



**City Manager  
Monthly Report  
Report Ending December 9, 2022**



## POLICE

### **Upcoming Events (December 1, 2022 – February 28, 2023)**

- The department is hosting Christmas for Kids on December 15<sup>th</sup>.

### **Other Highlights:**

- On November 10, 2022, from 6-9 p.m., the Dunwoody Police Department participated in a panel discussion related to Sex Trafficking at Dunwoody United Methodist Church.
- Officers conducted a Distracted Driver detail in the PCID area between 10 a.m. and 4 p.m. on November 9<sup>th</sup>. A total of 35 citations were issued, and one arrest made.

### **Workload/Activities:**

- Officers responded to Animal Loose call at Zara at Perimeter Mall. A male deer found his way into the store and proceeded to cause some damage. DNR was able to respond and tranquilize the deer.
- Officers responded to multiple Larceny from Mailbox calls at the post office in Dunwoody Village.
- Officers responded to a report of Theft of Mail on Old Spring House Lane. The victim mailed a check, and it was changed and cashed for a different amount.
- Officers responded to a report of a Theft of Mail on Dunhaven Road. The victim mailed several checks that did not make it to the recipients, although the money was taken out of the victim's account.
- Officers received a License Plate Reader hit on a Wanted Person. The vehicle was located, and the suspect was arrested for Child Molestation out of Cobb and DeKalb County.
- Officers received a License Plate Reader hit on a Missing Person. The vehicle was located, and the missing person was found.
- Officers received a License Plate Reader hit on a Wanted Person. The vehicle was located, and the suspect was arrested.
- Officers initiated a Traffic Stop. The driver pulled into Dunwoody Park, abandoned the car, and ran on foot. Officers were able to catch the suspect and arrest him.

- Officers responded to a Traffic Crash on I-285 eastbound at Ashford Dunwoody Road. The driver struck a cone and lost control, spun around, and struck several construction barrels. The driver was arrested for Driving Under the Influence (DUI).
- Officers responded to a report of a Burglary at Mellow Mushroom with two subjects breaking into the business and stealing cash.
- Officers responded to a report of a Stolen Auto at the Manhattan Condos. The victim left his Porsche running with the keys in it as he stepped inside momentarily, and two black males entered the vehicle and drove off.
- Officers were responding to a Medical Call when an Officer was involved in a Vehicle Crash with Injuries. The Officer had a green light on Ashford Dunwoody Road and a vehicle turned left in front of him. The Officer was transported to the hospital with a complaint of injury. Georgia State Patrol is investigating the crash.
- Officers responded to a report of an Entering Auto on Winterhaven Court. The victim discovered an intoxicated, homeless male in his vehicle that had taken cash and deodorant from the victim's vehicle. The suspect fled the scene.
- Officers responded to a report of an Injured Deer. Officers euthanized the deer.
- Officers received a License Plate Reader hit on a Stolen Auto. Officers located the vehicle and arrested the suspect.
- Officers conducted a Traffic Stop on a vehicle. During the investigation, Officers discovered approximately 2.64 pounds of marijuana.
- Officers responded to a report of an Injured Deer and deer had to be euthanized.
- Officers responded to a report of a Fraud at Region's Bank on Mt. Vernon. The suspect fled from the scene and was apprehended by officers. During the arrest of the suspect, an Officer injured her finger.
- Officers responded to a report of Fraud from a check mailed. The check was intercepted and forged for \$4,300.
- Officers responded to a report of a Sexual Assault that occurred at Dunwoody Village Apartment. The victim met a subject on Snapchat. Crime Investigation Division is investigating.
- Officers responded to a report of Larceny from Mail. The victim mailed a check in September, and it was stolen from the mailbox at the Dunwoody Post Office, washed, and cash for a different amount to a different payee.
- Officers attempted to conduct a Traffic Stop on a vehicle that had previously fled from Officers. The vehicle again, fled from Officers and was not pursued.

