



**City Manager
Monthly Report
Report Ending July 7, 2023**

PARKS

Upcoming Events: (June 1, 2023- October 31, 2023)

- June 2, Pics in the Park: Shang-Chi
- June 10, Groovin' on the Green Series Opener -Satellite Blvd Band
- July 7, Pics in the Park: Wonder Woman
- July 8, Groovin' on the Green Parks & Rec Month Celebration -Corporate Therapy + Music School student showcase
- July 29, B98FM Movie Night
- August 4, Pics in the Park: Ready Player One
- August 12, Groovin' on the Green Back to School Bash with Deep Velvet
- August 26, Dog Days of Summer Photoshoot
- September 7, MJCCA Night at Food Truck Thursday
- September 9, Groovin' on the Green Singer-Songwriter Showcase with Katie & Corey, Highbeams, and Run Katie Run
- October 14, Groovin' on the Green Finale with DEPARTURE
- October 26, Truck or Treat

Major Projects:

- The fire line backflow repair and replacement completed at City Hall.
- Pics in the Park and Groovin' on the Green Series kicked off summer with large crowds.
- The Park Maintenance contract is out to bid, and responses are due July 20th.
- The Dunwoody Cultural Arts Center/Spruill Expansion is progressing well. Contractor has completed foundation work and block walls are being installed.
- The staff met with the Stormwater staff and members of the Dunwoody Nature Center for the pre-construction meeting of the drainage infrastructure improvements at the Eco-Classroom. The work is expected to begin mid-July.

Other Highlights:

- The new partner program with First Baptist Church, ready for August 1st registration. The program offers basketball leagues for U6 to adults, beginning November 11th.
- The sister sculpture to Grounded Growth at Brook Run Park is in progress. The 15-foot sculpture features seating for 16 along flower petal benches and installation is tentative for Fall 2023.

- July is Parks and Recreation Month and will be highlighted with staff interviews posted on social media throughout the month.

Workload/Activities:

- The staff is working on the surface drainage mitigation at the Donaldson Bannister Farm, including regrading and installation of plant material.
- StoryWalk and Little Free Libraries are being inspected by seasonal staff for damage and book needs. The staff will coordinate with the Friends of the Dunwoody Library for replenishing books at the Little Free Libraries.

PUBLIC WORKS

Upcoming Events: (July-September 2023)

- Public comment period for sidewalk concept designs on Happy Hollow Road, Chamblee Dunwoody Road at Oakpointe Place, Dunwoody Club Drive, Perimeter Center East, Peeler Road at Equestrian Way and Happy Hollow Road
- Stormwater pipe rehabilitation on Wyntercreek Court, Devonshire Way and Lakeside Drive.

Major Projects:

- Dunwoody Road Sidewalk- **Sol Construction has completed the retaining walls and 90% of the curb.** The stormwater pipe under the road was lined this month. Dunwoody Road will remain closed through the summer.
- Chamblee Dunwoody at Womack Intersection- **Wilson Construction completed the base layer of paving on Womack Road. Final paving is expected later this summer. The granite facing on the retaining wall adjacent to the library is nearing completion so that artists can begin work on the tile mosaic.** The wiring for the new traffic signal is being installed. Minor traffic delays will occur on weekdays between 9 a.m. and 4 p.m.



Dunwoody Road Wall Construction

- 2023 Pavement Resurfacing- **Blount resumed paving and completed the last segment of paving on Spalding Drive. Paving in the Renfroe Lake subdivision is planned for July.**
- Georgetown Gateway- AT&T installed new anchor poles. **The city's contractor completed 330 feet of curb in the vicinity of Dunwoody Park.** At the south end of the project the contractor completed 20 feet of stormwater pipe and installed 1 drainage structures. The pipe crew is having to work slowly to avoid the numerous utilities in the path of the pipe. The right, southbound lane at I-285 remains closed for pipe work. Minor traffic delays will continue on Chamblee Dunwoody Road.
- Vermack Road Path Phase I- **Autaco began work Vermack Path adjacent to Dunwoody High School.** Several underground utilities were relocated, and the northern section of the path will be constructed in July.
- Winters Chapel Trail, Phase I - The contractor is expected to complete the punch list in July.

