



**City Manager  
Monthly Report  
Report Ending February 11, 2022**

## POLICE

### **Upcoming Events (February 1, 2022 – April 30, 2022)**

- An addition of Flock License Plate Readers and Cameras added at the old Austin Elementary site.
- There will be a Spring Firearms Training for the department during the week of April 11-15, 2022.

### **Other Highlights:**

- The department's Crime Response Team and other Officers conducted a Distracted Driving Detail in the PCID area from 11 am – 3 pm on January 13<sup>th</sup>. A total of 17 distracted driving citations were issued and 9 were written.
- The North Metro SWAT team was called out to Sandy Springs for a domestic dispute where the suspect was armed and holding three children. Fortunately, he gave up to the crisis negotiators.

### **Workload/Activities:**

- Officers responded to a Person Down call and located a female on Ashford Dunwoody Road near Meadow Lane. The victim had a pulse but was not breathing normally. Officers delivered a dose of Narcan as AMR arrived. The victim regained consciousness after she received another dose of Narcan and was transported to the hospital.
- Officers responded to a report of Enticing a Minor. A male subject approached a 13-year-old female and made several suggestive remarks and tried to hand her a business card.
- Officers responded to a report of Vandalism at Brook Run Park. Unknown persons spray painted the male and female restrooms.
- Officers responded to a Person Shot call outside The Bird restaurant. A male victim had been shot in the leg. The victim claimed another male shot him and fled. After a careful and thorough investigation, Detectives determined the male accidentally shot himself.
- Officers conducted a Traffic Stop on Peachtree Industrial Boulevard near Winters Chapel. After probable cause was established, the vehicle was searched and two forged checks, assorted narcotics, drug paraphernalia, and a firearm was located. Three suspects were arrested.
- Officers responded to a report of Graffiti at the Brook Run Park Theatre.
- Officers responded to a report of a Robbery. The victim purchased marijuana and was later robbed of his cellphone by three suspects.

- Officers arrested a subject for Disorderly Conduct. While transported the suspect to the jail, he began to bang his head against the cage. Officers were able to deploy our new WRAP Helmet to keep the suspect from hurting himself.
- Officers responded to a report that several people ran from a Disabled Car in a neighborhood. Officers determined the vehicle had been stolen and it contained evidence of multiple thefts. A possible suspect was located and arrested.
- Officers responded to a report of a Person Injured during a domestic dispute by severing the brachial artery in his right arm after punching a window while intoxicated. Officers were able to deploy a tourniquet, which each Officer carries and according to AMR personnel likely saved the man's life.
- Officers received a License Plate Reader hit on a Stolen Auto. The vehicle was located and confirmed stolen.
- Officers responded to a report of Graffiti on a storage shed between the baseball fields and running track.
- Officers attempted to conduct a Traffic Stop on a vehicle where the driver was wanted on an outstanding warrant. The suspect fled the scene. The vehicle was located later and towed, but the driver was not located.
- Officers responded to a report of an Overdose. The victim's spouse administered three doses of Narcan prior to our arrival. The victim was alert and refused transport to a hospital.
- Officers observed a Suspicious Vehicle at Pernoshal Park after hours. During the Officer's investigation, a half-pound of marijuana was seized, and the suspect was arrested.
- Officers responded to a report of an Aggravated Assault. Officers found that pine straw workers had gotten into a dispute with a homeowner and both the homeowner, and a pine straw worker pulled a gun on each other. The workers were gone prior to our arrival.
- Officers responded to a Burglary in Progress call at PNC Bank. Three suspects driving a red Ford F-350 pried the ATM open and took the funds from inside.
- Officers responded to a report of an Assault at Burger King. A customer ordered food and then went to the restroom. When he came out, he was upset because the food was cold. The suspect then pushed, punched, and pepper spray an employee.
- Officers responded to a report of a Domestic Dispute where allegations were made that the suspect attempted to run over the victim after a dispute. The investigation is ongoing.
- Officers responded to a report of a Person Down and located an 82-year-old female that had collapsed. An Officer deployed his AED which advised no shock and CPR was performed by multiple Officers.