- Officers observed a dirt bike traveling on Perimeter Center West. Officers attempted to conduct a Traffic Stop on the vehicle at Ashford Dunwoody Road and Valley View. The driver of the dirt bike fled from Officers with no pursuit was initiated.
- Officers attempted to conduct a Traffic Stop on a vehicle for a minor infraction. The driver fled from Officers and no pursuit was initiated.
- Officers responded to an Injured Deer on Vermack Ridge. The deer had two broken legs and was euthanized.
- Officers received a License Plate Reader Hit on a Stolen Auto. The vehicle was located abandoned and recovered.
- Officers responded to another Mail Theft that happened in early November. The victim just found out the check was stolen, washed, and cashed for \$6,384.
- Officers responded to a Fight in Progress call in the parking lot of the Jefferson Apartments. Officers discovered an injured male in the parking lot bleeding from a severe laceration to his hand. After a thorough investigation, Officers discovered the male came home and found his boyfriend engaged with another male. The suspect kicked in the front door and attacked the victim with a broomstick and a metal Ring light. The suspect was arrested for Family Violence Aggravated Assault.
- Officers received a License Plate Reader hit for a Wanted Person. The vehicle was located, and the suspect was arrested.
- Officers responded to a report of a Vehicle Fire on Perimeter Center West near Le Meridien Hotel. The vehicle fire shut down the road for about 30 minutes.
- Officers responded to a Suicide Threats call at DeKalb Fire Station 12. An 11-year-old female was threatening to kill herself with a knife. The juvenile dropped the knife when told to do so and Officers were able to locate her mother and get her transported to Children's Healthcare of Atlanta.
- Officers responded to a report of an Attempted Fraud on Spa Sydell. The victim received a call from a male who identified himself as a Federal Agent. The "agent" told the victim a former employee was on his way there to rob the business and the victim needed to meet the "agent" with all the bills over \$50 to exchange the money before the robbery.
- Officers conducted a Traffic Stop and located various drugs, including 2 grams of cocaine and 15 packaged units of edible THC. The suspect was arrested.
- Officers conducted a Traffic Stop and located 93 MDMA tablets, various drugs, a digital scale and two handguns. The suspect was arrested.

- Officers received a License Plate Reader hit on a Wanted Person. The vehicle was located, and the suspect was arrested.
- Officers conducted a Traffic Stop. During the stop, Officers located drugs, including a scale and plastic baggies. The driver was arrested.
- Officers responded to a report of a Robbery in the parking lot of Wal-Mart on Winters Chapel Road. The victim withdrew \$1,000 from the ATM and was accosted by a Hispanic male and female that demanded the money.
- Officers responded to a Vehicle Crash on I-285 eastbound at N. Peachtree. A vehicle was in the middle of the Interstate on it's top. No passengers were located.
- Officers responded to a report of Flooding on the I-285 eastbound ramp from Ashford Dunwoody Road. The ramp flooded with 20 inches of water. NPC helped unclog the stormwater drain. The ramp was closed for about one hour.
- Officers responded to a Pedestrian Hit by Auto on Meadowlake Drive. As the victim walked across the street, the victim was struck on the hand by a passing vehicle.
- Officers responded to a report of multiple Entering Autos on Crown Pointe Parkway. Video evidence revealed two suspect vehicles, one of which had been reported stolen in Atlanta.
- Officers responded to a Domestic Dispute call on Peachtree Industrial Boulevard. While in the area, an Officer observed the suspect vehicle and attempted to conduct a traffic stop. The vehicle fled and no pursuit was initiated.
- Officers responded to a Person Armed call at Macy's. As Officers arrived there was a report of Shots Fired. Multiple citizens were running from Macy's and exiting the store. Brookhaven Police Department and Sandy Springs Police Department also responded to assist. Neither the armed person nor evidence that a shot was fired could be located. A review video showed a male running through the mall and dropping something, possibly a gun, and another picking it up. Neither male could be located.
- Officers responded to a Vehicle Crash on I-285 eastbound at N. Peachtree Road. The driver of Vehicle #1 was driving westbound on I-285 in the eastbound lanes and struck another vehicle. Vehicle #1 overturned, and the driver was entrapped. The driver of vehicle #2 was deceased at the scene and the serious crash investigative team responded to the scene.
- Officers responded to a report of Shots Fired near the entrance to the Wal-Mart shopping center. Officers located a spent shell casing and blood. A short time later, Officers observed a suspicious male jump into the back seat of a vehicle in

an apartment complex. The clothes the male was wearing had visible bloodstains. The male was taken out of the vehicle, and he had a handgun in his waistband. He apparently injured his hand while racking the slide and the negligently discharged the firearm. He was charged with Reckless Conduct.

