



**City Manager
Monthly Report
Report Ending September 10, 2021**

PUBLIC WORKS

Construction Projects:

- **Peeler Road Sidewalk:** Construction 57 has substantially completed the curb and sidewalk. The site restoration and paving is expected to occur in the next month with minor traffic delays on Peeler Road.
- **Spalding at Chamblee Dunwoody Intersection:** The progress of stormwater pipe installation was impeded by conflicting underground utilities. Construction 57 will continue placing pipe north of Spender Trace in September and minor traffic delays will occur periodically on Spalding Drive.
- **2021 Paving:** Blount Construction completed resurfacing in Dunwoody North and has now completed all neighborhood streets on the 2021 paving list. The two remaining streets for 2021 are, Peeler Road and Mount Vernon Place, which will be re-surfaced in late September or early October.
- **Mount Vernon Place Sidewalk:** Autaco has completed most of the curb and sidewalk with the remaining work expected to be completed in the next month.
- **Georgetown Gateway:** The contractor completed approximately 240 feet of new water main, and Atlanta Gas Light installed 1,100 feet of new gas main. Georgia Power began overhead power relocation between Old Springhouse Lane and North Shallowford Road. Georgia Power pulled crews off the site to assist with the hurricane Ida recovery. There will be minor traffic delays on Chamblee Dunwoody Road between 9 a.m. and 4 p.m. on weekdays.
- **Perimeter Center East Sidewalk:** Autaco cleared and graded the site. Crown Castle relocated their small-cell pole so that sidewalk construction can begin in September.
- **Winters Chapel Path Phase I:** The department advertised for site clearing bids in preparation for utility relocations.



Mount Vernon Place Sidewalk

Other Highlights:

- **Briers North Stormwater Repairs:** The department lined 159 feet of pipe.
- **North Shallowford Road Path:** An application was submitted to Atlanta Regional Commission for federal funding to complete the design.
- **Vermack Road Path, Womack to Vanderlyn:** The department gathered public input in August.

Workload/Activities:

- The street repairs are completed on William Court, Hallford Court, Ashford Center Parkway, Mount Vernon Road, Perimeter Center West and Waterford Drive.
- The stormwater maintenance was completed on Kingsgate Drive, Mount Vernon Way, Meadowlake Lane, Rochelle Court, Cedarhurst Drive, Dunwoody Glen, Meadowcreek Drive, Concord Place, and Branch Water Court.

POLICE

Other Highlights:

- Officers conducted a Pedestrian Crosswalk and Distracted Driving detail on August 12th. The detail was initiated at Vermack, Parliament, Chamblee Dunwoody Road and Mt. Vernon. A total of 22 citations were issued for crosswalk violations (Vulnerable Road Users ordinance offenses), hands free violations, seatbelt violations and an assortment of other citations.

Workload/Activities:

- Officers responded to a Shoplifting call and the suspect fled from the scene on foot. After a lengthy foot pursuit, the suspect was located and arrested.
- Officers responded to a report of a Domestic Violence where a man pistol whipped his wife. The suspect was trying to break in the house after being locked out. He was arrested after a short struggle and was still armed.
- Officers responded to a call of a person experiencing a Mental Health Crisis. The subject was possibly armed with some type of bladed weapon. The subject was located and transported to the hospital.
- Officers responded to a report of a Traffic Crash involving a bicyclist. A bicyclist was traveling eastbound on Mt. Vernon in the bicycle lane. A vehicle drove past the bicyclist and then made an immediate right turn in front of the bicyclist into the BP station causing the bicyclist to strike the side of the vehicle. The driver checked on the bicyclist and then she fled the scene. The bicyclist had only a complaint of injury and refused treatment.
- Officers received a License Plate Reader (LPR) hit on a Stolen Auto. The vehicle was located, and the driver was arrested.
- Officers responded to an Animal Attack where two ladies were walking through an apartment complex and attacked by a cat. One of the victims fell during the attack and received 12 stitches. Animal Control was contacted.
- Officers responded to a Fraud case at 2 Ravinia Drive where hackers were able to steal approximately \$174,000. The Criminal Investigating Division is investigating.
- Officers responded to a report of Armed Robbery suspects from Chamblee being in Dunwoody. The vehicle fled from Officers at a high rate of speed and Officers lost sight of it. The vehicle was later located in Sandy Springs. While Officers were assisting Sandy Springs Police Department, the vehicle fled and was blocked in at a parking deck. The suspects were arrested.
- Officers responded to an Assault call. The male suspect was located and refused to cooperate. The suspect walked toward Officers after being told to stop. The suspect became combative as he was being arrested. The male was sprayed with pepper spray and later bit an Officer on his thigh.

