



**City Manager
Monthly Report
Report Ending September 6, 2024**

PARKS

Highlights:

- Waterford Park playground structures are moving through production and are on track to be onsite late September. Tennis court resurfacing scheduled to begin September 5th.
- Pernoshal Park exercise station pour-in-place has been replaced; Georgetown Park and Windwood Hollow Park playground roll coating has been completed.
- Monument signs for Brook Run Park and Dunwoody Nature Center are complete.

Upcoming Events:

- September 14: Groovin' on the Green with The New Quintet and Sassfolk
- September 19: Dunwoody Food Truck Thursday + Parks & Rec Month (July rain date)
- October 1: Dunwoody Arts & Culture Month begins
- October 12: Groovin' on the Green Series Finale with Corporate Therapy and LANDSLIDE – A TRIBUTE TO FLEETWOOD MAC
- October 24: Truck or Treat
- October 27: Howling Halloween Photos & Blessing of the Pets
- November 11: Veterans Day Ceremony

Accolades and Happenings:

- L.E.A.F. Parks & Rec Guide Fall/Winter '24 scheduled to be released first week of September. Upcoming season features the return of community favorites such as Truck or Treat, Groovin' on the Green Series Finale, and Holiday Lights, plus new programs including Holiday Family Photos at the N. Shallowford Annex, Special POPS tennis (free therapeutic program) at Windwood Hollow Park, POMSquad at Brook Run Park, and Tree Wellness Walks at Brook Run Park.
- Facilitated Eagle Scout Projects at Homecoming Park, Windwood Hollow Park, and Brook Run Park.

Department Items:

- Brook Run Park baseball field turf patch work completed, new plates installed, and mounds transitioned for softball season.
- Collaboration with Dunwoody Police Department on installation of Narcan kits throughout city facilities. Expected to complete by the end of September.
- Review of agreements renewing for 2025, including Treetop Quest and seven Athletic Agreements.
- Request for Qualifications (RFQ) 24-05 posted. To select contractor for HVAC system replacement services at Dunwoody City Hall. Bid closes September 24th.

- Portable restrooms installed at Wildcat Park, Homecoming Park, and Brook Run dog park.
- Application submitted for Georgia Council for the Arts Facilities Grant. Staff is requesting \$41,000 towards the installation of a new wheelchair lift at the Dunwoody Cultural Arts Center. Grant response expected mid-October.

Data:

- Estimated Pics in the Park attendance of 200.
- Estimated Groovin' on the Green attendance of 975.
- Completed 40 service tickets specific to Facilities and 34 specified to Grounds.
- Goat Pilates and Meditation classes sell out every month; Pound Fitness in the Park had 10 participants for the August session and Walk with a Doc had 12 walkers.
- Field Rentals have already surpassed 2023 revenue numbers. Monday-Thursday evenings are full.
- Rush Union had over 20 teams make it to championship games.

POLICE

Highlights:

- August 15, 2024, City leaders and local press were invited to Police Head Quarters for the unveiling of the new Billy J. Grogan Real Time Crime Center. News story was featured on major outlets such as 11Alive, Fox5 and WSTV.
- August 13, 2024, our second Public Safety Ambassador reported for duty. Both PSA's have begun formal training. Interviews continue to fill the last 2 positions.
- August 13, 2024, our 15th Citizens' Police Academy course kicked off. Classes will take place weekly through October 29, 2024. Graduates will be recognized at the November 12, 2024, City Council meeting.

Upcoming Events (September):

- September 16, 2024, Free Child Safety Seat Check event at City Hall.

Accolades and Happenings:

- August 12, 2024, Lt. Dove and Sgt. Sillah were recognized at a City Council meeting for their security efforts at Dunwoody's Lemonade Days Event.
- August 12, 2024, our newly acquired LifeVac rescue suction device (courtesy Dunwoody Police Foundation funding) was utilized during a medical call where Sgt. Nelson was first on scene, saving the life of a choking 18-month-old child who was unconscious, blue in color, and not breathing. The child has made a full recovery. Sgt. Nelson will receive a Medal of Meritorious Service during the 9/9/24 City Council Meeting.

- August 19, 2024, our new Public Safety Assistance Canine (PSAC) “River” was purchased (courtesy Dunwoody Police Foundation funding) and brought to HQ to begin her gradual acclimation process over the next 2 weeks. Once sufficiently acclimated, training will begin for the PSAC and her handler, Det. Ehlbeck.

