



**City Manager
Monthly Report
Report Ending May 5, 2023**



PARKS

Upcoming Events: (May 1, 2023- August 31, 2023)

- 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 + Music School student showcase
- August 4th, Pics in the Park
- August 12th, Groovin' on the Green

Major Projects:

- Two Bridges Park is completed and open for business.
- The bathroom construction at Waterford Park is completed.
- The construction documents for the Veterans Memorial at Brook Run Park will be completed this week.
- The demolition is completed at the Art Center and grading has begun for the facility expansion.

Other Highlights:

- The department had 102 people sign up for Step Challenge this year. The first-place winner logged over 900,000 steps.
- The DeKalb County Special Olympics went great. The department hosted Soccer skills as well as Bocce Ball and both were a success.
- New poles and netting were installed along North Peachtree Road to stop home runs from being hit into street.
- The staff completed the grading and sodding of the Peachtree Middle School football field.

Workload/Activities:

- Donaldson Bannister Farm Drainage issues are being addressed.
- The Operations staff completed fire alarm inspections of City Hall and the Annex.

- The staff scheduled the deck repair at Brook Run Park playground.
- Foundation repairs at the Arts Center and the Bannister Farm have been scheduled.

PUBLIC WORKS

Upcoming Events: (May-July 2023)

- Perimeter Center West at Crown Pointe Parkway Turn Lane and Path Construction (Perimeter CID project)
- Public comment period for sidewalk concept designs on Chamblee Dunwoody Road at Oakpointe Place, Dunwoody Club Drive, Happy Hollow Road, Perimeter Center East, Peeler Road at Equestrian Way and at Happy Hollow Road

Major Projects:

- Georgetown Gateway- Comcast completed their relocation work. AT&T mobilized in April and is expected to complete their final relocation work in June. The city's contractor completed 90 feet of road widening south of Chateau Drive, concrete driveways at Riva Apartments, 50 feet of stormwater pipe and demolition of the island at the I-285 on-ramp. The right, southbound lane at I-285 has been closed so that the last line of stormwater pipe can be installed on the west side of Chamblee Dunwoody Road. Minor traffic delays will continue on Chamblee Dunwoody Road between 9 a.m. and 4 p.m.

- Dunwoody Road Sidewalk- The gas main relocation and tree removal was completed on schedule in April. Sol Construction has begun construction of the retaining wall at the creek crossing with completion of the wall expected in May. Dunwoody Road will be closed until summer.
- Chamblee Dunwoody at Womack Intersection- Wilson Construction continued installing curb and sidewalk between Nerine Circle and Manget Way. The curb and sidewalk were completed on the east side of Chamblee Dunwoody Road and 200 feet of stormwater pipe was installed on Womack Road. The sod is being installed in completed areas on Chamblee Dunwoody Road. Minor traffic delays will occur on weekdays between 9 a.m. and 4 p.m.
- 2023 Pavement Resurfacing- Blount will be resurfacing streets in the Oxford Chase neighborhood and Renfro Lake neighborhoods in May.
- Winters Chapel Trail, Phase I- The streetlight poles will be installed by Georgia Power in late May or June. The landscaping is 60% complete and will wrap up in May. Wilson Construction has begun working on punch list items and final completion is expected in June. Minor traffic delays will occur on Winters Chapel Road periodically on weekdays between 9 a.m. and 4 p.m.
- Spalding Drive at Chamblee Dunwoody Road- The landscaping and final site restoration were completed in April. The final paving on the last section of Spalding Drive is planned for May.



Dunwoody Road Wall Construction

Other Highlights:

- The stormwater pipe rehabilitation on Welton Place is completed. The Contractors have now completed 3,700 feet of pipe lining using ARPA funds.

Activities:

- The department completed 69 stormwater, roadway, sign, and signal work orders.

COMMUNITY DEVELOPMENT

Recent and Upcoming Cases: (April 2023 – May 2023)

- April 6th: The Zoning Board of Appeals approved 4 variance requests.
- April 10th: The City Council denied a special land use permit application for a personal care home on Mount Vernon Rd.
- April 11th: The Planning Commission heard two cases: it recommended approval for a special land use permit for the Marcus Jewish Community Center and deferred a rezoning and special land use permit for a self-storage facility in Georgetown. The Planning Commission also recommended approval for multiple text amendments to implement updated state legislation and address challenges with nonconforming uses and home occupations.
- April 24th: The PATH Foundation presented the draft Trail Master Plan to the City Council. The plan will be heard for adoption on May 22nd. The City Council has also awarded the Sustainability Heroes awards to Michael Cowan and Blooms
- May 4th: The Zoning Board of Appeals will hear two residential variance cases.
- May 9th: The Planning Commission will hear the rezoning and special land use permit request by 84 Perimeter Center East to remove the permitting timeline condition.