- Officers responded to a report of a Fraud. The building official was conducting a final inspection for work permitted at 246 Perimeter Center Parkway, they located forged permits. The Criminal Investigation Division is investigating.
- Officers stopped a vehicle and discovered over a pound of marijuana, illegal prescription drugs and a firearm.
- Officers responded to a report of Shots Fired outside an apartment complex but, were unable to locate any evidence of the gun fire.
- Officers responded to a report of a Gas Leak at Chamblee Dunwoody Road at Spalding Drive. The road was closed for several hours.
- Officers responded to a Theft report where a customer of a taxi was refusing to pay. The suspect fled on foot and after a short struggle, he was arrested.
- Officers were called to the location of a possible Drug Deal that happened four days earlier where a group of individuals pulled out firearms and engaged in a gun battle. Officers were able to locate two 9mm shell casings but, did not receive a call to the location when it happened.
- Dunwoody Police Officers assisted Doraville Police Department with a gathering of Street Racers at the QuikTrip on Winters Chapel Road.
- Officers responded to a report of Human Trafficking. Criminal Investigation Division is investigating.
- Officers responded to a report of Cruelty to Children where two 2-year-olds were left in a room by themselves for an extended period. The mother was located and arrested.
- Officers responded to a Traffic Crash involving a pedestrian on Ashford Dunwoody Road at Ashford Center Pkwy. A pedestrian was attempting to chase down a rolling storage cart from CubeSmart Storage. The cart entered the roadway where a vehicle struck the cart, and the cart then struck the pedestrian. The pedestrian was transported to the hospital with non-life-threatening injuries.
- Officers responded to a report of Theft of Services. A suspect ate food and left the restaurant without paying. The suspect was arrested.
- Officers responded to a report of an Armed Robbery at Coronitas Bar & Grill. The victim was struck in the head by a male with a gun and robbed of \$100.
- Officers responded to a report of a Robbery by Force. The victim was approached by a black male who grabbed a bank bag and attempted to flee the scene. The victim chased the suspect and retrieved the bank bag.
- Officers responded to a Camera Alert at Brook Run Park. A subject inside the park apparently cut the lock off the gate.
- Officers responded to a report of an Overdose. The victim was given Narcan before Officers arrived and was transported to the hospital.
- Officers responded to the parking lot of the Kroger on Dunwoody Club Drive at Jett Ferry to assist the Sandy Springs Police Department with a Person Shot call. Two subjects were shot, one of which died at the hospital.
- Officers responded to a report of a Burglary in Progress at The Heights Apartments. While checking the area, multiple suspects fled from Officers, but

Officers were able to locate and arrest the suspects. One suspect fled the scene in a vehicle.

