers were able to track the phone via the "find my iPhone" app and locate the suspect's vehicle, suspect and phone in Gwinnett County. The suspect was arrested.
- Officers responded to Peachtree Place Parkway to, a person shot. The victim was found alert and conscious with a shot in the leg. Detectives are investigating.
- Officers received a License Plate Reader (LPR) hit for a missing person. The subject was located and found to be ok and in need of no assistance.
- Officers responded to a disorderly person call at an apartment complex. The subject appeared to be experiencing a mental health crisis and barricaded himself in the apartment. Officers were able to talk him out of the apartment and get him the assistance he needed.

## PARKS

### **Major Projects:**

- The Austin demolition work is complete, with the exception of construction fencing and removal of the silt fencing.
- The Waterford Park Ribbon Cutting took place on June 3<sup>rd</sup>.
- The work has started on the new connection sidewalk at Brook Run Park linking the big pavilion with the Dog Park and the lower parking lot at the Community Garden.
- The water features at all parks are up and running for the summer.
- The City hosted a successful, Kids to Parks day in May. The Parks staff entertained 225 guests with a free King of Pops and Camp Gladiator workout.
- The City hosted a successful Memorial Day ceremony with over 300 in attendance. The ceremony was well received by the community.

### **Other Highlights:**

- The Community Garden parking lot expansion has been completed.
- The parking lot patching repairs are complete at the Library and Art Center.
- The pavilion rentals are picking up at all parks and athletic fields, with most weekends full at Brook Run for July - September rentals/events.
- The recreation staff added a walking and running group that meets weekly at Brook Run as well as a Flag Football camp through Atlanta Youth Camp and the National Football League.
- The Summer program registration is in full swing. The department has 22 registered for Ultimate Frisbee Camp, 18 registered for Paint like a Ross, 7 registered for the second session of YOGA, and 4 registered for Code Wiz Summer Camp.
- The Step Challenge ended the end of May with 69 participants.
- Groovin' on the Green is back! Josh Gilbert Band and two food trucks have been secured for the June 12<sup>th</sup> kickoff. A 70's theme, which coincides with Perimeter Malls' 50<sup>th</sup> Anniversary, is scheduled for July 10<sup>th</sup>. The season will close on September 11, 2021.

### **Workload/Activities:**

- The department is working with SGS Engineers for roof repairs on the Veterans Memorial.
- The department is responding to rental questions, emails and voice mails for the fields and pavilions and posting weekly schedules at the parks.
- The Annex is open and the staff has conducted several tours of the building for new non-profit groups.

- The department is updating the website calendar for programs, events and partner events.
- The department is planning a Kids Back to School Bash, which will likely occur July 24<sup>th</sup> or July 31<sup>st</sup> to include a DJ, activities from our partners and food vendors.
- Coordinating Partner events and programs for next release of Dunwoody Digest.
- A professional photographer is scheduled for June and July to capture new and expanded programs and the pictures will be used for social media in the Dunwoody Digest and L.E.A.F.



## COMMUNITY DEVELOPMENT

### **Major Projects:**

- The department completed 566 building inspections.
- The department issued 131 new permits.
- The City engineer and erosion control team completed 46 site inspections.
- The code enforcement team had 171 inspections, issued 37 warning notices and 20 vacant properties inspected.
- The department presented two text amendments to the City Council for a second read. The fence height ordinance failed to get a second motion and the Planned Development district was approved May 10<sup>th</sup>.
- The Lazy Dog restaurant is underway and the landscaping installed.
- The Target store and Food Hall at Ashford Lane received their permits to begin construction to update the look and feel of the area.
- Target is on schedule to start construction and has a tent in the parking lot with storage containers on-site.
- The Food Hall at Ashford Lane has started construction.
- The Sustainability Committee forwarded the Sustainability Plan, which was adopted by City Council on May 24<sup>th</sup>.
- The department presented an overview of impact fees to City Council.
- The City Council approved the Planning Development district text amendment and heard the first read for two new entertainment districts.
- The Planning Commission reviewed the new sign code and recommended approval and will be presented to City Council on June 14<sup>th</sup>.
- The department presented one residential variance case to the Zoning Board of Appeals (ZBA) in June, which was approved.
- The Planning Commission does not have a meeting in June, therefore will hear the Village code in July for the two parcels previously omitted.

### **Other Highlights:**

- The department conducted a monthly apartment sweep at 4580 Barclay Drive.
- The code enforcement team removed 69 signs.
- Code Officer Jeff Harris attended the Municipal Separate Storm Sewer System (MS4) certification training.
- The department achieved an agreement with the developer for Townsend at Perimeter to repair the erosion control at the bicycle trails.
- The interior renovations at Walmart has been completed.
- The City engineer will transfer bonds to the finance department and create a new process for bond administration.
- Public Works and Community Development met with the owners of Cedar Chase to look at water issues.

