

City Manager Monthly Report Report Ending April 7, 2023





PARKS

Upcoming Events: (April 1, 2023- July 31, 2023)

- April 20-23 Lemonade Days
- April 27 Dunwoody Food Truck Thursdays Kickoff
- May 20th Kids to Parks Day
- May 29th Memorial Day Ceremony
- June 2nd Pics in the Park-movie (TBD)
- June 10th Groovin' on the Green Series Opener -Satellite Blvd Band
- July 7th Pics in the Park-movie (TBD)
- July 8th Groovin' on the Green Parks & Rec Month Celebration Corporate Therapy

Major Projects:

- The staff completed the Certificate of Occupancy walkthroughs of Dunwoody Nature Center, Donaldson-Bannister Farm, Dunwoody Cultural Arts Center, Pernoshal Park, Georgetown Park and Windwood Hollow Park with city inspector and risk management.
- Snap!Dragon's Garden exhibit will return March 25th in partnership with Parks Partner, Dunwoody Community Garden & Orchard. The exhibit will showcase live plants and art through April 1st. An Opening Reception will include free kids crafts, popcorn, garden tours, live music, and concessions by Moondog Growlers from 11am to 2pm on the March 25th.

Other Highlights:

- The bench design was received by artist Huelani May Fogleman. The design was presented to the Dunwoody Arts Commission at the March 7th meeting. The sculptural bench will be installed across from the current 'Grounded Growth' art sculpture at Brook Run Park.
- New summer camp offering: SPARK with Overtime Athletics is a sports program for ages 3-6 to expose children to various sports and activities. It will be held at Pernoshal Park for one week each in June and July.



- Operations staff met with State Inspector to have all elevators and wheelchair lifts annually inspected and approved per code of ordinance.
- Lemonade Days "save the date" graphic and traffic alert signs have been created for this year's event. Traffic alert signs will be distributed throughout Brook Run Park beginning week of April 6th.
- A job posting for a temporary Recreation Leader will open March 1st. The position will support Recreation staff from May to October through event setup and night and weekend enforcement of facility rental and field permits.

PUBLIC WORKS

Upcoming Events: (April-June 2023)

• 2023 pavement resurfacing to being in early May.

- Spalding Drive at Chamblee Dunwoody Road- Landscaping and final site restoration will be completed in April.
- Georgetown Gateway- The contractor completed landscaping and Georgia Power set the streetlight poles on the northern half of the corridor. Comcast is still working on the south end of the project but has progressed enough for AT&T to begin relocating their lines. Stormwater pipe installation will begin south of Dunwoody Park in April. Minor traffic delays will continue on Chamblee Dunwoody Road between 9 a.m. and 4 p.m.
- Winters Chapel Trail, Phase I- Georgia Power completed conduit and wiring for the streetlights. Landscaping is scheduled for April. 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 continued installing curb and sidewalk between Nerine Circle and Manget Way but has been slowed by wet soil conditions. The sod is being installed in completed areas between north and south Nerine Circle. The last section of stormwater pipe will be installed in April on Womack now that AT&T has moved



Winters Chapel Trail



- their lines. Minor traffic delays will occur on weekdays between 9 a.m. and 4 p.m.
- Dunwoody Road Sidewalk- The gas main relocation is expected to be completed in April. Dunwoody Road will be closed until summer.

Other Highlights:

• Stormwater pipe rehabilitation using ARPA funds continues with repairs on over 100 pipes in 12 neighborhoods. As of the end of March, contractors have lined 2,200 feet of pipe.

Activities:

• The department replaced over 200 outdated signs in the Kingsley neighborhood.

COMMUNITY DEVELOPMENT

Recent and Upcoming Cases: (March 2023 - April 2023)

- March 13th: The City Council heard the presentation for a special land use permit for a personal care home. The case will have a second read on April 10th.
- April 6th: The Zoning Board of Appeals will hear 4 residential variance requests and a request for a deck addition to the Montessori school.
- April 11th: The Planning Commission will hear two cases: A Special Land Use Permit (SLUP) for the Marcus Jewish Community Center and a rezoning and Special Land Use Permit for a self-storage facility. The Planning and Zoning Division will also present multiple text amendments to implement updated state legislation and address challenges with nonconforming uses and home occupations.