- Officers responded to report of Aggravated Stalking. Officers were able to locate and arrest the female suspect.
- Officers responded to a report of an Injured Deer on Mt. Vernon Road. Officers euthanized the deer.
- Officers located an abandoned Stolen Auto on Lake Ridge Lane.
- Officers responded to a report of a Strong Armed Robbery on Perimeter Center West. The victim was run over by a car and the suspects in the car jumped out after the crash, pistol whipped the victim and took his cellphone.
- Officers responded to a report of a Traffic Crash that started on I-285 westbound and ended up on N. Peachtree Road. The vehicle overturned multiple times and the driver was trapped. The victim was transported to the hospital with non-life-threatening injuries.
- Officers responded to a report of an Attempted Suicide by a 16-year-old. She was transported to the hospital.
- Officers responded to a Person Screaming and located a 16-year-old female from New York. The female was possibly being trafficked.
- Officers responded to a report of a Vehicle Crash on I-285. A wrong way driver struck a vehicle traveling eastbound and then left the scene. The driver of the vehicle that was struck was transported to the hospital.
- Officers were on routine patrol when they heard multiple gun shots around 41 Perimeter Center East. No suspect could be located.
- Officers received a call about a Wanted Person out of Florida. Officers located and arrested a suspect who had outstanding warrants in Florida.
- Officers responded to a report of Elder Exploitation. An elderly person was having trouble with a vehicle and the suspect offered to repair it. The cost then rose exponentially to \$8,400 and the victim had to go to the bank to get the money out. Officers were able to locate the suspect and the investigation resulted in the suspect's arrest.
- Officers responded to a report of Family Violence. A 15-year-old girl was assaulted by her Mother and Grandmother.
- Officers responded to a report of a Vehicle Crash in I-285. The at fault driver fled from the scene, but Officers pursued the suspect and was able to make an arrest.
- Officers responded to a report of a Naked Women at an apartment complex. The female was experiencing a mental health crisis and Officers were able to get her transported to a hospital.
- Officers located 100 high performance vehicles in the parking lot of Best Buy. They were having an ad-hoc car show. The event was well organized with no issues and Officers were visible in the area.
- Officers responded to Brook Run Park after receiving a tip that a large group was coming there to do a Crate Challenge. Eventually, about 50 people showed up with a bunch of crates and were asked not to do the crate challenge and they left.

- Officers responded to a Dog Bite call where a small dog bit a victim on the ankle. The owner of the dog was located, and DeKalb Animal Control was contacted.
- Officers responded to the Waffle House about a report of Shots Fired in the parking lot. An individual in one vehicle shot at another vehicle in the parking lot as they were leaving the scene. Detectives are investigating.
- Officers responded to a report of an Armed Robbery. The victim stated a male armed with a knife and gun took \$200 from him.
- Officers stopped a vehicle for a suspended tag. The driver refused to provide a driver's license and acted aggressive toward the Officer. After attempts to de-escalate the situation, the driver was arrested.
- Officers responded to a Hit & Run Crash. An unknown driver drove his vehicle through the front of the Chevron.
- Officers responded to a report of an Animal Attack. A pitbull got loose and bit an 8-year-old child on the thigh. The victim was transported to the hospital and Animal Control was contacted.

PARKS

Major Projects:

- The staff facilitated the emergency removal and repair of the outfield fence that was destroyed by a storm at the Brook Run Park baseball fields.
- The maintenance crews prepared Brook Run Park for Lemonade Days.
- The Fall/Winter edition of the L.E.A.F was completed and released on September 2nd on Social Media platforms and on the City's website.
- On Saturday August 28th, the department hosted Pics in the Park at Brook Run Park showing, *Jumanji the Next Level*.
- A Bike Rodeo will be hosted September 11th from 9a.m.- 12:00 p.m. at Pernoshal Park.
- Groovin' on the Green for September 11th will feature Greg Drews and the Truth headlining the concert with Highbeams as the opener.
- Truck or Treat will be held this year on October 28th from 5p.m. - 9p.m. There will be an Elton Live Tribute band from 6p.m. - 9p.m.

Other Highlights:

- The staff assembled and installed 4 grills and 15 picnic tables throughout Waterford and Brook Run Parks.
- The new flagpole donated by the Sons of the American Revolution was installed at the Donaldson-Bannister Farm.
- Bob Ross painting classes are full, therefore two additional classes per month have been added through the end of the year to accommodate the demand.
- The department has added, youth dance classes weekly at the amphitheater that will start in October.

Workload/Activities:

- The staff met with engineers for roof repairs on the Veterans Memorial.
- The staff solicited quotes for the connector sidewalk from the Brook Run Park small pavilion to the amphitheater.
- The department is coordinating Partner events and programs for next release of Dunwoody Digest.
- The program staff are currently planning Veterans Day and Holiday Lights Events.