Other Highlights:

- **The ARPA-funded Stormwater Construction Manager has facilitated the rehabilitation of over 1-mile of stormwater pipe in the past year.**
- The Stormwater Management Plan for 2022-2027 has been submitted to the Georgia Environmental Protection Division for review.

Activities:

- The department completed 44 stormwater, roadway, and signal work orders.

COMMUNITY DEVELOPMENT

Recent and Upcoming Cases: (June 2023 – July 2023)

- June 1st: The Zoning Board of Appeals approved two residential variance requests and a parking variance for the Burger King on Chamblee Dunwoody Road.
- June 13th: The Planning Commission recommended approval on two text amendments for drug rehabilitation centers and for medical cannabis dispensaries. There won't be a Planning Commission meeting in July.
- June 29th: The City Council had a first read for a rezoning and special land use permit for a new storage facility at 4470 Chamblee Dunwoody Road and a first read for the removal of conditions for 84 Perimeter Center East. The City Council

also passed four text amendments and the special land use permit for the Marcus Jewish Community Center

- July 6th: The Zoning Board of Appeals will hear three residential variance cases.
- July 10th: The City Council will hear the two text amendment cases regarding drug rehabilitation centers and medical cannabis dispensaries in addition to the second read for 4470 Chamblee Dunwoody Road and 84 Perimeter Center East.

Major Projects:

- **The Hall at Ashford Lane food hall is open.**
- The work is continuing at Campus 244 with footings going in for the planned Element Hotel
- **The 2023 Household Electronics Recycling Event is scheduled for October 1st at St. Luke's Presbyterian Church.**
- **The department has started accepting applications for the 2023 front yard trees program.**

Workload/Activities:

- The staff completed 46 erosion control inspections, with four notices of violation issued.
- The Code Enforcement division conducted 169 inspections, received 58 new complaints, and brought 33 cases into compliance.
- The Code Enforcement division removed 237 signs from the right-of-way.
- The staff issued 44 code enforcement warnings and 3 citations.
- The department received 139 permit applications and issued 111 permits.
- The department completed 490 building inspections.

ECONOMIC DEVELOPMENT

Upcoming Events: (June 5 – July 31, 2023)

- July 5th, Dunwoody Art Commission Meeting
- July 20th, Dunwoody Development Authority Meeting

Major Projects:

- Placemaking – The Economic Development Department continues to lead creative placemaking efforts in coordination with community partners. Projects:
 - Unveiled the Mural on the Ashford Lane parking deck.

- **Unveiled the Dunwoody MARTA Station Parking Deck Mural in coordination with Perimeter CID and MARTA.**
- Held the Storefront Art Exhibit Unveiling Ceremony at Dunwoody High School.
- Working with two artists to install a Mosaic on the retaining wall at Chamblee Dunwoody Road and Womack Road. The funding request was approved by City Council in May.
- 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.
 - **Working with Village Businesses and Property Owners to hold a follow-up meeting to discuss formation of a Village Business Association scheduled for June 7th.**
- Edge City 2.0 Vision.
 - The Economic Development staff is undertaking an aggressive public engagement campaign to continue the conversation with residents, property owners, and developers.
 - The department is meeting with Property Owners individually to discuss the Edge City 2.0 Vision.
 - The department is 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.

Other Highlights:

- Economic Activity –
 - Held Ribbon Cutting for Aqua Tots, CAMP, Visionworks, and The Hall.
 - Attended Meetings/Presentations: TiE Monthly Meeting, Create Dunwoody Board Meeting, Discover Dunwoody Board Meeting.

Workload/Activities:

- The department conducted 65 business retention calls.
- The staff conducted 12 business recruitment calls.

COMMUNICATIONS / MARKETING

Upcoming:

- Planning Winters Chapel Trail ribbon cutting

- Developing Dunwoody map for hotel guests, Perimeter workforce
- Producing fire drill video with risk management and police

Highlights:

- **Designed, wrote, printed, and mailed the Summer Dunwoody Digest**
- **Designed and installed placemaking banners in the Dunwoody Village**
- Designed the new Dunwoody bond election website, created & updated project pages.
- Happy Hollow improvements – mailers, yard signs, website, press release, social posts
- July 4th City tent – patriotic leis, fans, calendar fliers



Workload/Activities:

Press releases: Dunwoody bond vote in November, GMA recognizes Dunwoody, Happy Hollow improvements, StoryWalk celebrates Juneteenth, Dunwoody earns finance awards.