- The staff met with the former Goldkist owners and the development authority to discuss the plans for the site, which will be renamed Campus 244.

**Workload/Activities:**

- The department received 151 new applications for plan submittals.
- The department received 244 business license applications and received \$301,179 in revenue.
- The department received 142 non-business license applications and received \$459,107 in revenue.
- There were 256 outstanding business license accounts in 2020.
- There are 886 outstanding business license accounts in 2021.
- The department is preparing a semi-annual code overhaul for Planning Commission, which will include concurrent variances.
- The department is preparing an ancillary tasting text amendment for City Council.
- The City Council extended the moratorium on two parcels in Dunwoody Village with slight modifications.

## ECONOMIC DEVELOPMENT

### **Major Projects:**

- The Economic Recovery Advisory Committee was formed to advise the Mayor on short-term recommendations to facilitate the recovery of Dunwoody's key economic sectors from the COVID-19 crisis and longer-term strategies for systemic change that creates a more vibrant economy into the future.
- The Economic Development department is taking the lead on the \$150,000 Community Development Assistance grant the city recently received from the Atlanta Regional Commission to create a shared economic vision for the Perimeter Dunwoody commercial market.
- The Urban Redevelopment Agency has selected Colliers as the Broker for the 2.5-acre commercial site. This is the final parcel associated with Project Renaissance and is planned for a restaurant focused retail node.
- CARES Act Funding - The City Council approved the CARES Funding for Economic Assistance on November 9, 2020
  - Small Business Assistance Grant - The applications have been qualified through the Dunwoody CARES Website and the funding amount of \$2,084,006 has been allocated.
  - Al Fresco Matching Grant - The next phase of the Al Fresco program will include larger investments directly with property owners to support the development of common "gathering places and pocket parks" that will be shared assets between multiple tenants.
  - Entrepreneurship Program - The Entrepreneurship Program is coming soon.
  - Tourism Marketing Campaign - The campaign is complete.

### **Other Highlights:**

- Economic Activity -
  - The Centene Corporation leased 51,000 square feet of office space in the South Building at the Terraces. Dunwoody's office vacancy rate is down to 20% due to 411,000 square feet of net absorption over the past 12 months.
  - Bar(n) has announced a lease at the Courtyard in Dunwoody Village that will kick-off renovation of the courtyard space and investment by the Development Authority in new furniture and fixtures.
  - Royal Spice celebrated their one-year anniversary and the Hummus & Pita Company held a ribbon cutting.

### **Workload/Activities:**

- The department conducted 76 business retention calls.
- The department conducted 31 business recruitment calls.

## INFORMATION TECHNOLOGY

### **Major Projects:**

- Transition of Desktops to Laptops: All laptops are imaged and the department is working with employees to schedule for the exchange on several laptops.
- Migration to cloud for email and Barracuda – Stage 2 of the migration is in progress and the continuation of email cleanup and configuring cloud environment. The date of completion is scheduled for July 15, 2021.
- Sentinel One Migration: The department is pushing out application to all computers and the project completion date is June 12, 2021.
- Zoom CallRec for PD upgrade to software: The kick off meeting occurred on May 20, 2021 and the department is waiting for a schedule from Eleveo.
- Tornado Siren: The department met with a vendor at Brook Run Park and the initial configuration and initial test have been completed with the final stages progressing and a completion date set for June 15, 2021.

### **Workload/Activities:**

- The department has 241 helpdesk tickets open this period.
- The department has closed 232 helpdesk tickets this period
- The department has hosted 23 zoom meetings.

### **COVID-19 Update:**

- The department continues to host Hybrid and Virtual-Only Zoom Meetings.
- A member of staff is working on site and for all hybrid meetings.

### **Future Projects:**

- Annex Host and SANs (Storage Server) configuration
- KnowBe4 Procedures
- Network and Power Redundancy
- On Site Back End Phone System update
- Security Assessment
- Server Room Updates

## COMMUNICATIONS / MARKETING

### Major Projects:

- Dunwoody Digest: The department produced the first print edition since April 2019.
- Bike Month: Corners Outreach helmets + lights giveaway, social media posts, [video](#) (2K views)
- AAPI Heritage Month: Social media posts, live stream, videos



### Other Highlights:

- Midweek Music: promoting new initiative to support local restaurants during struggling lunch hour
- "Inside Dunwoody" by City Manager Eric Linton: June newsletter focused on parks.
- Ribbon cuttings: Waterford Park (video views – 4.4K), Village Threads (3K views), Royal Spice Indian Restaurant (2.7K views), Hummus & Pita Co. (2.6K views)

