



**City Manager
Monthly Report
Report Ending October 13, 2023**

PARKS

Upcoming Events: (September 1, 2023- December 31, 2023)

- October 14th, Groovin' on the Green Finale with DEPARTURE
- October 26th, Truck or Treat
- November 11th, Veterans Day Ceremony
- December 1st, Holiday Lights Opening Night

Major Projects:

- The new public art bench unveiling date is set for October 19th before Food Truck Thursday. The 15-foot functional sculpture features three leaf benches and an artistic flower, placed across from the Grounded Growth bike sculpture.
- The Groovin' on the Green Series Finale will be October 14th at the Brook Run Park amphitheater. Also, from 6-9 pm, guests can enjoy performances by After School Special and DEPARTURE, The Journey Tribute Band, food trucks, and giveaways.
- The Falcon camera extension project is 70% complete for all new locations; the electrical contractor is completing final connections and repairs for Dunwoody Nature Center, Brook Run Park baseball fields, and Dunwoody Cultural Arts Center.

Other Highlights:

- **The Dunwoody Parks and Recreation Department was honored with four awards at this year's Georgia Recreation and Parks Association District Banquet. Kate Borden received the Recreation Programming Network Award; Rachel Waldron received the Distinguished Professional Award; the department received the Outstanding Special Event Award for the annual Holiday Lights events; and the team received the Agency of the Year Award for the third year in a row.**
- The sponsors and candy vendor are secured for Truck or Treat on October 26th. The event marks the close of the Dunwoody Food Truck Thursday season and includes food trucks, live music, and table vendors. The event is produced by Dunwoody Parks and Recreation, Dunwoody Homeowner's Association, and Dunwoody Police Department.

- The hazardous trees have been removed at Homecoming Park due to pine beetle infestation.

Workload/Activities:

- Facilities staff began gathering quotes for security assessment upgrades at City Hall. The upgrades include bollards located outside the front doors and fencing around the generator behind the building.
- **New programs added for Fall/Winter programming season include Friendship Formulas, a new therapeutic recreation offering, and a youth athletic conditioning course at Homecoming Park.**
- Grounds staff completed new plantings of trees and shrubs at the Brook Run Park multi-use fields.

PUBLIC WORKS

Upcoming Events: (October-December 2023)

- Great Dunwoody Cleanup – A stream clean-up day is scheduled for November 4th.
- Public comment period for sidewalk concept designs on Perimeter Center East and Peeler Road at Equestrian Way.

Major Projects:

- Chamblee Dunwoody at Womack Intersection - The final punch list work and tree planting are planned to be completed before the end of the year.
- Georgetown Gateway - **The city's contractor completed 560 feet of curb, 180 feet of sidewalk. AT&T is working to move its remaining lines so that the stormwater pipe work can be completed but is about 1 month behind schedule.** Periodic traffic delays will continue on Chamblee Dunwoody Road south of Kent Avenue.
- Ashford Dunwoody Path Phase 1 - **Construction is underway with anticipated completion in spring of 2024.**

- Crean Eco Classroom Stormwater Improvements - **The stone walls and cobble stone, lined channel was completed.**
- Crown Pointe Parkway at Perimeter Center West Turn Lane and Path: The contractor is continuing with wall and sidewalk construction on Crown Pointe Pkwy.



- Gateway Signs - **The sign contractor is working on the sign fabrication plans.**

Other Highlights:

- The city completed stormwater pipe rehabilitation on Brendon Drive and Dunwoody Park

Activities:

- The department completed 21 stormwater, roadway, and signal work orders.

COMMUNITY DEVELOPMENT

Recent and Upcoming Cases: (September 2023 – October 2023)

- September 7th: The Zoning Board of Appeals approved 1 residential variance request.
- September 12th: The City Council, Planning Commission and the Development Authority held a joint meeting to discuss Perimeter Center area updates and upcoming Planning initiatives.
- September 11th: The City Council heard three text amendments to regulate drive-through facilities, update exempt activities in stream buffers, and extend the Perimeter Center Entertainment District. The Entertainment District expansion was approved on September 26th, the two other text amendments will receive a second read on October 16th.
- October 5th: The Zoning Board of Appeals approved two residential variance cases.