- Officers responded to a report of a Burglary and Peeping Tom at an apartment complex on Peachtree Place Pkwy. The victim observed a male peeping into her window.
- Officers responded to a report of an Entering Auto at the Marq Eight Apartments. Five vehicles were broken into.
- Officers responded to a report of Vandalism in the male restroom at the small pavilion.
- Officers responded to a report of Vandalism in the female restroom located near the amphitheater.
- There were several trees that fell across the roadway during inclement weather.
- Officers responded to a report of Entering Auto near Fleur De Lis Court. Five vehicles were broken into.
- Officers responded to a report of a Burglary at the Mini Mart on Peachtree Industrial Boulevard. Two subjects wearing masks and gloves broke into the business.
- Officers were dispatched to an Illegal Drugs call. As Officers arrived, the suspect vehicle left the scene. A K-9 responded, alerted on the vehicle, and individually packaged drugs for sale were located.
- Officers responded to a report of an Overdose on Winters Chapel Rd. Prior to Officers' arrival, the victim's spouse delivered two doses of Narcan. The victim revived and refused transport. This is his second overdose in recent history under similar circumstances.
- Officers responded to an additional report of Entering Autos at the Marq Eight Apartments. Nine vehicles were broken into in the parking deck.
- Officers responded to a report of Entering Autos at the Park Place Shopping Center. Eight vehicles were broken into.
- Officers responded to a report of Entering Autos on Kingsland Drive. Two vehicles belonging to the victim were entered.
- Officers responded to a report of a Stolen Auto at the Exxon Station on Ashford Dunwoody Road. Sandy Springs attempted to stop the vehicle, but it fled the scene. Officers were able to locate the vehicle, but it fled from them also. The Sandy Springs Police Department located and chased the vehicle, but it got away near Buford Hwy. The suspects in this vehicle are believed to be responsible for the Entering Autos in Dunwoody and Sandy Springs.
- Officers responded to a Fraud in Progress at a bank in Dunwoody Village. Officers were able to locate and arrest the suspect who was trying to pass a fraudulent check.
- Officers attempted to stop a vehicle where the registered owner was a Wanted Person. The vehicle fled and entered an apartment complex. The driver fled on foot and Officers chased him. After catching the suspect, he continued to

struggle and was eventually taken into custody. The suspect was armed with a handgun.

- Officers made contact, with a suspect who was a Wanted Person out of Texas for fraud. While Officers were inventorying the suspect's vehicle for the tow, they located a stolen firearm. While the inventory was being completed, the suspect squeezed through the center partition and escaped.
- Officers responded to a report of Vandalism at Brook Run Park. An unknown subject damaged a metal pole protecting the load/unload handicapped parking spot at the soccer fields.
- Officers responded to a report of an Injured Deer stuck on a fence, and Officers had to euthanize the deer.
- Officers responded to Brook Run Park for a report of Graffiti located in several places in the park.
- Officers responded to a report of an Aggravated Assault during a domestic violence incident. The victim was attempting to leave her apartment complex with her mother, brother, and children when her husband pulled up and shot at the car as they were leaving the complex. The suspect chased the victim down the street to the Chamblee Police Department where he fled from the Police there.
- Officers responded to a report of Suspicious Persons knocking on the front door of an apartment. As Officers arrived, three suspects fled on foot, but were taken into custody. All three males were wearing blue latex gloves and one of them was armed with a handgun.
- Officers responded to a report of a Peeping Tom on Peachtree Place Pkwy. The suspect fled prior to Officers' arrival.
- Officers responded to a report of an Overdose involving a victim pregnant with twins. The victim was administered three doses of Narcan prior to Officers arrival and was transported to the hospital.
- Officers responded to a report of a Burglary at the Dunwoody Food Mart. Two black males operating a white Dodge Challenger broke into the business and fled before Officers arrived. There were two similar Burglaries in Brookhaven as well.
- Officers responded to a report of Disorderly Conduct. An upset female customer threw a drink in an employee's face after being told she was too late for her doctor's appointment.
- Officers responded to a report of a Person Armed at the BP. The clerk asked a female customer to please leave the store because she was being disruptive. The female suspect pointed a gun at the clerk and told him she would kill him.