- High Street celebrated its topping-out celebration on March 31st.
- The City's new Safe Streets Manager started his work in March.
- The PATH Foundation has completed a first draft of the Dunwoody Trail Master Plan. The City Council will review the plan for April 24^{th.}
- The Planning and Zoning Division has started the Green Communities recertification process.
- The construction at Campus 244 is continuing with the permit for the parking deck ready to be issued.



 The business license renewal season is underway with a renewal deadline of April 15th. The code enforcement division will conduct business license enforcement subsequently.

Workload/Activities:

- The City Manager provided training for the Planning Commission at their March 14 meeting.
- The staff completed 54 erosion control inspections, with neither citations nor stop-work-orders required.
- The Code Enforcement division received 26 new complaints and brought 21 cases into compliance, including two short-term rentals.
- The Code Enforcement division removed 77 signs from the right-of-way.
- The staff issued 27 code enforcement warnings.
- The department received 154 permit applications and issued 134 permits.
- The department completed 502 building inspections.

ECONOMIC DEVELOPMENT

Upcoming Events: (April 1 – May 2023)

- May 2nd, Dunwoody Art Commission Meeting
- May 18th, Dunwoody Development Authority Board Meeting

- Dunwoody Village Implementation Plan. The Economic Development
 Department has crafted a Redevelopment Implementation Plan for Dunwoody
 Village following input from the Joint Planning Retreat conducted in November
 between the City Council and Development Authority.
 - Hosted a meeting with Village Businesses and Property Owners on March 6th and planning underway for follow-up meeting.
- Edge City 2.0 Vision.
 - Economic Development staff is undertaking an aggressive public engagement campaign to continue the conversation with residents, property owners, and developers.
 - Meeting with Property Owners individually to discuss the Edge City 2.0 Vision.
 - Planning for a series of Edge City Dialogues to continue the conversation regarding the Perimeter Dunwoody economic development vision.



- Innovation & Entrepreneurship Program: The Economic Development Department is implementing a long-term strategy to support entrepreneurs and the innovation economy. Working with Sandy Springs to expand this strategy to the entire Perimeter Market.
- The department worked with the Community Assistance Center and Discover Dunwoody to host a Job Fair in Dunwoody on March 30th.
- Placemaking Economic Development continues to lead creative placemaking efforts in coordination with community partners. Work includes:
 - Implementing Phase II and III of the Green Light Art Project.
 - Working with two artists to install a Mosaic on the retaining wall at Chamblee Dunwoody Road and Womack Road.
 - Working with Perimeter CID and MARTA on a large-scale mural to be installed on the Dunwoody MARTA Station Parking Deck this spring.

Other Highlights:

- Economic Activity
 - o Held Ribbon Cuttings for Halal Guys and 26 Thai.
 - Attended Meetings/Presentations: Perimeter Chamber Chairman's Circle, TiE Monthly Meeting, Cushman and Wakefield Perimeter Briefing, Create Dunwoody Board Meeting, Hosted the DeKalb Economic Development Partners Quarterly Luncheon.

Workload/Activities

- The department conducted 83 business retention calls.
- The department conducted 18 business recruitment calls.

COMMUNICATIONS



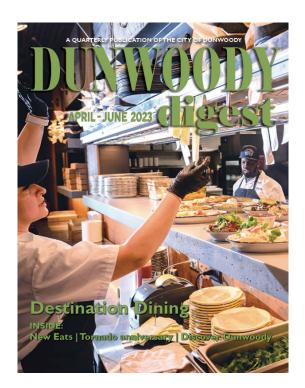
Upcoming:

- Planning for Two Bridges Park opening May 6th
- Sustainability Hero Awards April 24th
- Lemonade Days city tent April 22nd 23rd
- Community Survey findings presentation

Highlights:

- The staff mailed the Spring Dunwoody Digest to residents and businesses.
- Ashford Dunwoody Path Groundbreaking: press release, video, social, news coverage
- The staff redesigned the Perimeter Placemaking Plan in coordination with Economic Development.
- March Youth City Council: Brent Walker
- Youth City Council dinner & presentation
- The department e-signed and prepared paving postcards to be delivered to addresses scheduled for the 2023 paving plan.
- Kathy Florence crowned Ms. Lemonade Days.