*Crean Eco Classroom Stormwater
Improvements*

- October 16th: The City Council will conduct a second read on the two text amendments for exempt activities in stream buffers and for regulating drive-through facilities.

Major Projects:

- High Street is progressing with internal streets, sidewalks, and trees are being installed.
- The work is visibly progressing at Campus 244 with the parking garage topped out and vertical construction starting for the Element Hotel.
- The work for new pickleball courts at the Marcus Jewish Community Center will begin soon.

Workload/Activities:

- The staff completed 64 erosion control inspections, with no notices of violation issued.
- On October 1st, the department hosted a household electronics recycling event with over 450 residents participating.
- The Code Enforcement division conducted 156 inspections, received 62 new complaints, and brought 32 cases into compliance.
- The Code Enforcement division removed 111 signs from the right-of-way.
- The staff issued 32 code enforcement warnings and no citations.
- The staff issued 3 stop work orders.
- The department received 143 permit applications and issued 117 permits.
- The department completed 465 building inspections.

ECONOMIC DEVELOPMENT

Upcoming Events: (October 1 – November 30, 2023)

- October 3, Dunwoody Art Commission Meeting
- October 3, Dunwoody Village Association Meeting
- October 26, Georgia City County Managers Association Tour
- November 7, Dunwoody Art Commission Meeting
- November 16, Dunwoody Development Authority Meeting

Major Projects:

- Placemaking – The Economic Development Department continues to lead creative placemaking efforts in coordination with community partners.

- Working with the Dunwoody Art Commission to select public art for the Georgetown Gateway Project.
- Construction of the Womack Mosaic is underway with a Spring 2024 completion.
- Planning for Phase III of the Greenlight Art Project is underway for early Fall installation.
- Developing an expanded Placemaking Plan for the Perimeter Center-Dunwoody Village corridor using the Ashford Dunwoody Trail as the spine.
- Working with LifeSouth to install a Mural on the retaining wall along Ashford Center Parkway.
- Site selection for the Dunwoody Swing Sign is underway along Ashford Dunwoody Road.
- **Hosted the Latino-Hispanic Heritage Celebration at Ashford Lane.**
- 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.
 - Held the third Dunwoody Village Business Association meeting. The Dunwoody Perimeter Chamber will lead the Association with assistance from the city.
- 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.
 - The department is planning for a series of Edge City Dialogues to continue the conversation regarding the Perimeter Dunwoody economic development vision.
 - Partnering with Perimeter CID and MARTA on the Dunwoody MARTA Station Transit Oriented Development Study.
 - **Held a joint meeting of the City Council, Development Authority and Planning Commission to discuss future development in Dunwoody.**
 - **Hosted a Hard Hat tour of High Street for City Council and Development Authority members.**

- Innovation & Entrepreneurship Program: The Economic Development Department is implementing a long-term strategy to support entrepreneurs and the innovation economy. Also, working with Sandy Springs to expand this strategy to the entire Perimeter Market.
- Recruitment & Retention: The staff held the Dunwoody Business Exchange in partnership with Discover Dunwoody, Perimeter Chamber and PCID to engage larger Dunwoody based employers to strengthen relationships.

Other Highlights:

- Economic Activity –
 - Held Ribbon Cuttings for: The Country Dog Market.
 - Attended Meetings/Presentations: TiE Monthly Meeting, Create Dunwoody Board Meeting, Vibe After Five, Perimeter Chamber Coffee Connections, BisNow Commercial Broker Event, Discover Dunwoody Board, Decide DeKalb Cities and Partners Lunch, and the Dunwoody Rotary Club.

Workload/Activities:

- The department conducted 86 business retention calls.
- The department conducted 21 business recruitment calls.