- Officers responded to a Vehicle Crash at 1 Perimeter Center East. The driver was attempting to park her vehicle when she accidentally pressed the gas pedal and drove into the building leaving a large hole.
- Officer received a call of a Person Armed at 4570 Ashford Dunwoody Road walking toward the front door of the business. There was a delay in calling 9-1-1 therefore Officers were unable to locate the person.
- An Officer was leaving the DeKalb County Jail and was making a turn on a green arrow to get on I-285. A vehicle ran the red light and collided. The Officers were transported to Grady with complaints of injury. The driver and passengers fled the scene. DeKalb Police Department worked the crash.
- Officers received a License Plate Reader hit on a Wanted Person. The vehicle was located, and the driver was arrested for Fleeing & Eluding and Obstruction out of Roswell.
- Officers responded to a report of an Aggravated Assault at 4777 Ashford Dunwoody Road. The victim was home when her ex-boyfriend pointed a gun at her when she opened her door. The suspect said, "you're done" and the victim slammed her door. Crime Investigation Division is investigating.
- Officers responded to a Vehicle Crash at N. Peachtree and Savoy. DeKalb Fire Truck 18 was involved in a crash while responding to a call.

### PUBLIC WORKS

#### **Upcoming Events: (December 2022 – February 2023)**

- Advertise landscaping bid for Winters Chapel Path Phase I in December

#### **Major Projects:**

- Spalding Drive at Chamblee Dunwoody Road- The final landscaping bids were received in November.
- Spalding Storm Drain Upgrade- Astra Contracting completed the bores for the new storm drain crossing and will be installing drain structures in December so that Spalding Drive can be reopened.
- Georgetown Gateway- The contractor completed the path north of Chateau. Comcast is expected to finish hanging coaxial cable on the new utility poles in December. The water main subcontractor is 60% complete with abandonment of the old water main at which point most of the steel plates can be removed from the roadway. Minor traffic delays will continue on Chamblee Dunwoody Road between 9 a.m. and 4 p.m.
- Winters Chapel Trail, Phase I- Wilson Construction is planning to have all the concrete work completed in December with the schedule for final paving of the roadway dependent on weather. Minor traffic delays will occur on Winters Chapel Road on weekdays between 9 a.m. and 4 p.m.
- Chamblee Dunwoody at Womack Intersection- Wilson Construction installed 280 feet of storm drainpipe on Chamblee Dunwoody Road. AT&T will begin relocating the overhead lines in December with delays on weekdays between 9 a.m. and 4 p.m.
- Dunwoody Park Sidewalk- Autaco completed the sidewalk in November.



*Spalding Drive Bore Pit*

**Other Highlights:**

- The Stormwater Utility organized the third annual Great Dunwoody Cleanup. A total of 13 groups registered to remove trash along streams in the City.
- The Stormwater staff presented to students about the importance of water quality at the Nature Center’s First Free Saturday Outreach.

**Activities:**

- The pavement repairs were completed on Chamblee Dunwoody Road, Kings Point Drive and Cambridge Dive and 14 stormwater maintenance work orders at various locations.



## PARKS

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

- January 16, Martin Luther King, Jr. Day of Service
- February 1, Black History Month mural exhibit
- February 4, Valentine's Pet Photos
- February 9, Daddy Daughter Dance
- March 1, Women's History Month mural exhibit
- March (to be determined), Spring Arch in the Community Garden
- April 20-23, Lemonade Days
- April 27, Dunwoody Food Truck Thursdays begins

### **Major Projects:**

- The staff coordinated all Department and Partner events and programs for January-April 2023 for Winter/Spring '23 L.E.A.F. Parks & Rec Guide. Guide will be released first week of January 2023.
- The Operations staff completed the structural repair of the treehouse and sagging floor at Dunwoody Park and Nature Center office.
- The setup for Holiday Lights began the week of Thanksgiving with larger pieces installed on-site. The opening night was a huge success with additional food concessions, alcoholic drinks, and support from Davis Academy.