- Press releases: Dunwoody plans for safer streets, Dunwoody to hold household hazardous waste recycling event, Dunwoody breaks ground on Ashford Dunwoody Path,
- <u>Graphics</u>: Community Survey, HIREDunwoody, National Daffodil Show, Spring Forward, Dunwoody Road detour, St. Patrick's Day, Vernal Equinox, Dunwoody Digest promos (7 total), April Fools, April calendar ads for Crier & Reporter, DPD survey
- <u>"Inside Dunwoody"</u> by City Manager Eric Linton: April newsletter focused on the Dunwoody Police Department's Call-for-Service Model Survey
- The department helped with final design of the Council Retreat presentation.
- Created presentation to support Top-End Trail funding request.
- Created and shared <u>D-news</u>: <u>March 10</u>, <u>March 17</u>, <u>March 24</u>, <u>March 31</u>, <u>March Dunwoody Ambassadors newsletter</u>





- <u>Videos</u>: Women's History mural artists, Ashford Dunwoody Path groundbreaking, Two Bridges playground installation, Halal Guys and 26 Thai ribbon cuttings, Atlanta Archery Club, , National Daffodil Show
- The department created flyers for two Human Resources department promotions.

March 2023 stats:

- The department issued 5 press releases, received 9 media inquiries, <u>March 2023</u>
 <u>Dunwoody stories link</u>
- Created 16 graphics; Produced 11 videos for social media: 51.6K total views (QT opening was most watched); 2 Council meetings 676 total Facebook views
- Top posts: Transform 285/400 lane shifts (Facebook), QuikTrip opening video (Twitter & Instagram)

INFORMATION TECHNOLOGY

Upcoming Events: (March and April 2023)

- Zero Trust rollout The finalization of configuration is in process.
- Netmotion upgrade Migration in final stages.
- Comcast upgrade to fiber Installation in progress.
- Server Room Clean up and Updates Completed.
- SIEM/SOC project Scheduled.
- Sharepoint Configuration Project in progress.
- OneDrive Project in progress.
- MFA Rollout Final users in progress.
- Network Refresh Equipment arriving.
- Backup solution Next in queue.
- Helpdesk Project scheduled.
- Park Internet The Request for Proposal (RFP) has been drafted.
- Intune configuration in progress.

- Sharepoint Configuration In progress.
- OneDrive In progress.
- New Parks Office Tech Configuration Completed.
- Cyber Security ARPA updates Projects in progress.
- New RMM review





- New backup review
- New Helpdesk solution In progress.
- User and System Audits In progress.

Workload/Activities:

- The department has 281 helpdesk tickets opened this period.
- The department closed 261 helpdesk tickets this period.
- The department hosted seventeen zoom meetings hosted during this period.

Future Projects:

System Upgrades

POLICE

Upcoming Events (April 4, 2023 – June 30, 2023)

- Staff members are participating in the Peachtree Middle School Career Day 2023 on May 18, 2023.
- The department is conducting the Semi-Annual Firearms Training the week of May 1-5, 2023.

Other Highlights:

- Officers conducted a Crosswalk Detail and a Hands-Free Detail on March 23, 2023. Officers issued 4 Vulnerable Road Users (VRU) citations at Peeler Road and Luray Court. A total of 27 hands-free violation citations were issued at Nandina and Mt. Vernon Road.
- Officers received a tip from the DEA and executed a Search Warrant related to drug activity. Officers made an arrest and recovered multiple drugs, including 3.8 lbs. of marijuana, 75.2 grams of partially dried mushrooms, 13 THC cartridges, and several bottle of Promethazine. Almost \$30,000 was seized as well.
- Officers assisted HSI with a Search Warrant. Assorted drugs were located, including one kilo of Fentanyl and approximately \$53,000 was seized.
- Officers conducted a Targeted Patrol Operation in high crime areas of several parts of the city. Officers made ten arrests, which included two Wanted Persons, four people for drug offenses, and five with traffic charges.