- Officers responded to a report of a Burglary in Progress at Perimeter Mall. A male subject was observed by mall security making entry into a kiosk after hours. The suspect was arrested.
- Officers were flagged down by a resident while out on a call, in reference to a Suicide Attempt. Officers found a 21-year-old woman unresponsive on the bathroom floor with multiple lacerations to her right wrist. An Officer applied a tourniquet to her arm and pressure on the wound to control the bleeding.
- Officers responded to a report of a Suspicious Package. A male bought a Bible at a Church bookstore then wrapped it and wanted the staff to mail it to a family member in jail. A powdery substance was located on index cards inside the Bible.
- Officers responded to a report of a Vehicle Chase by Sandy Springs Police Department where the suspect vehicle wrecked on Chamblee Dunwoody Road. One suspect was located hiding near a residence. The suspects were wanted for breaking in several cars across metro Atlanta.
- Officers responded to a report of a Structure Fire on Devonshire Road. A shed caught fire and exploded. Officers evacuated all surrounding homes and DeKalb Fire extinguished the fire.
- Officers responded to a report of Domestic Violence. The husband of the victim strangled her and twisted her arms during an argument. The victim had multiple bruises.
- Officers responded to a report of a Domestic Dispute. Officers located the ex-girlfriend of the victim who admitted throwing eggs at the victim's house. The suspect was arrested. When the suspect was taken out of the police car to be transported to the jail, she was able to get out of her handcuffs and ran from Officers. After a short chase, she was arrested. An Officer sustained a minor injury during the foot chase.
- Officers responded to a report of a Disorderly Person attempting to make a fraudulent return. When refused, the suspect began throwing eggs at the employees, the suspect was arrested.
- Officers received a License Plate Reader hit on a person wanted for Homicide by Vehicle. The vehicle was located, and the suspect was arrested while visiting his dentist.
- Officers received a License Plate Reader hit on a Stolen Auto. Officers were able to locate the vehicle and impound it.
- Officers responded to a report of an Attempted Mail Theft and located several mailboxes that were broken into.

## PUBLIC WORKS

### **Upcoming Events: (February 2022 – April 2022)**

- Village Crossroads Project- public comment period open through February
- Peeler Road Path- Winters Chapel Road to Windwood Hollow Park public comment period in February
- Tilly Mill Road- Womack to Mount Vernon shared use path project public comment period in February
- Tilly Mill Road- North Peachtree to Lost Mine Trail public comment period in February

### **Major Projects:**

- Spalding at Chamblee Dunwoody Intersection- Construction 57 continues to install concrete curb and sidewalk on the west side of Spalding Drive and installation of the new traffic signal poles continues. Atlanta Gas Light began relocating a section of gas main so that the final section of stormwater pipe under Spalding Drive can begin. A bid advertisement was issued for the Spalding pipe crossing. Minor traffic delays will continue in the vicinity of the intersection.
- Georgetown Gateway- The contractor completed 216 feet of stormwater pipe but is experiencing delays due to the availability of pipe. DeKalb Water is planning a water outage for 3 hours the week of the February 14<sup>th</sup>. Atlanta Gas Light was delayed waiting on materials and now expects to complete the gas main relocation in February. Georgia Power lacks one easement needed to begin relocation south of Olde Spring House Lane. Comcast is finishing their relocation north of Olde Spring House Lane. Minor traffic delays will continue on Chamblee Dunwoody Road between 9 a.m. and 4 p.m.
- Winters Chapel Trail, Phase I- Atlanta Gas Light has installed 1,450 feet of new gas main and expects to complete their work in February. Georgia Power has delayed the start of their relocation to February 21<sup>st</sup>. The city's contractor, Wilson Construction, mobilized in January and installed erosion control and work zone signage. Minor traffic delays will occur on Winters Chapel Road on weekdays between 9 a.m. and 4 p.m.
- Chamblee Dunwoody at Womack Intersection- The construction bid advertisement was issued on February 4<sup>th</sup>.



*Spalding Drive Sidewalk*





## MONTHLY REPORT REPORT ENDING FEBRUARY 11, 2022

### Other Highlights:

- The Dunwoody Road Sidewalk Easement acquisition is underway.

### PARKS

#### Upcoming Events: (February 1, 2022- April 30, 2022)

- February 1 - Black History Month mural unveiling
- February 5 - Martin Luther King Day of Service reschedule
- March 1 - Women's History Month mural unveiling
- March 19 - Snap! Dragon's Garden exhibit opens
- April 1 - Step Challenge begins
- April 20-24 - Lemonade Days

#### Major Projects:

- The Martin Luther King Day of Service was rescheduled to February 5<sup>th</sup> and Volunteers planted 100 trees and 5,000 daffodil bulbs at Brook Run Park.
- The construction bids for Perimeter Center East Park are due February 14<sup>th</sup>. The Park's staff will bring recommendations to Council after their review.
- The staff prepared for possible bad weather of snow and ice by stocking up on salt and making sure all machines, tools, and vehicles needed were in good condition. The staff salted bridges at Brook Run Park, Perimeter Center East, and Dunwoody Nature Center.