COMMUNITY DEVELOPMENT

Major Projects:

- The building official completed 592 building inspections.
- The building official issued the Certificate of Occupancy to AC Hotel in August.
- The code enforcement teams issued 24 warnings, 2 stop-work orders and 2 citations.
- There were 45 signs removed by code enforcement.
- The code enforcement team conducted 70 inspections.
- The city engineer completed 88 site inspections.
- The team created a timeline and process to address back log of construction cash bonds.
- The department had 2 staff members pass training to be GSWCC, certified soil erosion inspectors.
- The planning team presented three residential variance cases at the Zoning Board Appeals (ZBA), which were approved in August and September. There will be one residential case presented in October.
- The department presented Dunwoody Village rezoning case to the City Council.
- The planning commission heard a variety of text amendments to correct conflicts, provide clarity, and adjust processes for various chapters of the municipal code. This also includes, providing an option for concurrent variances and will be presented to the City Council in September.
- The department had an internal meeting on the revisions to the tree ordinance and will be brought to the City Council in 2022.
- The department started work on text amendments for residential beekeeping regulations and for party houses.
- The City Council had the second reading for the new sign code and will go back to City Council on September 13th.
- The department received 217 permit applications.
- The department issued 156 permits.
- The Lazy Dog restaurant is at the sheet rock stage of construction.
- The First Baptist Church Daycare facility is underway and approximately half complete.

Other Highlights:

- Valerie Hick was hired as a new code enforcement officer.
- The next apartment sweep will be at Dunwoody Village apartments.
- The department is beginning the work to close out the Dunwoody Village Townhouses.

Workload/Activities:

- The department received 210 business license applications and took in \$115,134 in payments.
- The department received 210 non-business license applications and received \$726,996 in payments.
- There are 16 remaining outstanding 2020 business license accounts.
- There are 450 outstanding 2021 business license accounts.
- The department is preparing for the annual renewal of alcohol licenses, which are due by November 30th.

ECONOMIC DEVELOPMENT

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. 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 first stakeholder meeting has occurred and the final strategy is due 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 Request for Proposals was released on July 23rd and two consultant teams submitted Proposals.
- The Dunwoody Development Authority approved the final bond documents for High Street and approved an Inducement Resolution for Campus 244 (former Goldkist Headquarters).
- 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.
- The Dunwoody Art Commission approved the Student Flower Mural installation at 5064 Nandina Lane and is working with an Artist to finalize the Bike Rack Project.

Workload/Activities:

- The department conducted 105 Business Retention calls.
- The department conducted 32 Business Recruitment calls.

INFORMATION TECHNOLOGY

Major Projects:

- Migration to cloud for email and Barracuda – Currently 20 users remain and are being manually migrated due to the database corruption a few months ago.
- On Site Back End Phone System update – The Request for Proposals (RFP) was published on September 3, 2021.
- Applications to Cloud: City Works and OnBase listed for approval of CARES funding on September 13th Council Meeting. Incode is awaiting demo before proceeding.
- Security Assessment: The department is researching vendors.

Workload/Activities:

- The department has 277 helpdesk tickets opened.
- The department has closed 274 helpdesk tickets.
- The department hosted 7 zoom meetings hosted this period.

Future Projects:

- Annex Host and SANs (Storage Server) configuration
- KnowBe4 Procedures
- Network and Power Redundancy
- Server Room Updates
- Zoom CallRec for PD upgrade to software

COMMUNICATIONS / MARKETING

Major Projects:

- The department is writing and designing the winter 2021 edition of the Dunwoody Digest.
- The department is coordinating with Parks on promotion of parks master planning public input process and web page.
- The department is working with Atlanta Magazine and Sandy Springs on Central Perimeter Focus for the December issue.