- Officers responded to a Strong-Armed Robbery on Pernoshal Court. The victim was attempting to sell shoes on Facebook Marketplace. The "buyers" grabbed the shoes and ran, jumping into a white vehicle.
- Officers responded to a Sexual Assault on Perimeter Center Pkwy near the MARTA station. The victim exited the MARTA station and sat on a bench on Perimeter Center Pkwy. Two black male suspects sat on each side of the victim, and both touched her inappropriately. When the victim tried to call 911, her phone was damaged in a scuffle.
- Officers attempted to conduct a Traffic Stop on a vehicle for speeding. The driver stopped and then fled the scene. No pursuit was initiated.
- Officers responded to an Attempted Suicide on Pernoshal Circle. A 14-year-old female took an unknown substance and was unconscious. The victim was transported to a hospital.
- Officers received a License Plate Reader (LPR) hit on a Wanted Person. The vehicle was located, and the driver was arrested.
- Officers received a LPR hit on a Stolen Auto. The vehicle was located and recovered.
- Officers responded to a Disorderly Person call at Embassy Suites. The suspect was engaged in a physical altercation with security. An Officer engaged the suspect to arrest him. The suspect struck the Officer in the head with his elbow. The suspect was arrested.
- Officers responded to a Rape in Dunwoody Park. The victim stated she was raped by a known offender in her apartment. CID is investigating.
- Officers responded to a Medical Call on a Person Down on Perimeter Center Pkwy. A worker at the High Street construction site was down and CPR was being performed. Officers took over CPR and delivered three shocks via an AED. DeKalb Fire took over, and the victim was transported to the hospital with a pulse.
- Officers responded to a Crash with Injuries on Chamblee Dunwoody Road at Old Spring House Lane. A vehicle turned left in front of a motorcycle. The rider was ejected and injured.
- Officers responded to a Crash with Injuries on I-285 westbound at N. Peachtree.
 A driver pulling a trailer struck another vehicle causing the vehicle to strike the wall. The non-at-fault vehicle was a passenger van with 10 passengers and multiple people had injuries.
- Officers received a LPR hit on a Wanted Person. The vehicle was located, and the driver was arrested.



- Officers received a LPR hit on a Wanted Person. The vehicle was located, and the driver was arrested.
- Officers responded to a report of a Theft at Sunglass Hut at Perimeter Mall. A male subject put 16 pairs of sunglasses, valued at \$7,000, in a bag and walked away.
- An Officer was involved in a Vehicle Crash with a Deer on Roberts Drive.
- Officers responded to a Fraud in Progress at a bank on Mt. Vernon Road. The suspect was attempting to cash a fraudulent check. The suspect fled on foot. After an extensive search, the suspect was not located. However, he was identified, and his vehicle was towed with warrants pending.
- Officers received a LPR hit on a Wanted Person. The vehicle was located, and the driver was arrested.
- Officers responded to a report of a Theft at a home under construction on Chamblee Dunwoody Road. Unknown suspects took \$20,000 worth of appliances from the residence.
- Officers attempted to conduct a Vehicle Stop on I-285 because the vehicle had a Stolen Tag. The vehicle fled from Officers; no pursuit initiated.
- Officers responded to a Vehicle Fire on I-285 westbound at Ashford Dunwoody Road. Once on scene, Officers located a vehicle fully engulfed in a fire. An investigation revealed that the vehicle had been involved in a crash where the other vehicle fled the scene.
- Officers received a LPR hit for a Wanted Person. The vehicle was located, and the driver was arrested.
- Officers responded to a report of an Entering Auto at the Williamsburg Shopping Center. A suspect attempted to enter several cars, including the toolbox on a City of Dunwoody Parks and Recreation vehicle. The suspect was found in Jersey Mikes and arrested.
- Officers assisted Sandy Springs Police Department with the stop of a Stolen Auto vehicle. The driver fled on foot and was apprehended by a Dunwoody Police Officer.
- Officers received a LPR hit on a Wanted Person. The vehicle was located, and the driver was arrested.
- Officers conducted a Traffic Stop for a minor traffic violation. The driver refused to stop and fled from Officers. No pursuit was initiated. Officers responded to the registered owner's home and were able to identify her as the driver and make an arrest.