#### Other Highlights:

- Redesigned L.E.A.F. released January 4, highlighting new program layout and "ad" space for Program Partners major events. The Activity Book released as well.
- Sponsorship meetings for Kids to Parks Day and Pics in the Park summer movie series. The department has verbal commitments of \$4,000 thus far.
- The new nature trails at Windwood Hollow Park and the former Austin School Site are in the planning phase.

#### Workload/Activities:

- Opening day event elements confirmed for Snap Dragon's Garden with Dunwoody Community Garden & Orchard and Spruill Center for the Arts.
- The Spring and early Summer camp programs have been confirmed.
- The hiring process has started for the second Operations Coordinator position. The interview process is ongoing.



### COMMUNITY DEVELOPMENT

#### **Upcoming Events: (January 2022 – March 2022)**

- **Zoning Board of Appeals**
  - January 6<sup>th</sup>:
    - ZBA case 21-30 (Approved): request from Chapter 16, Section 78 to allow a new sunroom and rebuilt deck to encroach into the 75-foot stream buffer.
    - ZBA case 21-31 (Approved): request from Chapter 16, Section 78 to allow a fence in the 75-foot stream buffer.
  - February 3<sup>rd</sup>:
    - ZBA case 21-32: request from Chapter 16, Section 78 to allow a new home within the 75-foot stream buffer and reductions of the rear setback. The case was deferred until April to collect more information.
  - March 3<sup>rd</sup>:
    - ZBA case 22-01: request from Chapter 27, Section 58 to allow an enclosed deck to encroach into the rear setback.
    - ZBA case 22-02: request from Chapter 16, Section 78 to allow encroachment into the 75-foot stream buffer to stabilize the streambank.
- **Planning Commission**
  - January 11 (Deferred):
    - Rezoning, 4553 N. Shallowford: Rezoning to allow a new medical office building.
  - February 8
    - Rezoning, 4553 N. Shallowford
- **Mayor and City Council**
  - January 10<sup>th</sup> (Approved):
    - 2<sup>nd</sup> read, text amendments related to party houses and food trucks
  - January 24<sup>th</sup> (Deferred)
    - Rezoning, 11 Ravinia: Rezoning to allow a new retail facility.
  - February 14<sup>th</sup>
    - Rezoning, 11 Ravinia

#### **Major Projects:**

- There were 590 building inspections completed for the month of January.
- Arrive Apartments is 100% complete on their first building on the gas connections and have been submitted to Atlanta Gas Light to have the gas turn on. The demolition and debris removal are near completion due to the explosion.

The plans to rebuild the apartments haven't been submitted but the hope is to have owners back in the units by June.

- The department issued 36 warnings and 13 citations.
- The staff completed 116 inspections, including 8 vacant properties.
- The department removed 78 illegal signs.
- A total of 55 calls were received for service.
- The staff had one court case (Dunwoody Glen).
- The January Multi-Family property maintenance sweep was conducted at 4920 Winters Chapel Rd, Dunwoody, GA 30360 (Parkwood Village Apartment Community).
- The property management company for the Dunwoody Glen multi-family property have been put on probation and ordered to develop a comprehensive plan to handle their trash problem. An additional 11 citations were issued to the property management company during their January court hearing with a court date yet to take place in March.
- The staff completed 17 site inspections.
- The department welcomed Lia Fabian as the site inspector. She is an engineer in training.
- The staff had a pre-application meeting with 246 Perimeter Center Parkway to discuss a new office building.
- The staff is working on the Bee City application.
- The Village Townhomes is close to wrapping up.

**Other Highlights:**

- Elections for chair and vice chair for ZBA, Planning Commission, and Sustainability
- Paul Leonhardt began work again!
- The department welcomed Kim Johnson as the new business license technician.

