



**City Manager
Monthly Report
Report Ending November 19, 2021**

POLICE

Other Highlights:

- Sergeant Sanders, Lieutenant Krieg, and other North Metro SWAT team members were recognized by the 300 Club of Atlanta for their response to the SWAT call out of the Wanted Person who shot at responding Officers in Sandy Springs.
- An Officer driving to work was sideswiped by another vehicle.
- North Metro SWAT was called out for a Search Warrant on Home Invasion crew that was responsible for over 20 Home Invasions in Sandy Springs and Atlanta. One suspect was arrested.
- While on a call for service, two Officers were stung by multiple bees.

Workload/Activities:

- Officers responded to a report of a Person Shot. A man observed someone breaking into his vehicle. When he shouted at them to stop, one of the suspects fired several rounds striking an uninvolved male in the leg and the suspects fled the scene. Chamblee Police Department got into a chase with the suspects later in the morning and was able to arrest five suspects after they crashed.
- A large tree fell across Perimeter Center East.
- Officers responded to Peachtree Industrial Boulevard to a report of a Hit and Run. A vehicle struck the front of a building and fled the scene. The vehicle was located not far from the scene and was towed.
- Officers responded to a report of a Person Not Breathing. A 22-year-old male was located and appeared to be suffering from an Overdose. Two doses of Narcan were delivered and the victim was then transported to the hospital.
- Officers responded to I-285 near Chamblee Dunwoody Road to a report of a female Driving Slowly on I-285 and possibly bleeding. An abandoned vehicle was located on the Interstate and a female was located walking in the fast lane. The female had a self-inflicted cut to her wrist and was in a mental health crisis. The subject was transported to the hospital.
- Officers responded to a report of a Runaway. A 14-year-old left a note with her family saying she was leaving. The female was located the following day.
- Officers responded to a License Plate Reader hit for a Stolen Tag. The vehicle was located and impounded.
- Officers were dispatched to a Dispute between two security guards at Perimeter Mall. One subject was arrested.
- Officers responded to a report of a Peeping Tom. A black male was observed looking in the window of an apartment. The subject could not be located.

- Officers responded to a report of Criminal Damage to Property. The estranged husband of the victim was staying with a friend. The estranged husband punched out windows in the garage door, smashed the windshield to the homeowner's vehicle, and busted several bottles of wine from the homeowner's vehicle. The suspect was located in Forsyth County and arrested.
- Officers responded to a report of a suspect Exposing himself on the Chamblee Dunwoody Road ramp from I-285. The male fled from Officers but was eventually located and transported to a hospital due to his erratic behavior.
- Officers responded to a report of Vandalism at an apartment complex on Peachtree Place Pkwy. An unknown person sprayed the side of a building with graffiti.
- Officers responded to a License Plate Reader hit of a Wanted Person. The subject was located and arrested.
- Officers responded to a report of a Traffic Crash involving a tractor trailer at Ashford Dunwoody Road and the entrance to I-285 westbound. The tractor trailer destroyed a traffic signal electrical box.
- Officers received a License Plate Reader hit of a Stolen Vehicle. When Officers located the vehicle and attempted to stop it, the driver fled from the Officers. Officers did not pursue because of our pursuit guidelines.
- Officers responded to a report of a Theft. The victim was shopping at Wal-Mart when a black male subject took her purse out of her cart and left the scene.
- Officers received an alert about a Stolen Auto through Sirius XM Radio. Officers were able to locate the vehicle.
- Officers received a License Plate Reader hit on a Wanted Person. The vehicle the person was driving was located and the subject was arrested.
- Officers responded to a report of a subject that refused to leave a business and, instead, exposed himself. The subject had left the scene prior to Officer's arrival; however, we were able to identify the suspect and secure warrants.
- Officers responded to a Fight between two employees at a business. One subject had already left the scene and the other employee was asked to leave.
- Officers responded to Fight call between two employees at another business. A table of guests didn't want one employee to be their server anymore and left the tip with the second employee. The first employee became upset and attacked the second employee and left before Officers arrived. A warrant for her arrest was secured.
- Officers responded to a report of a Traffic Crash with injuries on I-285 at N. Shallowford Road. There were multiple injuries and 4 of 5 lanes were shut down for almost one hour.