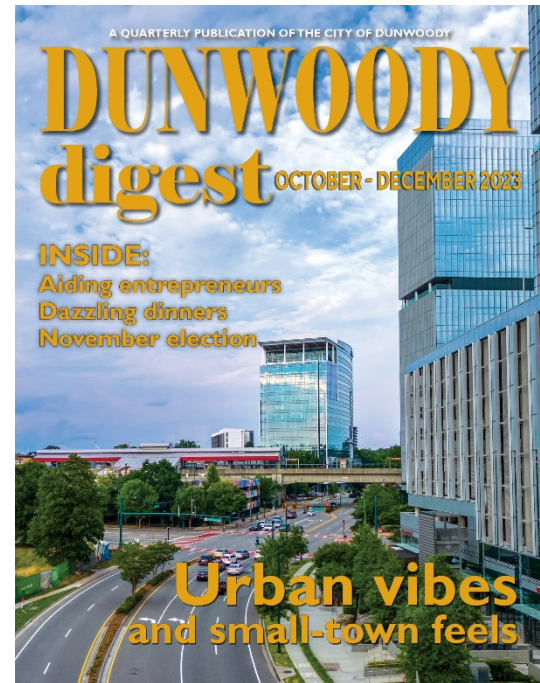
COMMUNICATIONS / MARKETING

Upcoming:

- #GreatDunwoodyCleanup – November 4th
- Atlanta Magazine Perimeter focus – December 2023

Highlights:

- **Fall Dunwoody Digest – Mailed to 20,000+ residents and businesses.**
- Designed presentation boards for Ballot Questions Open House, fliers, press release, social media, created Q&A webpage.
- Prepared Visionary City Application for GMA – nominating Two Bridges Park
- Vietnam War Memorial groundbreaking – ceremony video, social video, press release.
- **Designed banners, restaurant maps and PowerPoint presentation for the GCCMA conference.**
- Promoting Arts & Culture Month with event website, social media, and press release



Workload/Activities:

- Youth City Council – Councilman John Heneghan presented “Dunwoody 101”
- Press releases: Leaders break ground on Vietnam War Memorial, Dunwoody to hold Ballot Questions Open House, Parks & Rec awards, #GreatDunwoodyCleanup, Dunwoody Arts & Culture Month
- Graphics: “All of Fall” graphics to promote new Dunwoody Digest, Nandina Lane closing, Womack crosswalk pilot project, Ballot Questions Open House, Alcohol license renewals, Yom Kippur, Electronics recycling, Autumnal Equinox, Green Speak, Spruill topping out, Stargazing, Leash up Dunwoody, Favorite seasons, Rosh Hashanah, Hispanic Heritage Month, Patriot Day, October calendar ads for Crier & Reporter
- “Inside Dunwoody” by City Manager Eric Linton: October newsletter focused on the 2024 budget.
- Created and shared D-news: [September 8](#), [September 15](#), [September 22](#), [September 29](#), [October 6](#), [Dunwoody Ambassadors September Update](#)
- Videos: Grana ribbon cutting, Groovin’ on the Green, Vietnam War Memorial groundbreaking (2), High Street tour, Electronics recycling, Pizza with Police

September 2023 stats:

- The department issued 1 press release, received 14 media inquiries, [September 2023 Dunwoody stories link](#)
- Created 18 graphics; Produced 5 videos for social media: 15K total views (Grana ribbon cutting was most watched); 2 Council meetings – 418 total views.
- Top posts: (Facebook) Dining fundraiser for Maui; (Twitter) Downtown Dunwoody Biz Chronicle link; (Instagram) Grana opening video; (LinkedIn) High Street tour video.

INFORMATION TECHNOLOGY

Major Projects Completed:

- Cyber Resiliency Review – Completed.
- Zero Trust Rollout – Completed.
- E-Agent Failover – Completed.

Major Projects in Progress:

- Additional Security Assessment and Updates – Projects in progress.
- CID Applications – In progress.
- Sharepoint Configuration - Project in progress.
- Intune – In progress, hybrid has been pushed out.
- User and System Audits – In progress.
- Access Control Updates – The updates are ready to roll out.
- Cyber Security ARPA updates – Projects ongoing.
- Networking Services Provider Request for Proposals (RFP) – The due date has been extended.
- Central Square – The project has been started and scheduled completion is September 2024.
- AP Automation – The project is underway and scheduled completion by end of 2023.
- Park Internet – The department is reviewing the RFP submittals.
- External Dependencies Management Assessment – This has been scheduled.
- Hyland Strategic Workshop – The department is awaiting the report.