**ECONOMIC DEVELOPMENT**

**Upcoming Events: (January 7, 2022 – March 31, 2022)**

- February 1, Dunwoody Art Commission Meeting
- March 1, Dunwoody Art Commission Meeting
- March 17, Development Authority Board Meeting
- March 24, Edge City 2.0 Public 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. 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. A Draft Report was presented to the stakeholder committee on January 28<sup>th</sup> and the final report will be completed in February.
- The department is working with the Dunwoody Development Authority, Discover Dunwoody and the City of Dunwoody to identify long-term funding for Experience-making activities. A proposal will be presented to City Council on February 14, 2022.
- 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.
  - POND has started gathering data and preparing for the Public Engagement process to be kicked off March 24<sup>th</sup> with a Public Meeting.

**Other Highlights:**

- Economic Activity –
  - Lazy Dog Restaurant opened.
  - Publix Grocery Store opened.

**Workload/Activities:**

- The department conducted 114 Business Retention calls.
- The department conducted 25 Business Recruitment calls.

**INFORMATION TECHNOLOGY**

**Upcoming Events: (February 2022-March 2022)**

- March 14, 2022 – all week - Projected to go-live for the new phone system
- March 21, 2022 - all week - Comprehensive Security Assessment
- To Be Determined - OnBase migration to cloud

**Major Projects:**

- City Works migration to cloud has been completed.
- The department is awaiting scheduling for testing phase for OnBase.
- The new Phone System project has started.
- The new Parks Office Tech Configuration project has started.
- The Password Management is scheduled for next quarter.

- The IT Policy and Support Documentation is being drafted.
- The KnowBe4 Reconfiguration and Procedures is underway.
- The GIS Helpdesk Creation/Configuration has begun.
- The DUO Security Project is in progress.

#### Workload/Activities:

- The department has 354 helpdesk tickets open this period.
- The department closed 323 helpdesk tickets this period.
- The department hosted 12 zoom meetings for the period.

#### Future Projects:

- Network and Power Redundancy
- Server Room Updates
- Sharepoint configuration
- ThreatLocker Project
- Huntress Project
- CISCO Umbrella Project

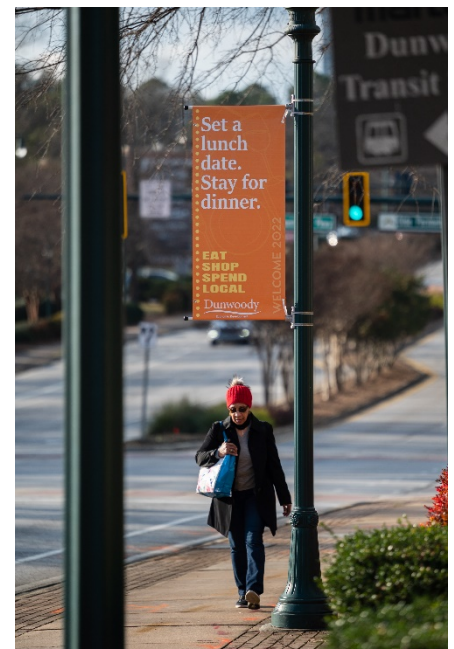
### COMMUNICATIONS / MARKETING

#### Upcoming events:

- Ribbon cuttings: Dunwoody Christian Academy (February 15<sup>th</sup>)
- Youth City Council with Chief Grogan (February 17<sup>th</sup>)
- Georgia Arbor Day (February 18<sup>th</sup>)
- Public works projects: paving, Tilly Mill Path, Peeler Path

#### Highlights:

- Village Crossroads: video (4.3K views), website, press release, social media
- Sustainability Hero nominations: press release, web form, social media
- City of Freedom: press release & social push
- “[Inside Dunwoody](#)” by City Manager Eric Linton: [February newsletter](#) focused on operational updates, winter preps and High Street’s groundbreaking
- Welcome 2022 – Perimeter area banners, lobby signs, elevator ads and mobile ads encouraging people to eat, shop, spend local through February.



- Ribbon cuttings: Lazy Dog, Contender eSports

#### Workload/Activities:

- Created new, more user-friendly [Dunwoody Bike & Trail Map](#)
- Graphics: Dunwoody Digest share graphics, February calendar ad for Crier & Reporter, New Cycle Bar management, Sustainability tip, Ashford Dunwoody brief closing map
- Video: Jack & Jill on history of MLK Day, Be Kind Mural, Snow
- Created and shared D-news: [Jan. 7](#), [Jan. 14](#), [Jan. 21](#), [Jan. 28](#), [Feb. 4](#); Dunwoody Ambassadors newsletter: [Jan. 10](#), [Feb. 1](#).