Workload/Activities:

- Officers responded to call at Perimeter Mall with threats from a male suspect to enter the mall with his AR-15. After patrolling the mall for several minutes, it was determined everything was found to be operating properly.
- Officers conducted a traffic stop on Ashford Dunwoody Road with 2 males suspects. The driver was wanted for homicide by US Marshals and the second suspect was a convicted felon. Both subjects were transported the DeKalb jail without incident.
- Officers responded to Peachford Hospital of an armed person call. A 13-year-old patient was aggressive and armed with a metal pipe. It was observed by Officers, that the patient did criminal damage to the property and aggravated assault. The juvenile was transported by ambulance to Northside Hospital.
- Officers responded to a Prowling call on Happy Hollow Road. When Officers arrived, the caller said he saw an unknown white male on the property. The Officers searched the suspects belongings and found a piece of tin foil with crystal-like substance, which was positive for methamphetamine.
- Officers responded to a Loitering call on Mount Vernon Road at All Critters Animal Hospital. When Officers made contact with the male suspect it was confirmed he had outstanding warrants. The suspect was taken into custody without incident.
- Officers responded to a Civil Dispute/Protestors at Womack Road. Several 911 calls were reported for antisemitic and pro-Palestine yard signs. A large gathering of protestors was in front of the home blocking entry. When Officers arrived, the group had begun disbursing after homeowner removed the signs. Officers periodically patrolled the area as the protest circulate on social media.
- Officers responded to a Child Neglect call on Peachtree Industrial Boulevard. A male child was reported to be on the access road wearing nothing but a diaper. The father was located and told Officers the child was autistic and went out the door while he was taking care of his younger daughter.
- Officers responded to a Death Investigation call on 285 East at Chamblee Dunwoody Road. Officers found a male deceased in the grassy area between the exit ramp and 284 East. CID is investigating.
- Officers responded to a Death Investigation at Perimeter Center Place. The decomposed remains of a 62-year-old white male were discovered by property management. CID, CSI and DeKalb ME responded to the scene to take over the investigation.
- Officers responded to a Cruelty to Children call at Ravinia Drive. The offender left her 3-year-old twins in a parked car for 3 hours. A security guard was

conducting a routine check of the parking when he noticed the children. The mother was located, arrested, and charged. The offender had an active arrest warrant for a separate cruelty to children charge.

- Officers responded to an Overdose at Dunwoody High School. Once on scene, Officers met with the DeKalb School Police. A 16-year-old female was found unresponsive and received 2 doses of Narcan. She was transported the Scottish Rite for evaluation.
- Officers responded to a Fatality Crash with Entrapment on 285 West @ Ashford Dunwoody Road. A vehicle traveling west on 285 attempted to cross over to the collector distributor land by crossing the Ashford Dunwoody Road west entrance ramp. The vehicle collided with a pick-up truck that was traveling down the ramp. The passenger of the vehicle was deceased on the scene.

Data:

- See **Crime Stats Comparison** report (2023-2024 Crime Stats through July): www.dunwoodyga.gov/home/showpublisheddocument/3345/6385603995337700

PUBLIC WORKS

Highlights:

- Georgetown Gateway reached substantial completion milestone. Contractor is working on punch list items to achieve final acceptance.
- Gateway Signs shop drawings approved for construction. The wall mounted sign on Perimeter Center Parkway will be installed in September.
- Pipe lining completed on Buckline Crossing and Fontainebleau Court.

Dunwoody Sign – Perimeter Center Parkway



Upcoming Events:

- September – Resurfacing the Arts Center and Library parking lots

Department Items:

- Ashford Dunwoody Path Phase 1- Four of the of 6 plaza areas have been completed.

- Perimeter Center West Pedestrian Beacon- Waiting on Georgia Power to install power supply for the signal.
- Annual Paving Contract – Paving will resume in September on the remaining streets scheduled for this year.
- Ashford Dunwoody Path Phase 2- Right of way acquisition is in progress.
- Mount Vernon Road at Tilly Mill Road Intersection Improvement- Right of way acquisition is ongoing.
- Winters Chapel Path Phase 2- Traffic counts completed in August.
- Dunwoody Nature Center Stream & Wetlands Improvements- Contractor bids due September 10th.
- Brook Run Maintenance Facility- Contractor proposals due September 20th.
- AT&T has been on strike since August 16th impacting response times on maintenance and capital project tasks.
- Mount Vernon Road from Vermack to Mount Vernon Place- Design is resuming with recent approval of contract amendment.
- North Shallowford Path- Environmental studies are in progress.