### **Other Highlights:**

- Due to rain, Veterans Day Ceremony was held at City Hall. The program ran as scheduled, including 120 choral, band and orchestra students from Dunwoody High School.
- The department's first Babysitter Bootcamp did great with 10 kids and a new Self Defense class with 10 registered going into December. The class will be held December 12<sup>th</sup> at N. Shallowford Annex.
- Repaired all netting issues at Brook Run baseball fields and plaza.
- All the utility work and demolition of the fire damaged section of the shop at Brook Run was completed November 18<sup>th</sup>.

### **Workload/Activities:**

- The meeting location has been secured for the new Dunwoody Senior Group. Currently scheduled at N. Shallowford Annex once a month for meetings/senior programs.



- In partnership with the Dunwoody Garden Club, seasonal plantings scheduled at the N. Shallowford Annex, Windwood Hollow Park, Brook Run Park small pavilion lot, and the Dunwoody Library.

### COMMUNITY DEVELOPMENT

#### **Recent and Upcoming Cases: (October 2022 – November 2022)**

- November 3<sup>rd</sup>: The Zoning Board of Appeals deferred one residential variance case to its December 1<sup>st</sup> meeting.
- November 8<sup>th</sup>: The Planning Commission recommended approval of a Special Land Use Permit for a nursing facility at the Grubb site at 41 Perimeter Center East. The City Council will hear this case at the December 12<sup>th</sup> meeting.
- November 28<sup>th</sup>: The City Council passed an ordinance broadening the options for the alcohol licensing.
- December 12: The Planning & Zoning Division will present considerations and options for regulating medical cannabis dispensaries.

#### **Major Projects:**

- The new green space at Ashford Lane is complete and getting ready for final inspection.
- Construction at Campus 244 is progressing with the elevator shafts approaching the final two level.
- The plans are fully approved for the future parking deck and hotel additions at Campus 244.
- The new Quick Trip gas station is continuing to progress with finishes being installed. The likely completion is January or February 2023.
- The PATH Foundation Trails Master Plan is progressing, with the first public open house on December 7<sup>th</sup>.

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

- The department completed 643 building inspections.
- The department submitted a grant application for a multi-use trail connecting Cherry Hill Lane and Eidson Road. This was presented to the City Council on October 24<sup>th</sup>.
- The planning and zoning division held its first “Green Speak” event on November 7<sup>th</sup>, a speaker series presented by the Dunwoody Sustainability Committee.

- The staff conducted 79 code enforcement inspections, including 12 vacant properties. This resulted in 15 warnings, and five citations.
- The code enforcement division conducted its multi-family sweep at the The Carlyle at Perimeter.
- The code enforcement division started approaching businesses that are delinquent on their business taxes and 10 citations have been issued.
- Due to election season, the code enforcement division removed 346 signs.
- The staff completed 70 erosion control inspections, issued 2 stop work orders and 3 citations.
- The department received 117 permit applications and issued 95 permits.

### ECONOMIC DEVELOPMENT

#### **Upcoming Events: (December 2, 2022 – January 31, 2023)**

- December 6, Dunwoody Art Commission Meeting
- January 3, Dunwoody Art Commission Meeting
- January 19, Dunwoody Development Authority Meeting

#### **Major Projects:**

- Dunwoody Village Redevelopment Plan:
  - Held the Dunwoody Village Planning Retreat with the City Council and Development Authority Board.
- Edge City 2.0 planning process to create a shared economic vision for the Perimeter Dunwoody commercial market. The final report is due mid-December with a City Council Presentation scheduled for January 9, 2023.
- Entrepreneurship and Innovation Strategy – The Economic Development Department is implementing a long-term strategy to support entrepreneurs and the innovation economy. The department is working cooperatively with Sandy Springs to develop a joint program to support Entrepreneurs.
- 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 throughout the City.
  - Working on Phase II of the Green Light Art Project to be unveiled in January 2023.
  - Released a Request for Proposals for the Womack Road Retaining Wall.

