



**City Manager  
Monthly Report  
Report Ending October 11, 2024**

**PARKS**

**Highlights:**

- Skate Park Mural Request for Proposals opened. The proposal is a call to artists for production of large-scale murals for the 2025 Black History Month exhibit at Brook Run Park. Proposal closes November 14, 2024. Due to an increase of proposal submissions in this project over the years, the project budget has increased from \$10,000 to \$15,000.

**Upcoming Events:**

- 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
- November 14: Holiday Family Photos at N. Shallowford Annex
- December 1: Holiday Lights Opening Night

**Accolades and Happenings:**

- Georgia Parks and Recreation Association District 6 Agency of the Year Award received for fourth year in a row. Award was presented to the department at the District 6 Banquet.
- Two Bridges Park logo sculpture approved by Dunwoody Arts Commission. Sculpture is designed by Huelani Mei Fogleman who also produced *Grounded Growth* and *Grounded Gathering* at Brook Run Park.



**Department Items:**

- Winterized Two Bridges Park splash pad filtration system and closed the splash pad for the season on September 22. Shade structures site work began September 30.
- Interviews ongoing for Facilities Associate and Part-Time Recreation Leader positions.
- Brook Run Park field schedules for Q1 2025 ongoing, to be finalized by November 15<sup>th</sup>. Annual review of all Athletic Agreements underway.
- Completed annual grass overseeding at Donaldson-Bannister Farm, Brook Run Park front oval and amphitheater, Windwood Hollow Park, Pernoshal Park, Two Bridges Park, Peachtree Middle School football field, and Wildcat Park.

**Data:**

- Dunwoody Preservation Trust sold out its sixth annual Farm to Table Dinner and Auction on September 21.
- Together, TriScapes and Right of Way crews responded to over 16 incidents during Hurricane Helene response.
- Special Pops Tennis program hosted 10 participants in the first session.
- Walk with a Doc participation increasing each month. September saw 10 participants for the “What is Lifestyle Medicine?” walk.
- Four sponsors secured for Truck or Treat thus far.
- Dunwoody Senior Baseball entered five Diablo Travel teams into ten weekend tournaments.
- Butterfly Experience at Dunwoody Nature Center welcomed over 2,800 guests.

**POLICE**

**Highlights:**

- August 15, 2024: National Night Out event at Brook Run Park. Local partners: DeKalb Fire Rescue, ChatComm, DeKalb DA’s Office, Dunwoody Police Foundation, and GOHS, who provided a free rollover simulator experience for visitors. The North Metro SWAT armored vehicle was also on hand for tours.
- August 20, 2024: Homeless Outreach project. Officers partnered with the Continuum of Care (CoC) to reach out to local homeless citizens. The team has started collecting names and has spoken to these citizens regarding resources available to them.
- September 3 & 5, 2024: Officer Hernandez presented a High School Safety Presentation to the Dunwoody High School (DHS) Junior and Senior Class to discourage students from committing illegal acts during the Junior and Senior Wars.
- September 15, 2024: Beth Shalom C.R.A.S.E. class. Deputy Chief Fladrich (certified instructor) taught a Civilian Response to Active Shooter Events class for members of Beth Shalom.

- September 16, 2024: Free Child Safety Seat Check event held in City Hall parking lot. A total of 12 households stopped by for help installing their child safety seat correctly and were educated on child safety seat tips and guidelines.
- September 19, 2024: Public Safety Cadet Open House event. Showcased various divisions of the police department to potentially new Public Safety Cadets.
- October 3, 2024: Public Works Director Michael Smith, Deputy Chief Fladrich and Lt. Dove attended a half-day tabletop exercise orchestrated by Dekalb EMA and Dekalb watershed to address the public safety and governmental response to a potential dam collapse to the north (towards Sandy Springs and Gwinnett Co.) and the resulting destruction from such a catastrophic event.
- October 3, 2024: DeKalb County has partnered with Frontline Response which aids the homeless for up to one year. So far, four vagrants inside the City of Dunwoody have accepted this service.

#### **Upcoming Events:**

- October 24, 2024: See & Be Seen Campaign at Brook Run Park's Truck or Treat event. DPD officers & staff will pass out free safety flashers for kids to wear while Trick-or-Treating.
- October 11, 2024: Pizza with Police event to take place during National Faith & Blue Weekend (Oct 11-14) at Brook Run Park. Partnering with local churches, Pizza with Police offers church members and other citizens an opportunity to enjoy fellowship and create new connections with both Church and Police on a casual basis, without any structured agenda.