- Graphics: Best of All, Dunwoody Digest (6 versions), Water conservation, Police Foundation donations, Fireworks rules, Stargazing event, Summer Solstice, Juneteenth, Father's Day, What's New for businesses, Village banners, Flag Day, Wildcat Park, Trouble calls, Farmers Market, Groovin' on the Green, July calendar ads for Crier & Reporter
- "Inside Dunwoody" by City Manager Eric Linton: July newsletter focused on public art initiatives in Dunwoody
- Created and shared D-news: [June 9](#), [June 16](#), [June 23](#), [June 30](#), [Dunwoody Ambassadors June Update](#)
- Videos: MARTA mural unveiling, CAMP ribbon cutting, Visionworks ribbon cutting, Aqua-Tots ribbon cutting, The Hall at Ashford Lane ribbon cutting, Teen Police Academy day one, Teen Police Academy graduation

June 2023 stats:

- Issued 4 press releases, received 11 media inquiries, [June 2023 Dunwoody stories link](#)
- Created 11 graphics; Produced 7 videos for social media: 27.9K total views (Teen Police 1st day was most watched); 2 Council meetings – 597 total views.
- Top posts: (Facebook) GDOT Pitts Road Bridge closing; (Twitter) Teen Police Academy 11Alive story; (Instagram + LinkedIn) CAMP opening video

INFORMATION TECHNOLOGY

Upcoming Events: (June 2023)

- **OneDrive – Completed**
- **Caseguard - Completed**
- Zero Trust rollout – The final stages are progressing.
- Comcast upgrade to fiber – The configuration is in progress.
- SIEM/SOC project – In progress.
- Sharepoint Configuration – The project is in progress.
- Network Refresh – The equipment will be arriving soon.
- Park Internet – Request for Proposal (RFP) was posted, and the deadline extended.
- Intune – The testing is in progress.
- Rave Panic Button – The training is in progress.
- Bluebeam Revu – The process has started.
- User and System Audits – In progress.
- E-Agent Failover – In progress.

Major Projects:

- Cyber Security ARPA updates – Projects in progress.
- New Remote Monitoring and Management (RMM) review.
- New back up is in review.
- Cyber Resiliency Review – Scheduled.
- External Dependencies Management Assessment – Scheduled.
- Central Square – The estimated start date is March 2024.
- Additional Security Assessment and Updates – In progress.
- Annex Connectivity – Scheduled.

Workload/Activities:

- The department has 320 helpdesk tickets open for this period.



MONTHLY REPORT
REPORT ENDING JULY 7, 2023

- The department has closed 309 helpdesks.
- The department hosted 14 zoom meetings.

Future Projects:

- System Upgrades
- Court App Updates

POLICE

Upcoming Events (July 1, 2023 – August 30, 2023)

- Coffee With a Cop is scheduled for July 17, 2023, from 8 am-10 am at Crema Espresso Gourmet at 2458 Mt. Vernon Road.

Other Highlights:

- Officers conducted a Distracted Driving & Crosswalk Detail on June 21st in the PCID area. There were 26 citations issued, including 10 for Hands-Free violations and two for crossing the road, not at a crosswalk.

Workload/Activities:

- Officers responded to a Suicide Attempt on Dartford Drive. The female victim said she wanted to harm herself and had tried to cut her throat and wrists resulting in superficial injuries. The victim was transported to the hospital for evaluation.
- Officers responded to a report of an Injured Deer. Officers euthanized the deer.
- Officers responded to a report of a Sexual Assault on N. Peachtree, which involved juveniles. Detectives are investigating.
- Officers responded to a report of a Sexual Assault at the Hampton Inn. The juvenile victim reported that she was sexually assaulted by her father. CID is investigating.
- Officers received a License Plate Reader Hit on a Missing Person. Officers were able to locate the vehicle and the missing person.
- Officers responded to a report of Entering Autos at 4504 Ashford Dunwoody Road. Unknown suspects broke into six vehicles at this location.
- Officers responded to a report of a Snatch Theft from Zales. An unknown suspect asked to see several pieces of jewelry, valued at \$26,000. After the jewelry was placed on the counter, the suspect grabbed it and fled the scene.
- Officers attempted to conduct a Traffic Stop on a vehicle. The driver fled the scene and refused to stop. No pursuit was initiated.