- Officers responded to a Burglary in Progress. A male subject was located lying on the bed of the victim's child. The suspect was arrested.
- Officers received a LPR hit on someone Concealing the Identify of a Vehicle. The vehicle was located, and the driver was cited.
- Officers responded to a report of Damage to Property at the Atlanta North Seventh-day Adventist Church. Unknown subjects placed a dead raccoon and spray painted a black cross on the sidewalk on the concrete.
- Officers responded to a report of a Disorderly Person at the Marriott. The suspect provided a false name and then resisted arrest. After arrest, a blue baggie with suspected Fentanyl was located. As the suspect was being transported to the jail, he experienced symptoms of an overdose. The suspect was then transported to the hospital by AMR, and an Officer that was riding in the back of the ambulance with him started experiencing symptoms of fentanyl exposure. The Officer was evaluated and released from the hospital.
- Officers located a male asleep in GA400. The victim was showing signs of an overdose. Narcan was deployed, and the subject became responsive.
- Officers responded to a report of Criminal Trespass at an apartment on Peachtree Industrial Boulevard. Three juvenile suspects were observed on video throwing eggs at an apartment.
- Officers received a LPR hit on a Stolen Auto. The vehicle was located, and the driver was arrested.
- Officers received a LPR hit on a Wanted Person. The vehicle was located, and the driver was arrested.
- Officers responded to a report of Shoplifting from Dillard's. While attempting to locate the stolen merchandise, Officers located a stolen Glock 17 handgun and a puncture device in one suspect's backpack. Three suspects were arrested.
- Officers responded to a report of Child Abuse on Peachtree Industrial Boulevard.
 It was learned that the mother of two children had struck the children on the
 wrist with a metal pole causing injuries. Both parents were charged, and the
 Department of Family and Children Services was called.
- Officers responded to an Arson and Terroristic Threats at the QT on Ashford
 Dunwoody Road. A male suspect was attempting to set the dumpster on fire and
 threatening the attendant. The offender was arrested but was transported to the
 hospital for a mental health evaluation.
- Officers responded to a report of a Scam on Womack Road. The victim received a
 phone call from a suspect claiming to be Chief Grogan stating the department
 was investigating the victim. The victim hung up and called the police.



- Officers responded to a report of a Burglary at the High Street construction site. Unknown suspects stole 700 feet of copper wire.
- Officers responded to an Overdose. Officers arrived and took over CPR of the victim. Officers attached an AED and performed CPR. Officers also administered a dose of Narcan. The 19-year-old victim passed away.
- Officers responded to an Overdose call on Spring Mill Cove. The victim was recovering as Officers arrived and admitted doing Heroin. Officers collected Heroin at the scene, which was suspected of being laced with Fentanyl.
- Officers responded to Suicide Threats on Vernon North Drive. A male juvenile
 was expressing thoughts of suicide and had a knife. Officers were able to get the
 victim transported to a hospital for treatment.
- Officers responded to a report of a Missing Juvenile. Officers located a missing juvenile that had not been returned per a custody agreement to a spouse. The father of the child had an outstanding warrant and was arrested.
- Officers responded to a report of an Assault on Peachtree Industrial Boulevard.
 An unknown Hispanic female attacked a male victim with the windshield wiper from his car.
- Officers responded to a Vehicle Crash on Ashford Dunwoody Road northbound at I-285. The driver of a vehicle lost control, struck several objects, and came to rest on the median with the driver trapped. The driver was extricated from the vehicle and transported to the hospital.
- Officers responded to a report of a Robbery on Dunwoody Club Drive. The victim observed two male suspects walking away from his lawn truck carrying tools. As the victim approached the males, one of them raised his shirt, displaying a firearm. The suspects then fled on foot.
- Officers responded to a report of a Tree Down during high winds on Kings Point Drive. Public Works responded to remove the tree.
- Officers responded to a report of an Aggravated Assault on Perimeter Center Place. The victim was approached by a black male who spoke in a threatening tone, in which the victim continued walking. The suspect then attacked the victim and pulled out a knife, slashing at the victim, who received lacerations to his neck and both arms.
- Officers responded to a Person Hit by an Auto in the parking lot of All Saints Catholic Church. An 87-year-old woman walked in front of a slow-moving vehicle in the parking lot and was struck. The victim sustained a head injury and was transported to the hospital.



- Officers received a LPR hit on a Stolen Auto. The vehicle was located, and the driver was arrested.
- Officers responded to a report of a Motor Vehicle Theft at the Manhattan Condos. A black male suspect entered the parking deck on a bicycle and left with a golf cart. Officers were able to locate the suspect on the golf cart on Meadow Lane and conduct a traffic stop. The suspect provided several stories about why he took the golf cart. Eventually, he admitted he was just taking it for a joy ride. When the suspect was arrested, Officers located suspected Methamphetamine.
- Officers responded to a report of a Fraud at Perimeter Mall. The victim was approached by three men who asked her to exchange \$1,000 for them via the Cash app for \$1,000 cash. When the victim conducted the cash app transaction, one suspect grabbed the \$1,000 cash back and fled.
- Officers responded to a report of Recovered Drugs at the City Courtroom. A
 member of the building maintenance crew located a baggie of suspected
 narcotics in the courtroom. The substance tested positive for cocaine and
 fentanyl.
- Officers responded to a Family Violence incident. The victim stated her boyfriend refused to let her leave the apartment. The victim also stated he had shot at her the night before. A bullet hole was located. CID is investigating.