Major Projects:

- Trees Atlanta announced they had planted 54 trees in the City's Front Yard Tree Program. The department will continue with this program in the fall.
- Buffalo Wild Wings has been completed and is open to the public.
- The Planning and Zoning Division will submit the Green Communities re-certification application at the end of May.
- The construction at Campus 244 is continuing. The cross-laminated timber addition is rising above the existing office building and foundation work for the parking deck has started.
- The business license division has successfully completed the 2023 business license renewal season.

Workload/Activities:

- The staff completed 53 erosion control inspections, with a stop work order issued.
- The Code Enforcement division received 45 new complaints and brought 25 cases into compliance.
- The Code Enforcement division removed 80 signs from the right-of-way.
- The staff issued 29 code enforcement warnings and one citation.
- The department received 121 permit applications and issued 101 permits.
- The department completed 525 building inspections.

ECONOMIC DEVELOPMENT

Upcoming Events: (May 1 – June 30, 2023)

- May 1st, Ashford Lane Public Art Unveiling
- May 2nd, Dunwoody Art Commission Meeting
- May 10th, TiE Atlanta Monthly Entrepreneur Meeting
- May 17th, DPT Public Art Unveiling
- May 18th, Dunwoody Development Authority Board Meeting
- June 6th, Dunwoody Art Commission Meeting

Major Projects:

- Placemaking – Economic Development continues to lead creative placemaking efforts in coordination with community partners. Projects:
 - Implemented Phase II of the Green Light Art Project with new Traffic Signal boxes wrapped throughout Dunwoody. Planning for Phase III is underway.
 - Held Dunwoody’s Annual Asian American & Pacific Islander Heritage Celebration at Ashford Lane.
 - Working with two artists to install a Mosaic on the retaining wall at Chamblee Dunwoody Road and Womack Road. Funding requests will be presented to the City Council in May.
 - Working with Perimeter CID and MARTA on a large-scale mural to be installed on the Dunwoody MARTA Station Parking Deck this spring.
- 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.
- 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.
 - The staff are meeting with Property Owners individually to discuss 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 Cuttings for Armistead Paint and Supply and buffalo Wild Wings.
 - Attended Meetings/Presentations: TiE Monthly Meeting, Create Dunwoody Board Meeting, Toured Campus 244.

Workload/Activities:

- The department conducted 77 business retention calls.
- The department conducted 15 business recruitment calls.

COMMUNICATIONS / MARKETING

Upcoming:

- Two Bridges Park opening – May 6th.
- Hawkers ribbon cutting – May 18th
- Promotions: Police co-responder, MARTA mural installation, Storefront Art, Groovin' on the Green, Memorial Day Ceremony

Highlights:

- Ashford Lane mural unveiling
- Dunwoody Police and State Farm active shooter training [video released](#)
- Sustainability Hero Awards presentation, press release
- Lemonade Days city tent - coordinated with Toole to begin engagement on the Dunwoody Road Safety Action Plan
- Community Survey findings presentation, press release
- 2023 paving plan – press release, website, yard signs
- Created city activity booklet for kids for Georgia Cities Week – shared with kids who attended the Mayor's library readings and Kingsley's 50th anniversary.



Workload/Activities:

- The department updated recruitment fliers for Dunwoody Police.
- Press releases: Sustainability Heroes, Dunwoody expands Green Light project, 2023 Dunwoody Community Survey, Dunwoody to celebrate opening of Two Bridges Park, City Council to consider Trail Master Plan, Municipal Court Amnesty, AAPI Heritage Celebration, paving to begin.
- Graphics: Talkback Spring, Spring Break, Passover, Easter, Got a Problem?, Kudos Javier, Lemonade Days (6), Georgetown Gateway detour, Earth Day, Georgia Cities Week graphics comparing state stats with city stats (3), May calendar ads for Crier & Reporter
- "Inside Dunwoody" by City Manager Eric Linton: May newsletter focused on the results of the 2023 Dunwoody Community Survey
- Created and shared D-news: [April 7](#), [April 14](#), [April 21](#), [April 28](#), [Dunwoody Ambassadors April Update](#)
- Videos: High Street topping out, HireDunwoody, Spruill expansion groundbreaking, DHS 50th proclamation, Armistead Paint ribbon cutting,