- Jointly Released a Request for Proposals for a large-scale Mural to be installed on the Dunwoody MARTA Station Parking Deck.

**Other Highlights:**

- Economic Activity –
  - Held Ribbon Cutting for A January Love
  - Held Ribbon Cutting for V/O MedSpa

**Workload/Activities:**

- The department conducted 69 Business Retention calls.
- The department conducted 12 Business Recruitment calls.

**INFORMATION TECHNOLOGY**

**Upcoming Events: (December 2022 – January 2023)**

- Upgrade to Incode 10 - project completed
- Zero Trust rollout – project scheduled
- Netmotion upgrade – project scheduled
- Comcast upgrade to fiber – installation in progress
- Server Room Clean up and Updates – close to completion
- SIEM/SOC project – final review/selection in progress
- Sharepoint Configuration - project in progress
- OneDrive project - in progress

**Major Projects:**

- The IT Policy and Support Documentation has been completed.
- The Sharepoint Configuration is in progress.
- The OneDrive is in progress.
- The New Parks Office Tech Configuration has been scheduled.
- Cyber Security ARPA updates project is progressing.
- New RMM review
- New backup review

**Workload/Activities:**

- The department has 476 helpdesk tickets opened this period.

- The department has closed 330 helpdesk tickets closed.
- The department hosted 24 zoom meetings this period.

**Future Projects:**

- Network and Power Redundancy
- User and System Audits
- System Upgrades
- Intune

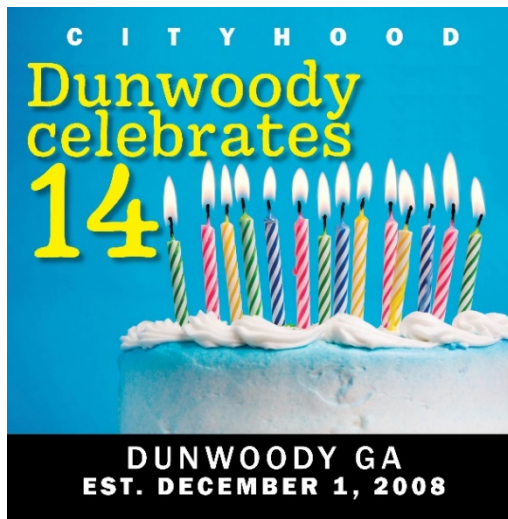
**MARKETING / COMMUNICATIONS**

**Upcoming:**

- Messaging for Martin Luther King, Jr. Day of Service
- Ribbon cuttings: Morty's Meat & Supply, Halal Guys
- Begin planning for the State of the City and Two Bridges Park ribbon cutting

**Highlights:**

- Coordinated City/PATH Foundation outreach during Light Up Dunwoody
- StartSmart program for entrepreneurs—press release, social, ads on LinkedIn, Rough Draft, Aha Connection
- Youth City Council – Mayor Deutsch presented
- Wrote, designed, and prepared January 2023 Dunwoody Digest for printing



**Workload/Activities:**

- The department coordinated production and mailing of postcards to homes within 1.5 miles of Park at Vermack inviting residents to December Open House.
- The department created invitations and other visuals for Christmas for Kids.
- Coordinated community clothing drive with Corners Outreach
- Graphics: Holiday Lights, Veterans Day Ceremony, Trail Talk & Park Talk, Thanksgiving, Shop local, Dunwoody's 14 birthday, December calendar ad for Crier & Reporter

- Additional press releases: Dunwoody seeks input on two master plans, Souper Bowl of Caring kicks off in Dunwoody, Dunwoody becomes Candy Land for Holiday Lights
- “[Inside Dunwoody](#)” by City Manager Eric Linton: December newsletter focused on 2022 accomplishments
- Created and shared D-news: [Nov. 11](#), [Nov. 18](#), [Nov. 25](#), [Dec. 2](#); [Georgetown Gateway Update](#)
- Videos: A January Love & V/O ribbon cuttings