Major Projects Next in Queue:

- What Works Cities Certification Assessment – This project has been placed on hold due to workload.
- Network Refresh – On hold for Networking RFP.
- SIEM/SOC project – The next stage is on hold for Network Refresh.
- Annex Connectivity – This is on hold for Network Refresh.
- Comcast upgrade to fiber – The upgrade is on hold for Networking RFP.
- New Remote Monitoring and Management (RMM) review

- New backup RFP
- GMIS Accreditation – Paused for GMIS updates.
- Court App Updates
- VPN MFA project

Workload/Activities:

- The department had 178 helpdesk tickets opened this period.
- The department closed 171 helpdesk tickets closed this period.
- The department hosted 20 zoom meetings hosted this period.
- There's a total of 153 users.
- Currently, the department has 475 devices.
- The department conducted 2 training sessions.
- The department dedicated a week to Hyland Strategic Planning.
- 1 week was dedicated Central Square Discovery

POLICE

Upcoming Events (September 1, 2023 – November 30, 2023)

- See and Be Seen is scheduled for October 26th at Brook Run Park.
- The department will be conducting a Civilian Response to Active Shooter Events (CRASE) training on November 16th at City Hall from 6:30-8:30pm.
- Pizza with the Police was held October 6th from 4-7pm at the Great Law Pavilion at Brook Run Park as part of the Faith and Blue Weekend events.

Major Projects:

- Officers with the department have placed all of our Synagogues, the Marcus Jewish Community Center, and the Jewish Family and Career Services building on heavyheaving zone patrol due to the attack in Israel.

Other Highlights:

- Officers conducted a Distracted Driving detail on September 13th at Mt. Vernon and Chamblee Dunwoody Road. Officers' issues 34 citations, including 15 citations for hands free violations.

Workload/Activities:

- Officers responded to a Hit & Run on Winters Chapel Road. An unknown vehicle struck and damaged a Flock Safety License Plate Reader. The vehicle left the scene.

- Officers responded to a Burglary in Progress at Perimeter Mall. A black male suspect entered the Mall through an unsecured door. The suspect stole items from the break room and left in an unknown direction.
- **Officers responded to a Motor Vehicle Crash on I-285 west bound at Chamblee Dunwoody Road. A vehicle struck an 18-wheeler and overturned several times. The vehicle struck a guardrail and dropped down a 40-foot embankment. The vehicle came to rest upside down. Minor injuries reported.**
- Officers assisted Chamblee Police Department with a Protest that occurred at the Quality Inn on Shallowford Road. Both groups were from Eritrea.
- Officers responded to a Shoplifting in Progress at Nordstrom Rack. Loss prevention Officers were chasing a female suspect, who was pushing a stroller filled with stolen items. After deploying a Taser, the suspect was arrested.
- Officers located a Hit & Run Crash on Winters Chapel Road. An unknown vehicle struck a flashing crosswalk sign and damaged it.
- Officers received an LPR hit on a Wanted Person. The vehicle was located, and the driver was arrested.
- Officers responded to a Runaway call at Chestnut Elementary school. A nine-year-old male student jumped the fence during recess and ran away. Officers located the student and reunited him with his teacher. The event lasted less than 20 minutes.
- **Officers responded to a Shots Fired call on N. Peachtree near the Chevron. A witness advised a female shot at a male at the Chevron. All subjects had fled the scene prior to the officers' arrival.**
- Officers responded to a Suspicious Person call at Dunwoody Crossing. A black male suspect was looking into vehicles using a flashlight. The suspect fled from Officers in his vehicle. No pursuit was initiated.
- Officers responded to a three Burglaries that happened on Winters Chapel Road. The front door to three apartments were kicked in.
- Officers responded to a Fraud at Regions Bank. The suspect attempted to cash a fraudulent check for \$98,000. The suspect was arrested.
- **Officers responded to a Person Down call on Perimeter Center Place. A 28-year-old male was found unresponsive in the bathroom. CPR was performed and Narcan given with no results. The victim was transported to the hospital.**
- **Officers responded to Disorderly Person at Gillys. While on that call, another altercation occurred, and a male suspect drew a handgun from his waist. Officers were able to disarm the suspect and make an arrest.**