COMMUNICATIONS

Highlights:

- Comp Plan: press release, social media, webpage, digital ads
- Real-Time Crime Center unveiling: Press release, video, social media, webpage
- Research, writing, and design work for the fall Dunwoody Digest
- Press releases: Real-Time Crime Center unveiling, Electronics recycling, Hispanic Heritage Cultural Celebration, 2025 Proposed Budget released, Dunwoody Library entry realignment and paving
- Jennifer participated in the City-County Communications Marketing Association (3CMA) Annual Conference

Upcoming Events:

- Comp Plan public workshop – Sept. 10
- Connect with Council – Rob Price and Joe Seconder – Sept. 12 & Sept. 14
- Youth City Council – John Heneghan presents Sept. 19
- Nandina project messaging

Department Items:

- Graphics – Dunwoody Town Hall, Connect with Council, Dunwoody Police Department’s (DPD) National Night Out, Allen Edmonds share graphic, map for library parking lot construction, Direction Dunwoody, Power Point graphics for Town Hall, Human Resources flyer for flu shots, Blood Drive flyer for DPD, calendar ads for Rough Draft and Dunwoody Crier
- Video – Nando’s ribbon cutting, Dunwoody High School Path project complete, RTCC unveiling
- “Inside Dunwoody” by City Manager Eric Linton focused on Dunwoody’s Comprehensive Plan, Direction Dunwoody
- Created and shared 5 issues of D-news and a Dunwoody Ambassadors newsletter
- Wrote and distributed welcome letters from the Mayor to family reunion participants via Discover Dunwoody

August 2024 Data:

- [August 2024 Stories link](#)



The flyer features the City of Dunwoody Georgia logo at the top. Below the logo is the website address and phone number. The main content is a list of events for September, including Town Hall, Special-Called Art Commission Meeting, Zoning Board of Appeals, Dunwoody City Council Meeting, Direction Dunwoody Comprehensive Plan, Sustainability Committee Meeting, Connect with Council, Master Gardener Talk, Groovin' on the Green, Latino Hispanic Cultural Heritage Celebration, Planning Commission Meeting, Development Authority Meeting, Food Truck Thursday, Farm-to-Table Dinner & Silent Auction, and Electronics Recycling. There are also images of community events and a QR code for a public workshop.

- Issued 6 press releases; Received 8 media inquiries; Created 5 graphics; Produced 3 videos for social media: 10.8K total views (new DHS Path was the most watched); 2 Council meetings – 1.1K total views on Facebook
- Top posts: (Facebook) Unsung Hero Awards; (Instagram) Electronics recycling; (LinkedIn) RTCC unveiling

COMMUNITY DEVELOPMENT

Highlights:

- The City Council has adopted new rules for community residences and recovery communities at the July 22nd meeting. The rules balance access to treatment with protections for neighborhoods.
- A first public hearing for Direction Dunwoody happened at the July 22nd City Council meeting. The engagement survey for the Dunwoody Community will go live in July.

Upcoming Events:

- August 12, 2024: The City Council will hear a text amendment for streetscapes in the Jett Ferry area.
- A pop-up engagement session for Direction Dunwoody is planned for the back-to-school event in the Dunwoody Village courtyard on August 9th.

Accolades and Happenings:

- The department has issued permits for the new Georgetown storage facility. Construction is expected to start within weeks.

Department Items:

- Work on building out the new permitting software is continuing. The vendor is implementing takeaways from the first round of testing.
- The department has onboarded a new payment vendor for the iWorQ permitting software, Payroc. The vendor will allow credit card and ECH payments for permits.

Data:

- The Building Division has completed 448 inspections.
- The Code Enforcement division conducted 136 inspections including 7 vacant properties, received 43 new complaints and brought 29 cases into compliance.
- The Code Enforcement division removed 109 signs from the right-of-way.
- The staff issued 38 code enforcement warnings and 2 citations.
- 150 permit applications were received, and 128 permits issued.
- The department conducted 59 erosion control inspections.



ECONOMIC DEVELOPMENT

Highlights:

- Held the first Edge City 2.0 Community Forum.
- Sponsored a Meet and Greet lunch in the Ravinia Gardens with Discover Dunwoody.

Upcoming Events:

- September 4th, Dunwoody Art Commission Meeting
- September 19th, Dunwoody Development Authority Meeting
- October 2nd, Dunwoody Art Commission Meeting
- October 23rd, Access Foundation Entrepreneur Workshop
- November 6th, Dunwoody Art Commission Meeting
- November 21st, Dunwoody Development Authority Meeting

Accolades and Happenings:

- Access Foundation hosted the 2024 Demonstration Day at ROAM Perimeter highlighting 7 companies that received mentoring assistance.