- Officers responded to a report of a Stolen Auto. Officers checked Flock and were able to locate the vehicle at Asbury Square apartments.
- Officers responded to a Domestic Violence where a gun was possibly pulled on one party. As Officers approached the building, they heard potential gunfire. Offices were unable to locate evidence of shots being fired and both parties denied any gunfire.
- Officers responded to a Burglary in Progress at a storage unit. A caller advised three subjects were actively cutting locks off and breaking into the units. The subjects entering their own unit, but one subject was arrested for Possession of Methamphetamine.
- Officers responded to a Burglary at Ravinia 3. A suspect was located in the building. The suspect was in possession of electronics from several offices and was arrested.
- Officers experienced several Weather-Related incidents during the storm on June 26th. A tree fell on Dunwoody Club Drive near Ashley Court.
- Officers responded to a Burglary at Buffalo Wild Wings. Three unknown suspects smashed the glass door to the takeout area and stole cash.
- Officers responded to a report of a Runaway of a 14-year-old female. She was located the following day.
- Officers responded to a Shoplifting in Progress call at Nordstrom Rack. A female suspect was cutting the security tags from clothes. The suspect fled from Officers when she exited the business. The female was caught and was armed with what appeared to be a handgun in her waistband that turned out to be a pellet gun. The suspect also had a bag of cocaine on her.
- Officers responded to a Burglary in Progress on Pernoshal Court. A suspect was located in an unoccupied residence, taking a bath. The suspect was arrested.
- Officers received an LPR Hit on a Stolen Auto. The vehicle was located and recovered.
- Officers responded to a Vandalism call at Brook Run Park. Unknown suspects spray-painted one of the restrooms.
- Officers responded to a Burglary in Progress on Dunwoody Gables Drive. Three male and three female suspects were inside a vacant apartment. The three females were detained by Officers, and the three male suspects fled. One was located, and all were charged with Criminal Trespass. The suspects were a mixture of adults and juveniles.
- Officers responded to a report of a Suspicious Package at a business on Chamblee Dunwoody Road. The package was delivered two weeks ago, and an

employee opened it up and found a clear plastic bag containing a white powder. The employee put the bag in his apron and went into respiratory arrest a short time later. The substance in the bank was tested and determined to be Fentanyl. The investigation is continuing.

- Officers received an LPR hit on a Stolen Auto. The vehicle was located and recovered.
- Officers responded to a Motor Vehicle Theft on Perimeter Center West. The victim was sharing a room with a female friend. The victim passed out, and when he woke up, the female had stolen his vehicle. The vehicle was later located, and the suspect was arrested.
- Officers responded to a Suicide call at the Marriott Hotel. The victim apparently jumped from the 17th floor and was found deceased.
- Officers conducted a Traffic Stop on a vehicle on Ashford Dunwoody Road. During the stop, a stolen firearm out of Cobb County was located in possession of a juvenile, as was another firearm in the vehicle. Juvenile complaint forms were completed on both juveniles.
- Officers responded to a Pedestrian Struck by Auto in the parking lot of Target. A pedestrian was struck exiting the driveway of Target by the driver of a motor vehicle who misunderstood the pedestrian's intent to cross the road. The victim was transported to the hospital.
- Officers responded to a Wanted Person call at North Italia. Officers located a mail theft suspect there and arrested him. The suspect also had an outstanding Burglary warrant on him out of Alabama.
- Officers responded to a Crash with Injuries on I-285 westbound on Ashford Dunwoody Road. A Non-Player Character (NPC) vehicle pulling out of a lane closure was struck by another vehicle and was injured. All lanes were shut down for one hour.
- Officers responded to an Overdose call on Mile Post Drive. A male subject was down, and CPR was in progress. Officers deployed two doses of Narcan, and the male began to recover. He was transported to the hospital.
- Officers received an LPR hit on a Wanted Person. The vehicle was located, and the suspect was arrested.
- Officers responded to a Vehicle Fire on I-285 westbound at N. Shallowford. The right rear tire caught fire on a trailer, which was close to a forklift strapped to the trailer with a propane tank. The interstate was shut down until the fire was extinguished.