#### January 2022 stats:

- The department issued 3 press releases, received 17 media inquiries, 45 articles: [link to coverage](#)
- The department produced 4 videos for social media: 8.2K total views (Be Kind Mural was most popular); 2 Council meetings - 637 total Facebook views
- Top posts: (Facebook) Be Kind mural; (Twitter) Snow in Dunwoody; (Instagram) Space & Grace sign

### FINANCE

#### Upcoming Events:

- The Finance team will continue discussions and review of final rule on American Rescue Plan funding and guidance.
- Accounts Payable staff continues gathering vendor contact information to increase the number of vendors receiving payment from Dunwoody via Electronic File Transfer.
- The External auditors will begin work in March 2022.

#### Major Projects:

- Finance and Human Resources worked to update employees pay for the increase effective January 1, 2022.
- The Finance team distributed vaccine incentive gift cards for employees for participating in the COVID booster program.
- The department issued 1099s to City vendors and W-2s to City employees.
- Finance began preparation for the 2021 Workers' Compensation Payroll audit.
- The department completed renewal requirements for Georgia Interlocal Risk Management Agency Property and Liability insurance.
- The department received three (3) proposals for Request for Proposal 22-01 Provisions of Financial Advisory Services.  
The department posted an Invitation to Bid 22-02 Perimeter Center East Park Construction. Bids are due February 14, 2022.

- The department executed the contract agreement with TerraMark Land Surveying, Inc. for Partial Topographic Surveying at the Dunwoody Nature Center.
- A Notice to Proceed was issued to CHB Acquisition Services, LLC for proposal-cost estimation and Acquisition services for the Chamblee Dunwoody Road and Dunwoody Road Sidewalk Improvement Project.
- The department issued a Notice to Proceed and Contract Amendment for Request for Proposal 19-04 Parks and Right-of-Way Maintenance to Tri Scapes, Inc. for Parks and Public Works.
- The department entered into an Artist Agreement with Elma Orr, Amy Patterson, Hannah Rose Broom, and Elaine Sadowski, Elaine Stephenson Art and Design, LLC for the Women's History Month Murals for Parks and the Art Commission.
- A Notice to Proceed was issued to Forerunner Technologies, Inc. for Request for Proposal 21-11 Managed VOIP Solution Project for the Technology Department.
- The Monthly Financial Report for December 2021 can be found at:  
<https://www.dunwoodyga.gov/Home/ShowDocument?id=2081>

**Other Highlights:**

- The Finance team members continue their professional development with online training.
- The department created a Safety Committee as a part of the Risk Management Program; it will extend to all departments within the City in order to mitigate future risks. The training with departments will start in February 2022.

**Workload/Activities:**

- The department continues to work with the internal auditor, Nichols, Cauley & Associates on purchasing cards and gasoline cards.
- The department worked on the Criminal Justice Coordinating Council award for the Police De-Escalating Training grant.

**MUNICIPAL COURT**

**Workload/Activities:**

- The department disposed of over 402 cases and reset 200 cases.
- The department cancelled eight court sessions, due to uptick of Covid cases in January. The cancelled court dates have been reset without adding additional court sessions.

### CLERK

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

- The City Clerk's Office processed 362 open records requests in the month of January.
- The City Clerk's Office processed 13 contracts in the month of January.
- The City Clerk's Office prepared all agendas, summaries, minutes, and associated procedures for the following meetings that were held during the month of January:
  - ✓ Three City Council meetings
  - ✓ One Dunwoody Art Commission meeting
  - ✓ One Development Authority meeting
- The department reviewed and approved the financial transactions and expenditures for the City Council and City Clerk's office for the month of January.

### HUMAN RESOURCES

#### **Upcoming Events:**

- Human Resources is planning for an employee appreciation breakfast.

#### **Other Highlights:**

- The City has filled a Police Officer position and a Police Service Representative position.
- The City is recruiting for Police Officers and one Police Service Representative and has multiple candidates in the background phase.
- Human Resources administered the market adjustment pay increases that went into effect on January 1, 2022, for all City employees.
- The Annual performance evaluations are taking place in January and February.