#### **Accolades and Happenings:**

- September 9, 2024: Sgt. Nelson was presented a Medal of Meritorious Service at the Council Meeting for saving the life of a choking young child using one of our newly acquired Life Vac rescue suction devices.

#### **Workload/Activities:**

- Officers responded to an Agency Assist for Sandy Springs Police Department; K-9 responded to assist with an article search at the Sonesta in regard to the double shooting earlier in the evening.
- Officers responded to a Fight Call on Peachtree Industrial Blvd. A male victim reported being assaulted by a group of juveniles, possibly armed with knives, stemming from a school conflict. Victim sustained minor injuries but declined medical attention. Suspects fled before police arrival. The victim's father will follow up with school authorities.
- Officers responded to a Lost Child Call on Lake Ridge Lane in reference to a 3-year-old boy who was found wandering around the parking lot. Officers spoke with on-site maintenance staff who were able to show officers where the child lived. The father advised he was changing his other child's diaper, and the

mother was cooking when the 3-year-old must have slipped out the front door, which was left unlocked. A DFACS referral form was submitted.

- Officers responded to an Assault Call at Best Buy. A 65-year-old male visited Best Buy after realizing his soundbar, which was an open box item, was missing a remote. When the manager told him he would need to contact the customer service line, he became upset and threw the soundbar at him. He also hit him and spat in his face. Warrants were secured for simple battery.
- Officers responded to a Large Car Meet Up Call at the Publix on Ashford Dunwoody Road. At 11:45pm, approximately 50 vehicles revving engines were gathered in the Publix parking lot. Officers escorted them out of the city. Two of the vehicles were involved in a rear end accident as they left the city.
- Officers responded to an Armed Robbery Call at Atlanta Memorial Park Cemetery. Victim stated that 2 black males approached him and robbed him at gunpoint, taking his wallet, \$5K in cash, and the keys to his truck. The victim stated that he had just closed his business for the night, which was why he had the large amount of cash. A suspect vehicle was located on Flock following the victim from Norcross to Dunwoody.
- As a large storm approached Dunwoody, on-duty nightshift officers were complemented by a large contingent of off-duty officers and civilians who stood ready to respond to the effects of Hurricane Helene. Utilizing the RTCC and PD personnel in the field, a solid emergency response was fielded in conjunction with Public Works crews being directed out of the RTCC by Director Michael Smith.  
Several roads had to be closed due to fallen trees and flooding was monitored through a few intersection cameras. These operations carried over into the next morning and were appropriately addressed until the event was over.
- Officers responded to a Medical Call on Winter Rose Ct. in reference to a 16-year-old male who was unconscious and not breathing. The juvenile's mother-initiated CPR and was relieved by officers. Two doses of Narcan were initiated as well as an AED, which indicated: "no shock advised". CPR was continued and the juvenile eventually regained consciousness and was transported to CHOA.

**Data:**

- See Crime Stats Comparison report (2023-2024 Crime Stats through August): <https://www.dunwoodyga.gov/police/crime-info-stats/crime-comparison>

**PUBLIC WORKS**

**Highlights:**

- Gateway Sign completed on Perimeter Center Parkway; Chamblee Dunwoody sign scheduled for installation in October.
- Acquired remaining right-of-way and easements for the Mount Vernon at Tilly Mill Intersection Improvement project.
- Completed Arts Center parking lot resurfacing.



*Dunwoody Sign- Perimeter Center Parkway*

*Dunwoody Sign- Perimeter Center Parkway*

- October – Paving in the Perimeter area on Perimeter Center West, Perimeter Center Parkway and the south end of Ashford Dunwoody Road.

**Department Items:**

- Hurricane Helene- Prepared for storm by going to 24-hour operations and responded to downed trees at 14 locations. Estimated rainfall was a little over 10-inches for a 48-hour period which would be considered a 200-year rainfall event. The rainfall was spread enough over the 48-hour period that no roads had to be closed for flooding.
- Ashford Dunwoody Path Phase 1- Work on final plaza at Hammond Drive began with completion expected in October.
- Perimeter Center West Pedestrian Beacon- Georgia Power installed power supply for the signal. Signal is expected to be in operation by end of October.
- Annual Paving Contract – Paving completed on Adams Road and Cambridge Trace.
- Ashford Dunwoody at Hammond Pedestrian Improvements- Completed widening of the median island. New pedestrian signals, paving and striping are planned for October.
- Brook Run Maintenance Facility- Seven proposals received from contractors and under evaluation.
- Mount Vernon Road from Vermack to Mount Vernon Place- Design is resuming with recent approval of contract amendment.
- Completed 7 stormwater pipe rehabilitation projects in Buckline Crossing, Fontainebleau and Dunwoody Club Forest