Department Items:

- Held Ribbon Cutting for Nando’s Peri Peri.
- Approved 1 Public Art Submission for Agave Bandido.
- Attended business and community meetings: Dunwoody Marketing Alliance Meeting, Create Dunwoody Board Meeting, Perimeter Chamber Coffee Connection, TiE Atlanta Monthly Meeting, Dunwoody Village Merchants Association, Dunwoody Hotel General Managers Quarterly Luncheon, and Perimeter Chamber Luncheon.

Data:

- Conducted 7 Retention Meetings.
- Conducted 48 Business Touch Points.
- Conducted 19 Business Recruitment Meetings.

FINANCE

Highlights:

- The FY2025 Proposed Operating & Capital Budget was published on Friday, August 30th.
- FY2025 Department Review Meetings were held on Tuesday, August 13th and Wednesday, August 14th in preparation for the publication of the FY2025 Proposed Budget.

- The Monthly Financial Report for July 2024 was published to the Finance page on the City's website.
- The Dunwoody ARP and CARES Act webpages have been updated with all activity through July 30, 2024.
- An Audit Committee Meeting was held on Monday, August 12 at 3:30pm at City Hall.

Upcoming Events:

- A Special Called Meeting of City Council to review the FY2025 Proposed Operating & Capital Budget is scheduled for Monday, September 9, beginning at 10:00am.

Accolades and Happenings:

- Dawn White, Accounting Manager, received the GOAT Award.

Department Items:

- Finance staff continues working with Community Development and Information Technology on the implementation of CentralSquare, which is an update to our permitting software.

INFORMATION TECHNOLOGY

Highlights:

- Conference Room Technology Upgrades – first set of installations on September 16, 2024
- Back Up and Recovery Provider – Project initiated
- Network Refresh – Assessment phase kicked off
- SIEM/SOC project – Final stages in progress

Major Projects:

- Sharepoint Migration – The scheduled completion date is before December 2024.
- Data Classification - Scheduled completion before December 2024.
- CID Applications – Completed
- Cyber Security ARPA updates – Almost complete
- Central Square – The project is in progress with revised schedule for go-live, to be determined.
- Accounts Payable (AP) Automation – The project is in progress with revised schedule for go-live TBD
- Employee cell phone upgrades – Scheduled completion Q4 2024

Department Items:

- Park Internet – On hold for Networking Refresh
- GMIS Accreditation – Paused for GMIS updates

- Comcast upgrade to fiber – On hold for Network Refresh
- VMWare migration – final steps
- What Works Cities Certification Assessment – Currently on hold due to workload.

Data:

- The department had 201 helpdesk tickets opened in this period.
- The department closed 212 helpdesk tickets.
- The department hosted 19 zoom meetings this period.
- Currently, 154 users are being managed.
- There are 699 devices (263 - computers, 86 - network devices, 134 – cell phones and tablets, and 216 desk phones) being managed.

CITY CLERK

Data:

- The City Clerk's Office processed 490 open records requests in the month of August.
- The City Clerk's Office processed 5 contracts during the month of August.
- The City Clerk's Office prepared all agendas, summaries, minutes, and associated procedures that were held during the month of August:
 - ✓ One Art Commission
 - ✓ One Audit Committee
 - ✓ Two City Council
 - ✓ One Development Authority
- Reviewed and approved financial transactions and expenditures for the City Council & City Clerk's office for the month of August.

MUNICIPAL COURT

Workload/Activities:

- Disposed of over 528 cases and reset 35 cases.
- Amnesty Court Hearing August 8th with 31 defendants warrants cleared and appeared in court. Collected \$6,524.00 in outstanding fines and fees.
- New Deputy Clerk Kyra Graham

HUMAN RESOURCES

Highlights:

- The city filled the following positions: one Public Safety Ambassador and one Systems Administrator.

- Human Resources is working with the City's benefits broker regarding benefits 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 is reviewing the Employee Handbook and drafting a comprehensive Employee Handbook revision.
- Human Resources and the Wellness Committee sponsored biometric screenings, a seminar on physical well-being and preventive care, and Let's Do Lunch.

Upcoming Events:

- Wellness events planned for September include a sleep health presentation, flu vaccine clinic, and Let's Do Lunch.
- Annual training for all employees on the City's Equal Employment Opportunity (EEO) and No Harassment Policy is scheduled for September.
- In October, the Wellness Committee will sponsor angioscreens, a healthy cookout, and Let's Do Lunch.