- Officers responded to a License Plate Reader hit of a Stolen Auto. The vehicle was in a neighborhood where several cars had entered, and video evidence revealed what appeared to be 5 to 6 juveniles in the car.
- Officers responded to a call with a person in a Mental Health Crisis. A female had broken the shower door and placed the glass pieces in a bathtub full of water. The female was in the tub with the glass and attempted to hurt herself. DeKalb Fire was able to use a comforter off a bed to safely remove the victim from the tub and get her to the hospital for treatment.
- Officers responded to a Crash on I-285. A vehicle struck a deer and was disabled in the roadway and two separate vehicles struck the wall while trying to avoid the disabled vehicle.
- Officers received a License Plate Reader hit on a Stolen Auto. As Officers attempted to stop the Lamborghini, the driver fled the scene.
- Officers responded to a report of a Road Rage incident. One motorist felt threatened by another and stopped the car and showed a gun to the other motorist. The motorist who pulled the gun was ultimately arrested.
- Officers responded to a report of an Unconscious Person and located a male who had apparently overdosed. The subject was given two doses of Narcan and transported to the hospital.
- Officers responded to a report of an ATM Alarm in an office building on Perimeter Center Pkwy. Officers located a commercial burglary was destroyed to gain access to the cash. They were unsuccessful.
- Officers responded to a report of an Entering Auto at Brook Run Park. An unknown suspect broke into a vehicle and attempted to use the credit cards at Kroger.
- Officers responded to a report of a Traffic Crash with Injuries on I-285. An unknown SUV driving recklessly struck an 18-wheeler causing the semi to swerve, which caused a chain reaction resulting in a vehicle rolling over multiple times and ripping off the roof of the vehicle. Minor injuries were reported.
- Officers responded to a report of a Structure Fire at Dunwoody Glen Apartments. The kitchen caught on fire and the resident jumped out of the second story window and was injured. The fire was contained.
- Officers responded to a report of a Traffic Crash with injuries on N. Peachtree Road near Barclay. An unknown vehicle turned in front of another vehicle, which swerved and struck a utility pole. The driver was injured.
- Officers responded to a report of Discharging a Firearm call. A resident advised a shot was fired into her apartment from an adjacent apartment. Officers found out a subject had accidentally fired a handgun and had left the scene before Officers arrived. The investigation is continuing.

- Officers responded to an Overdose call and found a 16-year male deceased from an overdose.
- Officers responded to a report of a Disorderly Person. After Officers arrested the intoxicated person, he kicked the rear doors of the police car causing damage.
- Officers responded to a report of an Aggressive Driver call. The victim pulled into the parking lot of the Police Department. As an Officer was getting out of his car to stop the suspect vehicle, it struck the police car and fled the scene.
- Officers responded to a report of a Person Armed, but before Officers arrived, the suspect had fled the scene. Officers were able to locate the vehicle and when they initiated a traffic stop, the suspect fled the scene. There was no forcible felony, so the pursuit was terminated.
- Officers responded to a report of a Theft of a Package from someone's porch. After an Amazon driver dropped off a package, a FedEx driver picked up the package and left the scene.
- Officers responded to a Person Armed call and located a male subject who had retrieved his gun and was chasing several suspects that had entered several cars and stolen items from them. The suspects were able to get away.

PUBLIC WORKS

Upcoming Events: (November 1, 2021 - January 31, 2022)

- Construction bid advertisement for Chamblee Dunwoody at Womack Intersection Improvement Project
- Tilly Mill Road shared use path project public comment period

Major Projects:

- Peeler Road Sidewalk- The final paving has been completed.
- Spalding at Chamblee Dunwoody Intersection- The stormwater pipe installation has been completed, except for the main crossing on Spalding Drive which is being impacted by the presence of multiple water mains and a gas main. Minor traffic delays will continue in the vicinity of the intersection.
- Mount Vernon Place Sidewalk- The sidewalk and paving have been completed. Pavement marking and punch list items are expected to be completed in November.
- Georgetown Gateway- The contractor installed 600 feet of water main from Kent Avenue to Chateau Drive. Atlanta Gas Light is working on service ties to the new gas main. Georgia Power completed pole relocations north of Old Spring House Lane and Comcast began relocating their overhead lines in this area. The city's contractor began earthwork between Kent Avenue and Chateau Drive and expects to begin stormwater pipe work in November. Minor traffic delays will continue on Chamblee Dunwoody Road between 9 a.m. and 4 p.m.
- The Winters Chapel Trail, Phase I site clearing for utility relocation began on October 22nd and is 75% complete.



Georgetown Water Main Installation

Other Highlights:

- The final design for the Ashford Dunwoody Path Phase II has begun.
- The Dunwoody Road Sidewalk final design is beginning.
- The final construction plans for Chamblee Dunwoody at Womack are complete.

Workload/Activities:

- The stormwater staff has responded to 119 service requests, year to date, which projects to be the 2nd highest number in the last 10 years.
- The maintenance crews completed 49 stormwater work orders, 6 street repairs and 11 traffic signal repairs.