Lemonade Days, Corners Outreach tour, Green Light Art, Buffalo Wild Wings ribbon cutting, AAPI Celebration

April 2023 stats:

- The department issued 8 press releases, received 11 media inquiries, [April 2023 Dunwoody stories link](#)
- Created 18 graphics; Produced 10 videos for social media: 26K total views (DHS 5th was most watched); 2 Council meetings – 608 total views.
- Top posts: (Facebook) PATH Foundation final draft, (Twitter) Atlanta Journal and Constitution (AJC) story on safe streets plan, (Instagram) Dunwoody High School (DHS) 50th proclamation, (LinkedIn) Kudos to Javier

INFORMATION TECHNOLOGY

Upcoming Events: (May 2023)

- Zero Trust rollout – Finalization of configuration in process
- Netmotion upgrade – Completed.
- Comcast upgrade to fiber – Installation in progress
- SIEM/SOC project – Scheduled.
- Sharepoint Configuration - project in progress
- OneDrive - Project in progress
- MFA Rollout – Final users in progress
- Network Refresh – Equipment arriving soon.
- Backup solution – Next in queue
- Helpdesk – Project in progress
- Park Internet – A Request for Proposal (RFP) has been posted.
- Intune - Configuration in progress.

Major Projects:

- 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 390 helpdesk tickets opened in this period.
- The department closed 372 helpdesk tickets.
- The department hosted 18 zoom meetings in this period.

Future Projects:

- System Upgrades

POLICE

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

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

Other Highlights:

- On April 22, 2023, the department participated in the Prescription Drug Take Back initiative collecting 200 lbs. of drugs for disposal.
- Officers conducted a Distracted Driving detail on April 27th and more than 70 citations were issued, including 54 citations for hands-free violations. There were multiple arrests made, including one for Violation of Georgia Controlled Substance Act Trafficking in Cocaine. Two kilos of cocaine were seized.

Workload/Activities:

- Officers responded to Swatting Call on Sharon Valley Ct, alleging that Chief Grogan had a suspect who had just killed two children at gunpoint. The call was false.
- Officers received a License Plate Reader (LPR) hit on a Stolen Tag. The vehicle was located parked, and the stolen tag was recovered.
- Officers responded to an Overdose at the Manhattan Condos involving two females. The victims were transported to the hospital.
- Officers located a Wanted Person at the Target shopping center. The suspect was wanted for Arson and Aggravated Assault for an incident that previously happened at the QT.

- Officers responded to a Shoplifting in Progress at ULTA and the suspects fled on foot. The suspects were captured, and an Officer sustained an injury to his finger during the arrest. The suspects stole \$2,800 worth of ULTA merchandise. They were also charged with various drug charges and financial transaction card fraud.
- Officers responded to a Disorderly Person at Crema on Mt. Vernon. Officers located a subject experiencing a mental health crisis. The subject was transported to the hospital for treatment.
- Officers responded to a Fraud in Progress at Publix on Ashford Dunwoody Road. The suspect fled from the Officers but was eventually taken into custody.
- Officers responded to an Overdose on Dunbar Drive. A female overdosed on prescribed pills and was transported to the hospital for treatment.
- Officers responded to Welfare Check on a person at headquarters. A female claimed her neighbors were trying to break into her house and steal her property. Officers discovered the victim was suffering from a mental health crisis, and she was transported to the hospital for treatment.
- Officers received an LPR hit on a Stolen Auto. The vehicle was located and recovered.
- Officers received an LPR hit on a Stolen Auto. The vehicle was located and recovered. A potential suspect has been identified.
- Officers responded to a report of a Suicide Threat on Madison Drive. A male was threatening to jump off a parking deck. The male was transported to the hospital for treatment.
- Officers conducted a Traffic Stop on a vehicle for having No Insurance. The driver of the vehicle fled. No pursuit was initiated.
- Officers responded to a Person Down call on Madison Drive. A male subject was in cardiac arrest. Officers initiated CPR and deployed an AED. Two shocks were delivered by Officers. DeKalb Fire arrived and took over the medical care of the patient and five additional shocks were delivered. The patient was transported to the hospital.
- Officers responded to a Mail Theft call around Mt. Vernon Place. A witness observed a male subject looking in mailboxes and possibly taking mail. Officers received a second call from the area of Brendon Drive. Officers were able to locate the suspect with stolen mail on his person. The suspect was arrested.
- Officers received an LPR hit on a Stolen Auto. The vehicle was located and recovered.