- Officers responded to an Entering Auto call at Le Meridian. An unknown suspect attempted to break into five vehicles in the parking lot.
- Officers responded to a Missing Person on Peachtree Industrial Boulevard. The victim suffers from mental health issues and left home without a cell phone or vehicle. The victim later returned home.
- Officers received an LPR hit for a Wanted Person. The vehicle was located, and the driver was arrested.
- **Officers responded to Assist Gwinnett County Police on Mt. Vernon Road. The agency was tracking a Homicide suspect and made a traffic stop at that location.**
- Officers responded to a Medical Call at the Hyderabad House Indian Restaurant involving a male victim. Officers delivered a dose of Narcan with no results. The victim was transported to the hospital.
- Officers responded to a Mental Health Crisis call on Springfield Drive involving a juvenile. After waiting over an hour for transport, the mother transported her daughter to the hospital.
- **Officers responded to a Custody Dispute on N. Springs. The father of a child received full custody of the child he had with a woman at this location. The mother is refusing to give the child to the father. Officers were unable to locate the mother and child, but warrants were secured for the mother for Interference with Custody. The child was eventually located in Tennessee and the mother was arrested.**
- **Officers responded to a Bicyclist Hit by Auto on Mt. Vernon Road at Mt. Vernon Way. The driver of a vehicle was turning right into her driveway when she struck a bicyclist in the bike lane next to her which she did not see. The bicyclist received minor injuries. The driver was cited.**
- Officers conducted a Traffic Stop on a vehicle on Chamblee Dunwoody Road. The vehicle refused to stop. No pursuit was initiated.
- **Officers responded to an Armed Robbery/Home Invasion on Dunwoody Park. The victim stated two males knocked on his door asking for cigarettes. When the victim approached the front door, the males produced handguns and forced their way into his apartment. The suspect then stole a piggy bank that contained \$3,000. The suspects fled the scene.**
- Officers responded to a Welfare Check at Walmart involving five children ranging in age from two to eighteen were located there. Several of the small children had no clothing below the waist. The clothes the children were wearing

were dirty and unwashed. Ultimately, Department of Family and Children Services (DFCS) was contacted, and the children were removed from the mother.

- Officers responded to a Person Shot call on Peachtree Industrial Boulevard. A female called and said she had shot her boyfriend. The call turned out to be a Swatting Call like other ones received by the department at this location.
- Officers responded to a Suicide Attempt on Ashford Pkwy. The victim took many pills and was found unresponsive. The victim was transported to the hospital.
- **Officers responded to an Aggravated Assault that occurred at Peachford Hospital. The victim woke up to someone strangling him. The suspect was having some sort of panic attack. Investigation is ongoing.**
- Officers responded to a report of Vandalism at Brook Run Park. Unknown suspects spray painted graffiti at the skate park and in the restroom.
- Officers responded to a Domestic Violence call on Madison Drive. The suspect threatened to cut the victim with a broken wine glass and was arrested for Aggravated Assault.
- Officers responded to a Burglary at 201 Perimeter Center Parkway. The bay doors to the business were severely damaged. It was later determined a vehicle was stolen from inside the business and driven through the doors.
- Officers responded to Suspicious Persons inside a residence on Cambridge Trace. The people inside the residence signed a lease with the supposed homeowner that turned out to be fake.
- Officers conducted a Traffic Stop on Peachtree Industrial Boulevard. The vehicle fled at a high rate of speed and refused to stop. No pursuit was initiated.
- **Officers received an LPR hit on a Wanted Person. The vehicle was located, and the driver was arrested for outstanding warrants for Aggravate Assault, Cruelty to Children, False Imprisonment, and Criminal Trespass.**
- **Officers responded to a Pedestrian Hit by Auto at Chase Bank on Ashford Dunwoody Road. The driver of a vehicle failed to see the pedestrian crossing in front of him and struck the pedestrian causing minor injuries.**
- Officers responded to a Theft at Taco Mac. Two male suspects left without paying their bill. Officers located the suspect in the Publix shopping center where they fled on foot. Officers gave chase and were able to arrest one suspect.
- Officers observed a Stolen Auto at the QT gas pumps. As Officers approached the suspect, he fled on foot. Officers were able to arrest the suspect and recover the stolen auto.