PARKS

Upcoming Events: (November 1, 2021 - January 31, 2022)

- December 1, 2021, Holiday Lights lighting ceremony
- January 17, 2022 Martin Luther King (MLK) Day of Service

Major Projects:

- The new sod and fencing installation have been completed at the former Austin School site.
- The Brook Run Skate Park Murals are hung for Dunwoody Arts & Culture Month.

Other Highlights:

- The department planted five trees for Dunwoody Women's Club dedication throughout the parks.
- The Brook Run Pavilion rentals are full, and every weekend is booked through the end of December.

Workload/Activities:

- The staff completed the Athletic Association Usage Agreements for 2022.
- The Request for Qualifications is open for Black History Month mural exhibit, February 2022 and open to all artists. The closing date is November 12th.

COMMUNITY DEVELOPMENT

Upcoming Events: (November 1, 2021 - January 31, 2022)

- **Zoning Board of Appeals**
 - November 4th:
 - ZBA case 21-25: request a variance from Chapter 16, Section 78 to allow a fence in the 75-foot stream buffer.
 - ZBA case 21-26: request a variance from Chapter 27, Section 58 to allow a porch to encroach in the rear setback.
 - December 2nd:
 - ZBA case 21-27: request a variance from Chapter 27, Section 58 to allow a porch to encroach in the rear setback.
 - ZBA case 21-28: requests a variance from Chapter 16, Section 78 to allow a fence in the 75-foot stream buffer.
 - ZBA case 21-29: requests a variance from Chapter 16, Section 78 to allow a new deck to encroach into the 50-foot and 75-foot stream buffers.
- **Planning Commission**
 - January 11th, 2022:
 - Rezoning, 11 Ravinia: Modification of conditions to allow construction of a new furniture store.
 - Rezoning, 1869 & 1873 Peeler Road: Rezoning from R-100 to (Multi-Dwelling Residential (RM-HD) to allow a 14-unit townhome development.
 - Rezoning, Perimeter Center Marketplace: Modification of conditions to allow construction of a restaurant on an existing building pad.
- **Mayor and City Council**
 - November 8th:
 - 2nd read, text amendment to create the Perimeter Mall Entertainment District
 - December 13th:
 - 1st read, text amendments related to party houses and food trucks.
 - January 10th, 2022:
 - 2nd read, text amendments related to party houses and food trucks.

Major Projects:

- The department completed 538 building inspections.
- The finishes at Lazy Dog are continuing.
- Publix Supermarket is in the final phase of construction.

- High Street is planning to move equipment onto the site November 8th.
- The department issued 15 warnings and 6 citations.
- The department completed 141 total inspections, which included 4 vacant properties.
- The staff removed 70 signs.
- The staff received 25 calls for service.
- The code enforcement had one court case.
- The city engineer completed 74 site inspections.
- The department is working with Dunwoody Village Townhomes to close out the project, by conducting inspections on infrastructure, landscaping, curb and gutter.
- October 7th Zoning Board of Appeals (ZBA) case 21-23: A request to allow encroachment into the side setback and increase the maximum lot coverage for the construction of a detached garage was denied.
- Zoning Board of Appeals (ZBA) case 21-24: A request to reduce the required spacing between curb-cuts to allow an existing curb cut to remain was approved with conditions on October 7th.
- City council adopted a new sign code on October 11th.
- The Planning Commission presented two text amendments related to party houses and food trucks on October 12th.
- The permits for High Street have been officially issued and expected to begin in November.
- The department met with the architects for a new hotel at 244 Perimeter Center Parkway and expecting them to apply for permits within the next few months.

Other Highlights:

- The department hired a new permit technician/business license, Rita Gowdy.
- There are several properties expected to file rezoning application on November 2nd, which include, 11 Ravinia, Perimeter Center Marketplace, and 1869 and 1873 Peeler Road
- The department met with Emory regarding the redevelopment at 4553 N. Shallowford. They've scheduled a community meeting for November and are expected to file a rezoning application in December.

Workload/Activities:

- The department received 101 business license payments and received \$132,496.25 in payments.
- The department received 177 non-business license payments and received \$901,210.36 in payments.
- There's a total of 175 remaining 2020 business license accounts outstanding.

- There is a total of 337 outstanding business license accounts for 2021.