- Officers responded to a report of an Injured Deer on Bend Creek Road. The deer was euthanized.
- Officers responded to a report of a Disorderly Person at Dillard's. When the Officers attempted to arrest the suspect, he attempted to flee on foot. An Officer was injured during the arrest.
- Officers responded to a report of a Domestic Dispute at Peachford Circle. The male party was supposed to possibly have a gun. This subject passed the Officers as they arrived. Officers attempted to stop the vehicle, but the driver fled. No pursuit was initiated. A short time later, the vehicle and suspect were located in the parking lot of the Oasis. As Officers made contact, the male exited his car and begged Officers to shoot him. The male was taken into custody and later transported to the hospital because of his suicidal outbursts. The suspect did have a firearm in the vehicle.
- Officers responded to multiple Entering Autos in the area of Dunbar Drive, Springfield Drive, Pine Acres Court, and Pineridge Circle. At least eight vehicles were broken into. No suspects at this time.
- Officers responded to a report of a Theft at Le Meridien. The victim's gold bracelet and wedding band were stolen from her room.
- Officers responded to a Person Hit by Auto in the parking deck of Asbury Commons. A vehicle backed out of a parking space quickly, striking the victim and knocking her to the ground. The victim that was struck fell into the person she was with, and that person fell, striking her head on the bumper of a vehicle. Both victims had a complaint of injury but refused transport to a hospital.
- Officers responded to a report of a Domestic Dispute on Weldstone Court. The wife of the victim pulled out a gun, pointed it at his head, and cocked the hammer. The suspect was arrested.
- Officers responded to a report of an Aggravated Assault/Home Invasion on Madison Drive. A masked suspect attempted to rob the resident. The resident and suspect got into a gunfight inside the apartment. The suspect was shot three times, and the victim was shot once. The suspect fled the apartment unarmed. The resident chased the suspect and continued firing at him. Both subjects that were shot were transported to a hospital. Multiple guns and drugs were located in the apartment after a search. CID is investigating.
- Officers responded to a Disorderly Person at Lemonade Days. The 17-year-old cut in line and refused to leave after being asked to. The suspect used profanity and gave false information. The suspect was detained and released to his parents on a charge of disorderly conduct.

- Officers responded to multiple Entering Autos in the Perimeter area at several restaurants. No suspects at this time.
- Officers assisted a federal agency with a Search Warrant at the Brick apartments. Several suspects were arrested, and over 100 kilos of meth were located.
- Officers responded to a report of a Rape on Charleston Place. The suspect is the live-in boyfriend of the victim. CID is investigating.
- Officers responded to a report of a Sexual Assault at Peachford Hospital between two 14-year-old females. CID is investigating.
- Officers responded to a report of a Vehicle Fire on Barclay Drive. The vehicle had recently been involved in a crash and caught on fire as a result. DeKalb Fire responded and extinguished the fire.
- Officers responded to a report of an Entering Auto on Perimeter Center West. The victim's vehicle was broken into, and a backpack was taken which contained \$30,000 to \$50,000.
- Officers responded to a report of Child Abuse of a 6-year-old boy. Allegations were made that the father of the child picked him up by the throat and spanked him. CID is investigating.
- Officers responded to a Domestic Violence call on Ashford Pkwy. The victim advised that she was choked and hit by her boyfriend during an argument. The victim sustained injuries. A warrant was secured for the suspect, who had fled the scene prior to Officers arriving.
- Officers responded to a Child Abuse call at Brook Run Park. The suspect picked up a toddler playing with his toddler by the throat and back of his shirt in an aggressive manner. The suspect then took his toddler to his vehicle. As the pregnant parent of the toddler that was grabbed attempted to take a photo of the suspect's license plate, the suspect pushed her down and stole her phone. CID is investigating.
- Officers responded to a Suicide Attempt on Woodsong Trail. The victim was transported to a hospital after taking a large amount of prescription drugs.
- Officers responded to a report of an Aggravated Assault on MAA apartments. The 76-year-old victim was randomly attacked at the car wash station of the apartment complex. A suspect snuck up behind the victim and placed him in a chokehold. The suspect dropped his cell phone as the victim escaped. Officers were able to locate and arrest the suspect. The suspect was transported to Northside Hospital for a mental health evaluation.
- Officers received an LPR hit on a Wanted Person. The vehicle was located, and the suspect was arrested.