FINANCE

- The Georgia Crime Information Center (GCIC) conducts a pre-audit and an onsite audit at a minimum of once every two years to assess the City's Criminal Justice Information System (CJIS) to ensure compliance with applicable statutes, regulations, and policies. Finance staff completed the pre-audit, and the on-site audit was conducted on Tuesday, March 14th. Finance staff received confirmation that the city passed the audit.
- The Q1 2023 Safety Committee Meeting was held.
- A meeting was held on Friday, March 24th to review the FY2023 Property and Liability Insurance renewal with GIRMA. The city will see an approximately 10% increase in the premiums, like what other municipalities experienced.
- The staff began conducting interviews for the Assistant Finance Director position.
- Finance staff is working on updating Standard Operating Procedures as needed with new software and processes moving forward.



 The Monthly Financial Report for February 2023 can be found at: https://www.dunwoodyga.gov/home/showdocument?id=2756&t=638161133069066952

Other Highlights:

- Risk Management participated in the active shooter training conducted by the Police Department.
- The Finance department filed 1 insurance claim during the month of March.
- A Notice to Proceed was issued to Vanasse Hangen Brustlin, Inc. for Quarterly Bacterial Monitoring.
- A Notice to Proceed was issued to Vanasse Hangen Brustlin, Inc. for E. coli Sampling in Crooked Creek Watershed.
- A Notice to Proceed was issued to Practical Design Partners, LLC for IWQ 23-05
 Conceptual Design of Sidewalk at Two Locations Along Peeler Road.
- A Notice to Proceed was issued to Practical Design Partners, LLC for IWQ 23-06
 Conceptual Design of sidewalk at Three Locations in the City of Dunwoody.
- A Notice of Intent to Award was issued to CGS, LLC for ITB 23-01 Winters Chapel Path Landscaping Improvements Project.
- A Notice to Proceed was issued to W&A Engineering, Inc. for Construction Staking and Surveying Services.
- A Notice to Proceed was issued to Prowess Construction and Consulting for IWQ 23-0-3 Install Ballistic Fabric to Commission Desk area.
- The City received one (1) proposal for Request for Proposal (RFP) 23-03 Concept Design of Shared Use Path from Georgetown to Perimeter.
- The department posted Intent to Bid (ITB) 23-03 Ashford Dunwoody Road Eastbound on Ramp @ I-285Project GDOT PI No. 0017430.
- The March Purchasing P-Card cycle closed on March 27, 2023.

Upcoming Events:

• The FY2022 end of the year audit fieldwork by the external auditors began on Monday, March 20th.

MUNICIPAL COURT

- The department disposed of over 516 cases and 32 cases have been reset.
- The department audited failure to appear in preparation for Amnesty.





CLERK

Other Highlights:

• Attended the 2023 City Council annual retreat March 22 – March 23, 2023.

Workload/Activities:

- The department processed 520 open records requests in the month of March.
- The staff processed 13 contracts in the month of March.
- The staff prepared all agendas, summaries, minutes, and associated procedures for the following meetings that were held during the month of March: Two Art Commission Five City Council
- The department reviewed and approved financial transactions and expenditures for the City Council and City Clerk's office for the month of March.

HUMAN RESOURCES

Upcoming Events:

- Human Resources and the Wellness Committee will sponsor a dermatology screening event in April and hearing screenings in May.
- Human Resources and the Wellness Committee will sponsor an employee event in May for all staff to enjoy a healthy snack and socialize with each other.

Other Highlights:

- Human Resources prepared and published Total Compensation Statements for all employees.
- Human Resources is administering a salary and benefits survey to ensure a competitive position for recruitment and retention purposes.
- Human Resources coordinated with the Police Department on a Sergeant promotional process that resulted in the promotion of two new Sergeants.
- Human Resources published the 2023 annual update of the Employee Handbook to all City employees. Human Resources published pertinent policies to consultants.
- Human Resources conducted an annual review of all City job descriptions.
- Human Resources and the Wellness Committee sponsored a wellness challenge and an employee education session on insulin resistance, pre-diabetes, and diabetes.



• Human Resources worked with Paycom to implement an Employee Onboarding module.