- Officers responded to a Lost Child on Peachtree Industrial Boulevard. A four-year-old was found wandering alone. Officers were able to locate an uncle who stated the child's mom was supposed to be watching him. A referral was made to DFCS.
- **Officers responded to a Pedestrian Hit by Auto on Peachtree Industrial Boulevard at Winters Chapel. Two pedestrians were walking along when they were struck by a black Toyota Tundra near the Peachtree Place North apartment complex. The truck left the scene. Minor injuries were reported.**
- Officers received an LPR hit on a Stolen Auto. The vehicle was located parked and abandoned.
- **Officers responded to a Person Armed call on PIB. A male walked into the business armed with a knife and acting strange. The male was ordered at gunpoint to drop the knife. He complied. The suspect was found to be having a mental health crisis. He was transported to a hospital for evaluation.**
- **Officers responded to an Emotionally Disturbed Person call on Madison Drive. The male subject fled into the woods. He was later found unresponsive and injured in his apartment, surrounded by shattered glass and blood. Despite de-escalation attempts, the subject became combative and ended up biting an Officer on the wrist. Clinician Lazzara and AMR responded to the scene. The male was transported to the hospital for evaluation.**
- **Officers conducted a Traffic Stop and discovered the driver, an armed security officer, was wanted on an outstanding warrant for Kidnapping and False Imprisonment. The suspect was taken into custody.**
- **Officers responded to a Biting Dog call at Brook Run Park. A 17-year-old girl and her mother were in a grassy area allowing their dog to use the restroom. Two unattended dogs ran at them and began to be aggressive and bit their dog in the neck area. The victim grabbed her dog to put it in the car. The victim fell and was bitten on the arm by one of the dogs. An elderly female arrived and claimed ownership of the dogs. She left the area before the Officers arrived. DeKalb Animal Control arrived and completed a report.**
- Officers responded to a Missing Person on Ashford Dunwoody Road. A husband reported his wife missing after she went to stay at the Hampton Inn because she was dealing with recent family losses. The victim is experiencing a mental health crisis and now can't be located.
- Officers responded to an Injured Deer call on Mt. Vernon at Forest Springs Drive. The deer was euthanized.

- Officers responded to a Mail Theft on Dunridge Court. Officers were able to stop the suspect vehicle and arrest the driver. The suspect had fifteen pieces of mail from different residences.
- Officers responded to an Attempted Suicide on Binghamton Drive. The male subject had attempted to cut his wrist. The department's clinician responded to the scene and signed a 10-13 for transport.
- **Officers responded to a Disorderly Persons call at Hobnob. Hobnob refused service to two intoxicated males. They became disorderly, assaulted an employee, and flipped tables. The suspects left the scene on Perimeter Center West and caused a five-vehicle crash. Both suspects were located and arrested.**
- Officers conducted a Traffic Stop on Peachtree Industrial Boulevard. Officers were able to locate a stolen firearm in the vehicle. All three occupants were arrested.
- **Officers responded to a Shoplifting in Progress at the Sunglass Hut. The suspect had fled the scene and was later located at Le Meridian and arrested. The suspect had multiple warrants for past thefts at the Sunglass Hut.**
- Officers received an LPR Hit on a Stolen Auto. When Officers attempted to stop the vehicle, the driver fled the scene. No pursuit was initiated.
- Officers responded to a Vehicle Crash on I-285 east bound at N. Peachtree Road. There was a rollover crash involving three vehicles with a 16-year-old driver at fault.
- Officers responded to a Shoplifting in Progress at Von Maur. After a short foot chase, the suspect was taken into custody. The suspect then banged on the partition in the vehicle and made threats to kill himself. The WRAP helmet was placed on the offender, and he was transported for evaluation.
- **Officers responded to a Person Shot call. It was quickly determined this was a false report of a crime. The offender was located and stopped. The offender has a drug addiction and mental health issues. AMR transported her for a mental health evaluation.**
- **Officers responded to a Person Armed with a Gun at Dillard's. No such person could be located. A second call came in reporting a Shooting at Perimeter Mall. This was also determined to be a false call. The phone number of the caller was tracked to a suspect in Sandy Springs. The suspect was arrested and charged accordingly.**
- Officers responded to a Vehicle Fire on Ashford Dunwoody Road. Once on scene, Officers determined the vehicle was intentionally set on fire.