- Officers responded to a Welfare Check call on Luray Ct. Officers located an extremely intoxicated suspect who pushed his 90-year-old mother while Officers were present. As Officers attempted to take the suspect into custody, he assaulted a firefighter. Officers were able to arrest the suspect after Tasering him and two officers sustained minor injuries.
- Officers responded to a report of Loitering & Prowling. Two suspects hanging out in the apartment complex were believed to be suspects in recent mail theft. Both suspects fled from the Officers, but one was located and arrested.
- Officers responded to a report of Criminal Trespass at Perimeter Center East. The suspect was asleep on a bench after receiving a trespass warning from the location. The suspect resisted arrest and was taken into custody.
- Officers conducted a Traffic Stop on a vehicle on I-285 westbound. The driver of the vehicle fled, and no pursuit was initiated. The owner of the vehicle has an active warrant out for his arrest for breaking into cars.
- Officers responded to a Fight call at Walmart between two employees. One employee had left the store, but the second was located. A short time later, the employee who left returned with a baseball bat and was subsequently arrested.
- Officers conducted a Traffic Stop. While on the stop, Officers could smell a strong odor of marijuana. A search of the vehicle revealed two guns, one of which was stolen out of Clayton County, and 6.4 ounces of marijuana packaged for sale. Both suspects were arrested.
- Officers received information from Enterprise that one of their Stolen Vehicles was pinging in Dunwoody. Officers were able to locate and recover the vehicle and arrest the suspect.
- Officers responded to a Vehicle Fire on I-285. Officers located a one-vehicle crash involving a drunk driver. The driver was arrested, and the fire was extinguished.
- Officers responded to a Robbery by Force on Perimeter Center West. The victim was beaten up by the suspect, and his crossbody bag, cell phone, and wallet were taken.
- Officers conducted a Traffic Stop on a vehicle. After stopping, the driver fled from the Officers in the vehicle. No pursuit was initiated.
- Officers received an LPR hit on a Stolen Auto. The vehicle was located and removed from the hot list.
- Officers responded to a Criminal Trespass at 100 Perimeter Center Place. A female was refusing to leave the business. The suspect gave Officers a false name and date of birth and was subsequently arrested.

- Officers responded to an Emotionally Disturbed Person call. The suspect suffers from Schizophrenia and was damaging the inside of the house. Officers were able to de-escalate the situation and get the subject transported to the hospital. An Officer suffered a minor injury during the call.
- Officers responded to a Vandalism call at Pernoshal Park. Officers located graffiti in the restrooms and on a nearby picnic table.
- Officers responded to an Armed Person call at 1211 Perimeter Center East. The victim stated that her ex-boyfriend was armed with a gun and threatening to kill her. The suspect was located and detained. The suspect did not have a firearm, and the victim eventually admitted she never saw a gun. However, he did threaten to shoot and kill her, so he was arrested.
- Officers received a Drug Complaint at Dunwoody Crossing Apartments. Officers attempted to stop two vehicles that left the suspect apartment. The driver of one vehicle fled, and narcotics were located in the second vehicle. A search warrant was executed on the apartment and additional narcotics were located.
- Officers responded to a Harassing Communication at the Marcus Jewish Community Center. An unknown individual had left voicemails, sent emails, and sent a letter to an employee at the Marcus Jewish Community Center expressing disturbing beliefs toward Jews, African Americans, and specific individuals.
- Officers responded to an Attempted Burglary. A Hispanic male attempted to break into Macy's through a wall. Loss Prevention confronted the subject, and he fled the area.
- Officers conducted a Traffic Stop on a vehicle on N. Peachtree. After stopping, the driver fled in the vehicle. No pursuit was initiated.
- Officers conducted a Traffic Stop on a vehicle on N. Peachtree. The driver refused to stop and fled. No pursuit was initiated.
- An Officer was driving down N. Peachtree when a deer ran out in front of the vehicle, causing a crash.
- Officers responded to an Attempted Armed Robbery on Peachtree Place Parkway. The victim said he was flagged down by a male subject on a bicycle. The victim pulled up to the suspect, and he pulled a gun on the victim. The victim sped off in his vehicle.
- Officers were asked to assist the Gwinnett County Police Department with the arrest of a Theft suspect on Lake Ridge Lane. The suspect stole hoods off of Jeeps in their jurisdiction. The suspect was arrested.