**COMMUNICATIONS**



### Highlights:

- Fall issue of the [Dunwoody Digest](#) arrived in mailboxes in late September
- Dunwoody Arts & Culture Month – worked with Discover Dunwoody to develop and promote a special online calendar of events, press release, social media; designed new event logo
- Vietnam War Memorial dedication – press release, video, webpage
- Tenant resources: designed brochure and created webpage to highlight enforceable codes and support resources
- Code Enforcement FAQs: designed brochure and updated our webpage with frequent code violations and rules; adding monthly code reminders to D-news
- Designed the covers of two booklets for Human Resources
- Introduced new name for our volunteer program – Dunwoody VIPS - designed new logo, updated website, social media recruitment
- Connect with Council – Rob Price and Joe Secorder – signage and social media
- Youth City Council – John Heneghan presented, great turnout



### Upcoming Events:

- Youth City Council – Mayor Deutsch presents on Oct. 24
- City table to promote VIPS at the Dunwoody Farmers Market – Oct. 26
- #GreatDunwoodyCleanup – Nov. 2

### Department Items:

- Graphics – Georgia Reads Day, Stay Safe, Weather Update, Air Quality, Vietnam Veterans Memorial, Cadet Open House, Library Paving Map, Hispanic Heritage Celebration, Connect with Council, Patriot Day, Rosh Hashanah, Electronics Recycling, Grandparents Day, Labor Day, Dunwoody Digest promos (5 total), calendar ads for the Dunwoody Crier & Rough Draft
- Video – Vietnam War Memorial dedication, Little Gym ribbon cutting, Element Hotel construction, Storm preps, Georgia power crews, Comp plan promo
- “Inside Dunwoody” by City Manager Eric Linton focused on the 2025 Proposed Budget
- Created and shared 5 issues of D-news and a [Dunwoody VIPS newsletter](#)
- Created 2 flyers and an ice-breaker game for HR events and promotions
- Created flyers and promo materials for DPD’s Faith and Blue event and a t-shirt design for National Public Safety Cadet program



**September 2024 Data:**

- [September 2024 Dunwoody stories link](#)
- Issued 4 press releases; Received 7 media inquiries; Created 16 graphics; Produced 5 videos for social media: 395K total views (2 storm-related videos on Instagram had record views); 2 Council meetings – 981 total views on Facebook
- Top posts: (Facebook) Welcome Little Gym; (Instagram) Georgia Power downed tree – this had a whopping 264K views; (LinkedIn) GDOT grant

**COMMUNITY DEVELOPMENT**

**Highlights:**

- The TSW team has hosted an in-person workshop for the Direction Dunwoody Comprehensive Plan and Unified Development Ordinance. Approximately 60 residents attended and provided their preferences for future development.

**Upcoming Events:**

- October 8, 2024: The Planning Commission will hear a rezoning application to increase the number of allowed uses within the existing shopping center at 2480 Mount Vernon Road and associated addresses.

**Accolades and Happenings:**

- The Department hosted the annual household electronics event at Saint Luke’s Presbyterian Church on September 29<sup>th</sup>. A total of 470 residents attended, which was five more than in 2023.
- The City Council conducted a first read for updated pole banner regulations. A second read will occur on October 15<sup>th</sup>.

**Department Items:**

- Continuing to work on building out the new permitting software.

**Data:**

- The Building Division has completed 390 inspections.
- The Code Enforcement division conducted 136 inspections including 7 vacant properties, received 51 new complaints and brought 41 cases into compliance.
- The Code Enforcement division removed 117 signs from the right-of-way.
- The staff issued 49 code enforcement warnings and no citations.
- The Department received 135 permit applications and issued 76 permits.
- The Department conducted 54 erosion control inspections.

**ECONOMIC DEVELOPMENT**

**Highlights:**



- Hosted the TiE Commerce Connect Conference VIP Dinner.