- Officers responded to a Suicide Attempt on Perimeter Center East. The victim ingested the contents of a thawed freezer pack and made comments about wanting to kill herself. The victim was transported to the hospital.

FINANCE

Major Projects:

- The FY2024 Budget Review Committee Meetings were held on Monday, September 11th and Tuesday, September 12th.
- Finance is working with the Information Technology department on the next internal audit, which is an Information Technology audit.
- Finance staff is working on updating Standard Operating Procedures as needed with new software and processes moving forward.
- The monthly Financial Report for August 2023 can be found at:
<https://www.dunwoodyga.gov/government/departments/finance/financial-reports/-fsiteid-1#!/>
- Additionally, the City's ARP and CARES webpages have been updated with actual spending through August 31, 2023.

Other Highlights:

- The Finance department filed 2 insurance claims during the month of September.
- A Request for Proposals) RFP 23-10 was posted for the Brook Run Skate Park Concessionaire.
- The department received four responses for RFP 23-06 2023-2027 MS4 Inspections and Dryweather Screenings.
- A Notice of Intent was issued to Award to Sweeping Corporation of America, LLC for Information to Bid (ITB) 23-06 for Street Sweeping and Debris Removal Services.
- A Notice of Intent was issued to Award to Denyse Companies, Inc. for ITB 23-04 for Gateway Signs.
- The department issued a Notice of Intent to Award to Tri Scapes, Inc. for RFP 23-04 for Parks, and Right of Way Maintenance.
- The department issued a Notice of Intent to Award to LDDBlueline, Inc. for Design Services New Maintenance Facility Brook Run Park.
- A Notice to Proceed was issued to LDDBlueline, Inc for Design Services Proposal Recreation-Community Center and Playing Fields Feasibility Study Georgia State University-Perimeter College Campus Dunwoody, Georgia.

- The department issued a Notice to Proceed to Lanier Plans, Inc. dba KorKat for Custom Shade Items Senior Baseball Field.
- The purchasing card cycle for this month ended September 26,2023.

Upcoming Events:

- The first public hearing for the FY2024 Operating and Capital Budget is scheduled for Monday, October 16th, with the second public hearing and vote for adoption of the FY2024 Budget scheduled for Monday, October 30th.

MUNICIPAL COURT

Workload/Activities:

- The department disposed of over 728 cases and 45 cases have been reset.
- The department held 15 bond forfeiture hearings.
- The department forfeited \$12,000 worth of bonds.

CLERK

Other Highlights:

- Proofed Sample Ballot for the November 7, 2023, General Election.
- Submitted bond referendum ad to legal organs for publication.

Workload/Activities:

- The City Clerk's Office processed 484 open records requests in the month of September.
- The City Clerk's Office processed 8 contracts in the month of September.
- The City Clerk's Office prepared all agendas, summaries, minutes, and associated procedures for the following meetings that were held during the month of September:
 - ✓ One Art Commission
 - ✓ Two Budget Committee
 - ✓ Two City Council
 - ✓ One Urban Redevelopment
- The staff reviewed and approved the financial transactions and expenditures for the City Council and department for the month of September.

HUMAN RESOURCES

Upcoming Events:

- Human Resources and the Wellness Committee will sponsor three events for employees in October: a healthy cooking class, a healthy cookout social event, and angioscreens.
- Open Enrollment will take place in early November.

Other Highlights:

- **The city filled two Police Officer positions.**
- **The Human Resources Department provided annual training for all employees on the City's Equal Employment Opportunity (EEO) and No Harassment Policy.**
- Human Resources is working with the City's benefits broker regarding renewals in preparation for Open Enrollment.
- Human Resources is working with the City's Human Resources Information Systems (HRIS) vendor to prepare for Open Enrollment.
- Human Resources and the Wellness Committee sponsored a flu vaccine clinic for City staff.