Other Highlights:

- Published [Q2 2021 Quarterly Report](#)
- “[Inside Dunwoody](#)” by City Manager Eric Linton: The August newsletter focused on public works.
- The department began promotion of household hazardous waste recycling event and #GreatDunwoodyCleanup: press releases, web pages, registration forms



Workload/Activities:

- Designs: Future park sign, Crier calendar ad, Dunwoody Idol graphic, Latino & Hispanic Heritage Celebration graphic
- Press releases: Ardy Bastien sworn in as Dunwoody City Councilman, 2022 Budget Proposed
- Video: Electronics recycling stats, Lemonade Days
- Created and shared D-news: [August 6](#), [August 13](#), [August 20](#), [August 27](#), [September 3](#); Created and shared Dunwoody Ambassador opportunities: [August 16](#), [September 1](#); Created Georgetown Gateway Project newsletter: [August 2021](#)

August 2021 stats:

- The department issued 3 press releases, received 15 media inquiries and 29 articles: [link to coverage](#)
- The department produced 2 videos for social media: 2.5K total views; 2 Council meetings and 705 total Facebook views.
- Top posts: (Facebook) DHS Lemonade stands; (Twitter) Ida storm warning; (Instagram) Village redevelopment

FINANCE

Major Projects:

- The department received three proposals for Request for Proposals (RFP 21-09) Internal Auditor Services. The proposals are under evaluation.
- Request for Proposals (RFP 21-10) Edge 2.0 A Shared Development Vision for the Perimeter Dunwoody District opens on September 3, 2021.
- Posting Request for Proposals (RFP 21-11) Managed VOIP Solutions for the Information Technology (IT) department. Proposals are due September 28, 2021.
- Posted ITB 21-02 Winters Chapel Trail 16P Site Clearing for the Department of Public Works on August 24, 2021. The bids are due September 7, 2021.
- A Notice to Proceed was issued to Boyette Strategic Advisors, LLC for Request for Qualifications (RFQ 21-04) Economic Development Consultant Services.
- A Notice to Proceed was issued to Tri Scapes, Inc. for Installation of Irrigation and Sod at 5435 Roberts Drive.
- A Notice to Proceed was issued to Pond & Company, Inc. for IWQ 21-01 Park Master Plan Services.
- The Monthly Financial Report for July 2021 can be found at:
<https://www.dunwoodyga.gov/Home/ShowDocument?id=1798>

Other Highlights:

- All team members continue to work on the 2022 Budget. A five-year Capital Improvements Projects (CIP) schedule was updated to include Fiscal Years 2022 – 2026. The Proposed Budget was presented to Council and posted online.
- The department continues to work on building a Risk Management Program that extends to all departments within the City, in order to mitigate future risks.
- The short-term rental excise tax payments came in because of the new law, July 1st.
- Finance issued the next phase of Not-for-Profit grants from CARES funding to two agencies, \$10,000 each (I CARE and St Vincent de Paul).

MUNICIPAL COURT

Workload/Activities:

- The department disposed of over 469 cases and reset 56 cases.
- The department has an open position for a Deputy Clerk.

CLERK

Other Highlights:

- The City Clerk qualified six candidates for the November 2, 2021, General Election.

Workload/Activities:

- The City Clerk's Office processed 393 Open Records Requests for the month.
- The City Clerk's Office processed 16 contracts for the month of August.
- The City Clerk's Office prepared all agendas, summaries, minutes, and associated procedures for the following meetings that were held during the month of August:
 - ✓ 3 City Council meetings
 - ✓ 1 Alcohol License Review meeting
 - ✓ 1 Urban Redevelopment meeting
 - ✓ 1 Development Authority meeting
 - ✓ 1 Art Commission meeting
 - ✓ 1 Audit Committee meeting
 - ✓ 1 Public Works Capital Projects Working Group meeting
- The financial transactions and expenditures for the City Clerk's office for the month of August were reviewed and approved.

HUMAN RESOURCES

Other Highlights:

- The City filled one Police Officer position, extended three conditional offers, and is continuing to recruit for Police Officers.
- Human Resources worked with the City's benefits broker to market and renew the City's benefit plans in preparation for Open Enrollment this fall.
- Human Resources worked with a compensation consultant and members of the City's senior management team on a compensation study.
- Human Resources and the Wellness Committee coordinated biometric screenings for City employees.

Upcoming:

- The annual training on the City's Employee Equal Opportunity (EEO) and No Harassment Policy will take place in September.
- A flu vaccine clinic will be sponsored by Human Resources and the Wellness Committee in September.