ECONOMIC DEVELOPMENT

Upcoming Events: (November 1, 2021 - January 31, 2022)

- November 2, 2021 - Dunwoody Art Commission Meeting
- November 18, 2021 - Development Authority Board Meeting
- December 7, 2021 - Dunwoody Art Commission Meeting

Major Projects:

- The Economic Recovery Advisory Committee has been 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 generate longer-term strategies for systemic change that creates a more vibrant economy into the future. The following two projects have been selected for further study:
 - Small Business & Entrepreneurship Program - The City has hired a consultant to create a strategy for a Small Businesses. The consultant will update the stakeholder committee in November.
 - Hospitality & Tourism Projects - The department is working with Discover Dunwoody to identify Hospitality and Tourism Projects.
- 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 contract will be on the November 8th Council meeting for approval.
- 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. Proposals for the site are being accepted by Colliers.
- The Dunwoody Art Commission approved the art submissions for the Dunwoody Preservation Trust (Carved Mural in Wood) and Spruill Center for the Arts (Steel Butterfly Sculpture on Wall).

Other Highlights:

- Economic Activity -
 - The department held Ribbon Cuttings for Taido America, Red Pepper Taqueria, and AC Hotel.
 - The Mayor and Economic Development Director participated as panelists for the BisNow Central Perimeter Market Update Event.
 - A new Community Ceramic Mosaic at the Spruill Center was unveiled.



MONTHLY REPORT
REPORT ENDING NOVEMBER 19, 2021

- Dunwoody Village – The renovations of the Courtyard in Dunwoody Village are underway to coincide with the opening of Bar(n) the first week of November. Future renovations within Dunwoody Village will be unveiled soon.
- The renovations for Ashford Lane, formerly Perimeter Place, are underway with multiple new restaurants being announced, including Superica, Brown Bag Seafood Company, and Sweetgreen.

Workload/Activities:

- The department conducted 70 business retention calls.
- The department conducted 25 business recruitment calls.

INFORMATION TECHNOLOGY

Upcoming Events: (November 1, 2021 - January 31, 2022)

- November 2, 2021: City Works and Tyler migration to cloud projects begin
- November 2, 2021: Hyland migration to cloud project begins
- November 23, 2021: Tyler Incode in Cloud Go-Live

Major Projects:

- Migration to cloud for email and Barracuda – All users have been migrated and the department is working to restore mailboxes. There are 11 users that were migrated and working to decommission exchange server.
- On Site Back End Phone System update – The interviews for vendors will begin on November 8th and a final decision will be made by November 12th.
- City Works migration to cloud – The evaluation phase will begin on November 1st.
- OnBase – The department will conduct a kickoff call on November 2nd.
- Incode – The Go-Live is scheduled for November 23rd.
- Security Assessment: Trace Security will be completing the Assessment in January 2022.
- The KnowBe4 Reconfiguration and Procedures is continuing.
- The Information Technology Policy and Support Documentation is being drafted.

Workload/Activities:

- The department has 303 helpdesk tickets opened this period
- The department closed 305 helpdesk tickets this period.
- The department hosted 21 zoom meetings hosted.

Future Projects:

- Annex Host and SANs (Storage Server) configuration
- Network and Power Redundancy
- Server Room Updates
- Sharepoint configuration
- Password manager for City Employees

COMMUNICATIONS / MARKETING

Upcoming events (11/01/2021 - 01/31/2022):

- Promotion for Holiday Lights (12/1), Pars Master Planning Open House (12/6) MLK, Jr. Day of Service (1/17)
- Ribbon cuttings: Peeler Road sidewalks (December 15)
- Atlanta Magazine Central Perimeter focus – December issue

Highlights:

- Designing next edition of the Dunwoody Digest: Jan – March 2022
- The staff worked with Economic Development to produce the department’s first art unveilings – Spruill mosaics & Nandina mural
- Georgia Cities Project – Dunwoody in 3D - installed at Dunwoody City Hall
- “Inside Dunwoody” by City Manager Eric Linton: [October newsletter](#) focused on the 2022 budget, [November newsletter](#) focused on economic development



Workload/Activities:

- Graphics: World Series Watch Party share graphic + flyers, Truck or Treat New Date share graphic, November calendar ad for Crier, Economic Development survey share graphic, #GreatDunwoodyCleanup map.
- Video: Veterans Day Ceremony, Walk to School at Vanderlyn , #GreatDunwoodyCleanup preview with public works, DHS homecoming parade with Mayor + Council, Citizen Commendations, Dunwoody Fine Art 50th anniversary, Watch party pitch; Ribbon cuttings: AC Hotel, Taido America, Red Pepper Taqueria, Bar{n}, Yao
- Created and shared D-news: [Oct. 8](#), [Oct. 15](#), [Oct. 22](#), [Oct. 29](#), [Nov. 5](#), [Nov. 12](#); created and shared Dunwoody Ambassador volunteer opportunities: [Oct. 1](#), [Oct. 5](#), [Oct. 30](#); created Georgetown Gateway Project [November update](#).