### Workload/Activities:

- Press releases: ARC grant, mask update, in-person Memorial Day Ceremony, new Sustainability Plan, 2021 real estate valuations, electronics recycling, 2 sidewalk projects, Waterford Park, Summer concert series
- Memorial Day Ceremony: Crier ad + live stream (860 views)
- Created and shared D-news: [May 14](#), [May 21](#), [May 28](#), [June 4](#); Created and shared Dunwoody Ambassador opportunities: [June 2](#), [May 14](#)

### May 2021 stats:

- The department issued 5 press release and received 22 media inquiries, [link to coverage](#)
- The department produced 12 videos for social media: 19.8K total views (Village Threads was most popular); 2 Council meetings - 679 total Facebook views
- Top posts: (Facebook) Corners Outreach vaccines, (Twitter) May is #BikeMonth (Instagram) Amphitheater DHS band performance

### Coming up:

- The Dunwoody Digest will arrive in mailboxes in late June/early July.
- The department is planning a photo opp for the Vermack park purchase signing, date to be determined.

- The department is planning a ribbon cutting for the Tilly Mill sidewalks, targeting early July.

### FINANCE

#### **Major Projects:**

- Mauldin & Jenkins, LLC Auditors have finalized drafts of the Comprehensive Annual Financial Report (CAFR) and have reviewed the reports with the Audit Committee.
- DeKalb County released estimates for the 2021 Tax Digest. The department has been working to establish the new millage rate accordingly.
- The department continues to work on requirements for the Vermack properties and the closing; the environmental phase I study and appraisals are complete.
- Finance is working with Public Works and Community Development on the changes in the laws for Small Cell Towers, ensuring that the annual fees are in alignment with the permits.
- The department is working with the IT department to secure the managed file transfers, in transit and at rest, so we can move forward with the Automatic Transfers to vendors in place of the traditional checks.
- The department received 23 submissions for the Request for Qualifications (RFQ) 21-04 Economic Development Consultant Services.
- The iWorQ testing continues with Community Development for online options with data uploaded into iWorQ and online options streamlined. The pilot testing is underway.
- The Monthly Financial Report for April 2021 can be found at:

<https://www.dunwoodyga.gov/Home/ShowDocument?id=1610>

#### **Other Highlights:**

- The department continues work on building a Risk Management Program that extends to all departments within the City in order to mitigate future risks.
- The department has been working with other departments on the Capital use of Funds. The City projects for SPLOST and Hotel Motel revenues scheduled to increase for this fiscal year and recommendations will be made for budget amendments in the upcoming Council meetings.
- The Finance team continues reviewing the non-profit applications for CARES Funding Grants as they come in and continuing the review and issuance of Small Business Grants that have been approved by Mayor and Council.

### MUNICIPAL COURT

#### **Workload/Activities:**

- The department disposed more than 283 cases and 62 cases reset.
- The department completed the May amnesty program and disposed of 56 cases, totally \$12,962.00 collected in past due fines and fees.

### CLERK

#### **Workload/Activities:**

- The City Clerk's Office processed 383 Open Records Requests for the period May 3, 2021 - June 7, 2021.
- The City Clerk facilitated the signing of seven contracts.
- The City Clerk published the summary and minutes of the May 10, 2021 City Council meeting.
- The department prepared Council Chambers and conference rooms for Hybrid City Council meeting and assisted with any needs for the meeting.
- The department compiled and published the agenda and agenda packet for the May 19, 2021 Dunwoody Art Commission special called meeting.
- The department compiled and published the agenda and agenda packet for the May 20, 2021 Development Authority meeting.
- The department compiled and published the May 24, 2021 City Council meeting agenda and agenda packet.
- The department compiled and published the May 26, 2021 Urban Redevelopment Agency (URA) meeting agenda and agenda packet.
- The department published the summary of the May 20<sup>th</sup> Development Authority meeting, May 24<sup>th</sup> City Council meeting and May 26<sup>th</sup> Urban Redevelopment Agency meeting.
- The department reviewed and approved the financial transactions and departmental expenditures for the City Clerk's office for the month of May.

### HUMAN RESOURCES

#### **Other Highlights:**

- The City filled a position for a new Police Officer and continues to recruit for Police Officers.
- The City is interviewing for one open Records Supervisor position.
- Human Resources collaborated with the Police Department on the promotional processes for Deputy Chief, Major and Lieutenant.

- Human Resources published a new performance management system, including a new performance evaluation form, two new related policies, and an amendment to the Employee Handbook.
- The department published the next video in the 2021 Nutrition Series sponsored by the Wellness Committee.