FINANCE

Major Projects:

- The 2022 Annual Comprehensive Financial Report (ACFR) was completed and posted to the City's website:
<https://www.dunwoodyga.gov/government/departments/finance/financial-reports>
- Held the first two Public Hearings to review the 2023 millage rate on Monday, June 12th (8:00am and 6:00pm), with the third Public Hearing and vote by City Council scheduled for Monday, July 10th at 6:00pm.
- Conducted 2 not-for-profit verification audits to review spending related to ARPA funds.
- Finance staff is working on updating Standard Operating Procedures as needed with new software and processes moving forward.
- The Monthly Financial Report for May 2023 can be found at:
<https://www.dunwoodyga.gov/home/showdocument?id=2978&t=638239798340647637>
- Additionally, the City's ARP and CARES webpages have been updated with actual spending through May 31, 2023.

Other Highlights:

- The Finance department filed 2 insurance claims during the month of June.
- The Risk Manager held an initial kick-off meeting with Presido, Information Technology, and Police for the physical security assessment of City Hall.
- **The department submitted the necessary documents to GIRMA for the Safety Grant and Workers Comp Grant. Each grant, if awarded, would be for \$10,000.**
- Purchasing conducted a Pre-Proposal Conference for Request for Proposal (RFP) 23-07 On-Call Sidewalk & Small Construction Projects-Unit Price Contract with Public Works.
- The department issued Addendum 1 for RFP 23-07 On-Call Sidewalk & Small Construction Projects-Unit Price Contract.
- Purchasing conducted a Pre-Bid Conference for Invitation to Bid (ITB) 23-04 Gateway Signs with Public Works.
- The department issued Addendum 1 for ITB 23-04 Gateway Signs.
- Purchasing conducted a Pre-Proposal Conference for RFP 23-08 Construction of the Dunwoody Veterans Memorial with the Parks & Recreation Department.
- Purchasing conducted a Pre-Proposal Conference for RFP 23-04 Parks and Right of Way Maintenance with the Parks & Recreation Department.

- The department issued Addendum 1 for RFP 23-04 Parks and Right of Way Maintenance.
- The department issued Addendum 2 for RFP 23-05 Managed Internet at the Parks.
- The Purchasing P-Card Cycle for the month of June ended June 26,2023.

Upcoming Events:

- The Finance Department kicked off the 2024 Operating and Capital Budget process.

MUNICIPAL COURT

Workload/Activities:

- The department disposed of over 752 cases and 42 cases were reset.
- The department began mailing bond forfeiture notices to defendants and sureties.

CLERK

Workload/Activities:

- **The department processed 500 open records requests in the month of June.**
- The City Clerk's Office processed 7 contracts in the month of June.
- The City Clerk's Office prepared all agendas, summaries, minutes, and associated procedures for the following meetings that were held during the month of June:
 - ✓ One Art Commission
 - ✓ One Budget Committee
 - ✓ Two City Council
- The department reviewed and approved financial transactions and expenditures for the City Council and City Clerk's office for the month of June.

HUMAN RESOURCES

Upcoming Events:



MONTHLY REPORT
REPORT ENDING JULY 7, 2023

- Human Resources and the Wellness Committee will sponsor biometric screenings, flu shots, and angioscreens for employees in the late summer/fall.
- An annual training for all employees on the City's EEO and No Harassment Policy has been scheduled for September.

Other Highlights:

- The city filled one Human Resources Generalist position.
- Human Resources is administering a salary and benefits survey to ensure a competitive position for recruitment and retention purposes.
- Human Resources is working with the City's benefits broker regarding benefits renewals in preparation for Open Enrollment.