#### November 2022 stats:

- The department issued 6 press releases, received 7 media inquiries, [Dunwoody stories link](#)
- Created 9 graphics; Produced 5 videos for social media: 13K total views (A January Love ribbon cutting was most popular); 2 Council meetings – 510 total Facebook views
- Top posts: (Facebook) The Rock filming at Perimeter Mall; (Twitter) Jeni’s Ice Cream ribbon cutting; (Instagram) A January Love ribbon cutting

### FINANCE

#### Major Projects:

- Completed the Occupational Employment and Wage Statistics report for the Georgia Department of Labor and the US Bureau of Labor Statistics.
- Mayor and Council approved the establishment of a Sinking Fund for the Artificial Turf fields at Brook Run Park.
- Completed the internal audit of Automated Clearing procedures for vendor payments. Met with the Audit Committee.
- The staff is working on updating Standard Operating Procedures as needed with new software and processes moving forward.
- The Monthly Financial Report for October 2022 can be found at: <https://www.dunwoodyga.gov/Home/ShowDocument?id=2581>

#### Other Highlights:

- The Finance department distributed American Rescue Plan Funding to 9 Non-Profits.
- The staff attended State Auditor Training through the Georgia Department of Audits and Accounts.

- The vacation and Comp Time Buyout was completed in November.
- The last element of Tyler Implementation for ERP 10 included Accounts Receivable and has now been completed.
- The department received two proposals for Request for Proposals 22-08 Womack Wall.
- The department received two bids for Invitation to Bid 22-08 Chamblee Dunwoody Road at Spalding Drive Intersection Landscaping Improvements Project.
- The department received three quotes for Informal Written Quotes 22-16 for Right of Way Acquisition Services.
- A contract agreement was issued to W&A Engineering, LLC for a Topographic Survey for Wayfinding Signs in the city of Dunwoody.
- A contract agreement was issued to NV5 Engineers and Consultants, Inc. for the Mt. Vernon Road Multi-Use Trail Subsurface Utility Engineering Level A Survey proposal.
- The department issued a contract agreement to Kimley-Horn and Associates, Inc. for the Jett Ferry Road Streetscape Plan proposal.
- The department issued a contract agreement to CHB Acquisition Services, LLC for Right of Way Acquisition Services proposal.
- An agreement was executed with NOVA Engineering and Environmental, LLC for Invitation to Bid 22-02 Special Inspections, construction Materials Testing and Engineering Services.

#### **Upcoming Events:**

- The portal for the receipt of National Opioid Settlement has been updated for receipt of funds awarded by court order paid by Janssen.
- The Finance department will begin work on, end of the year audit workpapers.

#### **MUNICIPAL COURT**

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

- The department disposed of more than 506 cases and reset 28 cases.

#### **CITY CLERK**

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

- The City Clerk's Office processed 391 open records requests in the month of November.
- The City Clerk's Office processed 6 contracts in the month of November.
- The City Clerk's Office prepared all agendas, summaries, minutes, and associated procedures for the following meetings that were held during the month of November:
  - ✓ One Art Commission
  - ✓ One Audit Committee
  - ✓ Two City Council
  - ✓ One Citizens Advisory Capital Improvements Committee
  - ✓ One Development Authority
  - ✓ One Joint City Council/Development Authority
  - ✓ One Urban Redevelopment Agency
- The financial transactions and expenditures for the City Council and City Clerk's office were reviewed and approved.

### HUMAN RESOURCES

#### **Upcoming Events:**

- Human Resources and Finance will administer market adjustment pay increases for all City employees in January.
- Human Resources is planning for administration of the annual performance evaluation process, which will take place in January and February.

#### **Other Highlights:**

- The city filled one Police Officer position.
- Human Resources administered the Open Enrollment process, and all City employees had the opportunity to enroll in benefits for the 2023 plan year.
- Human Resources and Finance are working with Paycom to implement several new modules for employee self-service. The Employee Onboarding module is in progress.
- Human Resources and the Wellness Committee sponsored a presentation by the City's Employee Assistance Program (EAP) on Managing Holiday Stress.