- Officers responded to a Theft from Macy's. While taking the suspect into custody, there was a brief struggle. The suspect attempted to break away from Officers as he was being led outside. During the struggle, the suspect was taken to the ground, and an Officer sustained a minor injury.
- Officers received an LPR hit on a Wanted Person. The vehicle was located, and the suspect was arrested.
- Officers responded to a call about an Armed Person at two different locations on Peachtree Industrial Boulevard. The heavily intoxicated person was located, but no weapon could be found.
- Officers responded to a report of a possible Sexual Assault. The 15-year-old victim was drinking alcohol with several males. The victim passed out and when she woke up, she was naked. CID is investigating.
- Officers responded to a report of Entering Autos at Dunwoody Crossing. Approximately 16 vehicles were broken into.
- Officers responded to a report of a Shoplifting at Walmart. The suspect fled from the Officers. The offender was finally captured at McDonald's on Ashford Dunwoody Road.
- Officers received an LPR hit on a Wanted Person. The vehicle was located, and the suspect was arrested.
- Officers attempted to conduct a Traffic Stop on Ashford Dunwoody Road. As both vehicles stopped, Officers could smell the odor of raw marijuana coming from the vehicle. The driver then fled, but no pursuit was initiated.
- Officers responded to a Shoplifting at Nordstrom Rack. Loss prevention stopped two females for stealing \$800 worth of merchandise. The females fled to the parking lot, and loss prevention pursued them. One of the female suspects pulled out a handgun and pointed it at the loss prevention Officer.

FINANCE

Major Projects:

- The Finance department, in conjunction with the Human Resources department, kicked off the next internal audit, which is a payroll processing audit.
- The staff presented to Council for approval of agenda items to renew the City's Property and Liability insurance with GIRMA (Georgia Interlocal Risk Management Agency) and an agenda item to allocate the proceeds from the sale of the North Shallowford Road properties.

- The staff attended the DeKalb County 2023 Tax Digest Virtual Seminar on Friday, April 28th.
- The department conducted 2 not-for-profit verification audits to review spending related to ARPA funds.
- The staff has continued conducting interviews for the Assistant Finance Director position.
- The Finance staff is working on updating Standard Operating Procedures as needed with new software and processes moving forward.
- The Monthly Financial Report for March 2023 can be found at:
<https://www.dunwoodyga.gov/home/showdocument?id=2797&t=638180990565907099>

Other Highlights:

- The Finance department filed one insurance claim during the month of April.
- The City's Risk Manager began classes in order to receive his certificate as Associate in Risk Management (ARM).
- The Risk Manager completed inspections of the city-owned building for issuance of Certificate of Occupancy (CO).
- The Risk Manager met with Local Government Risk Management Services (LGRMS) to discuss the City's safety committee process. The department's committee is being used to benchmark the effectiveness of other committees.
- The Safety Committee demonstrated how to use the new RAVE app.
- A Notice of Intent to Award was issued to the Toole Design Group, LLC for Request for Qualifications (RFQ) 23-04 Local Road Safety Plan.
- A Notice of Intent to Award was issued to KCI Technologies, Inc. for RFQ 23-01 Citywide Pavement Condition Assessment.
- A Notice to Proceed was issued to Practical Design Partners, LLC for IWQ 23-04 Conceptual Design of Sidewalk Along the South Side of Dunwoody Club Drive from Mill Shire to Ball Mill Road.
- The department issued Addendum #2 for ITB 23-03 PI #0017430 Ashford Dunwoody Road Eastbound On-Ramp @ 285, DeKalb County extending the bid due date to May 2, 2023, at 2:00 PM.
- The April purchasing p-card cycle closed on April 26, 2023.

Upcoming Events:

- The external auditors are continuing to work on the FY2022 end of the year audit and related financial statements.

MUNICIPAL COURT

Workload/Activities:

- The department disposed of over 589 cases and reset 22 cases.
- The department mailed over 500 letters to defendants in failure to appear status for Amnesty.

CITY CLERK

Workload/Activities:

- The department processed 359 open records requests in the month of April.
- The department processed 8 contracts in the month of April.
- The department prepared all agendas, summaries, minutes, and associated procedures for the following meetings that were held during the month of April:
 - ✓ One Alcohol License Review Board
 - ✓ One Art Commission
 - ✓ One Citizen Advisory Capital Improvements Committee
 - ✓ Three City Council
- The staff reviewed and approved financial transactions and expenditures for the City Council and City Clerk's office for the month of April.

HUMAN RESOURCES

Upcoming Events:

- Human Resources and the Wellness Committee will sponsor 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 is administering a salary and benefits survey to ensure a competitive position for recruitment and retention purposes.
- Human Resources and the City Manager's Office transitioned the city to a new benefits broker.
- Human Resources and the Wellness Committee sponsored a dermatology screening event.