October 2021 stats:

- The department issued 3 press releases, received 18 media inquiries, 29 articles: [link to coverage](#)

- The department produced 11 videos for social media: 19.7K total views (AC Hotel Opening was most popular); 2 Council meetings - 636 total Facebook views
- Top posts: (Facebook) Watch party + Rosen family ribbons; (Twitter) Police swearing in; (Instagram) Citizen commendations

FINANCE

Major Projects:

- The proposed 2022 Operating and Capital Budgets passed adoption through Mayor and Council with final vote October 25th.
- The Georgia Bureau of Investigations provided training session for Fraud Awareness and included excellent examples of current cases under review.
- Finance worked with the Human Resources department on implementing pay increases for all employees, which went into effect on October 1st.
- A Notice to Award was issued to Practical Design Partners, LLC for Request for Proposal 21-02 Peeler Road Shared Use Path.
- The contract was approved with Dewberry Engineers, Inc. for a Nature Center Drainage Study for the Public Works Department.
- The contract was approved with NV5 Engineers & Consultants for a Dunwoody Road-Subsurface Utility Quality Level "A" Survey Proposal for the Public Works Department.
- A signed/completed Tenant Estoppel Certificate was received from the Emory Clinic, Inc. for 4555 N. Shallowford Road.
- An executed Purchase and Sale Agreement First Amendment was received from Summit Healthcare Group, LLC.
- The department posted a Request for Quote 21-08 Dunwoody Parks and Recreation Black History Month Murals.
- The department posted an Informal Written Quote 21-02 Design of New Shared-Use Path Adjacent to 4545 and 4532 Old Spring House Lane for the Public Works Department.
- The department received two (2) proposals for a Request for Quote 21-07 Pedestrian Safety Action Plan Update Services.
- The department received five (5) bids for Invitation to Bid 21-03 Winters Chapel Road Multi-Use Trail, Phase I Project.
- A Notice to Proceed was issued to CGS, LLC for Invitation to Bid 21-02 Winters Chapel Trail 16P Site Clearing Project.
- A contract was approved with Wade Trim, Inc. for Structural Engineering Support Services for the Spalding Drive at Chamblee Road Project.
- The Monthly Financial Report for October 2021 can be found at:
<https://www.dunwoodyga.gov/Home/ShowDocument?id=1962>

Other Highlights:

- The Finance staff continues to collect information to process payments for vendors using the managed file transfer process.

- The Finance team members continue their professional development with online training.
- The department continues work on building a Risk Management Program that extends to all departments within the city to mitigate future risks.
- The department submitted to Georgia Interlocal Risk Management Agency (GIRMA) grant for safety items.
- The department assisted with last-minute Braves event scheduled for Saturday, October 30th at the shops of Dunwoody.
- The Finance department issued unclaimed property to the Department of Revenue for outstanding checks.

Upcoming Events:

- Finance continues the project with Concur on the implementation of a second policy for Accounts Payable approval. Project should be complete in November.
- Finance and IT staff had a kickoff meeting with Tyler Incode as the department begins the process of moving the financial software to the cloud; project expected to be completed in November.

MUNICIPAL COURT

Workload/Activities:

- The department disposed of over 490 cases and reset 43 cases.
- The department interviewed candidates for the Deputy Clerk position. A candidate has been selected and she is still in background check.
- The Deputy Clerk position is currently still posted

CLERK

Other Highlights:

- The City Clerk and Assistant to the City Clerk were present for the General Election returns process at the DeKalb County Elections Office on the evening of Tuesday, November 2, 2021.

Workload/Activities:

- The City Clerk's Office processed 442 Open Records Requests for the month.
- The City Clerk's Office processed 14 contracts for the month of October.
- The City Clerk's Office prepared all agendas, summaries, minutes, and associated procedures for the following meetings that were held during the month of October:
 - ✓ Three (3) City Council meetings
 - ✓ One (1) Dunwoody Art Commission Meeting
 - ✓ One (1) Development Authority meeting
- The department reviewed and approved the financial transactions and expenditures for the City Clerk's office for the month of October.

HUMAN RESOURCES

Other Highlights:

- The Human Resources Department onboarded the Technology Director into this new City position.
- The city has filled the Deputy Municipal court Clerk position and the Records Supervisor position.
- The city is recruiting for Police Officers and Police Service Representatives and has multiple candidates in the background phase.
- Human Resources administered the Open Enrollment process for all City employees in November.
- Human Resources and Finance administered pay adjustments for City employees.