**Upcoming Events:**

- October 2, Dunwoody Art Commission Meeting
- October 23, Access Foundation Entrepreneur Workshop
- November 5, Dunwoody Art Commission Meeting
- November 7, Edge City 2.0 Community Forum
- November 21, Dunwoody Development Authority Meeting
- December 3, Dunwoody Art Commission Meeting

**Department Items:**

- Held Ribbon Cutting for Little Gym and Benefield Dentistry.
- 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 Rotary, and TiE Commerce Connect Dinner.

**Data:**

- Conducted 11 Retention Meetings.
- Conducted 16 Business Recruitment Meetings.

**FINANCE**

**Highlights:**

- The FY2025 Proposed Operating & Capital Budget Work Session with City Council was held on Monday, September 9.
- The city was approved for a 2024 Georgia Municipal Association (GMA) Safety Grant in the amount of \$20,000.
- The Monthly Financial Report for August 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 August 31, 2024.

**Upcoming Events:**

- The Q3 Report for ARPA spending is due to the US Department of Treasury by Thursday, October 31.
- The first public hearing regarding the FY2025 Operating & Capital will be held on Tuesday, October 15 at 6:00pm, with the second public hearing being held on Monday, October 28 at 6:00pm.

**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.
- Notice of Intent to Award issued to SureLock Technology for Request for Proposals (RFP) 24-01 Backup and Recovery Services Solution Provider.
- Notice of Intent to Award issued to KCI Technologies, Inc. for Request for Qualifications (RFQ) 24-02 Engineering Design Services GDOT PI 0019785.
- Notice to Proceed issued to Practical Design Partners, LLC for Design of Pedestrian Improvements along Happy Hollow Road from Peeler Road to Kingsland Court.
- Contract Amendment No.1 issued to NV5 Engineers and Consultants, Inc. for Mt. Vernon Road Design for the Mount Vernon Corridor Improvements.
- Received seven responses for RFQ 24-04 On-Call Materials Testing.
- Received two responses for RFQ 24-05 HVAC, RTU System Replacement.
- Received seven responses for RFP 24-04 Construction Manager at Risk Services for Brook Run Park – Maintenance Facility Building and Grounds.
- Received two bid responses for Intent to Bid (ITB) 24-03 Dunwoody Nature Center Stream & Wetland Improvements.
- Posted RFQ 24-06 Black History Month Murals.
- Executed Tree Planting Service Agreement between Trees Atlanta, Inc. and the City of Dunwoody.

### **INFORMATION TECHNOLOGY**

#### **Highlights:**

- Conference Room Technology Upgrades – Evokos added, next stage beginning last week of October
- Back Up and Recovery Provider – Project kicked off
- Network Refresh – Phase 1 in progress
- SIEM/SOC project – Final stages in progress
- Sharefile - Decommissioned

#### **Major Projects:**

- Sharepoint Migration – The scheduled completion date is before February 2024.
- Data Classification - Scheduled completion before December 2024.
- Cyber Security ARPA updates – Almost complete
- Central Square – The project is in progress with revised schedule for go-live TBD.
- 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 199 helpdesk tickets opened in this period.
- The department closed 194 helpdesk tickets.
- The department hosted 28 zoom meetings this period.
- Currently, 157 users are being managed.
- There are 699 devices (262 - computers, 86 - network devices, 148 – cell phones and tablets, and 216 desk phones) being managed.

**CITY CLERK**

**Data:**

- The City Clerk’s Office processed 395 open records requests in the month of September.
- The City Clerk’s Office processed 5 contracts during the month of September.
- The City Clerk’s Office prepared all agendas, summaries, minutes, and associated procedures that were held during the month of September:
  - ✓ One Art Commission
  - ✓ Three City Council
  - ✓ One Development Authority
- Reviewed and approved the financial transactions and expenditures for the City Council and City Clerk’s office for September.

**MUNICIPAL COURT**

**Workload/Activities:**

- Disposed of over 588 cases and reset 25 cases.

**HUMAN RESOURCES**

**Highlights:**

- The city filled the following positions: three Police Officers and one Business Retention & Cultural Development Manager.
- Annual training was provided to all employees on the City's Equal Employment Opportunity (EEO) and No Harassment Policy.
- Human Resources is working with the City's benefits broker to prepare for Benefits Meetings with City employees prior to Open Enrollment.
- Human Resources is working with the City's Human Resources Information Systems (HRIS) vendor to prepare for Open Enrollment.
- Human Resources finalized and published a comprehensive Employee Handbook revision.
- Human Resources and the Wellness Committee sponsored a sleep health presentation, a flu vaccine clinic, and Let's Do Lunch.

**Upcoming Events:**

- In October, the Wellness Committee will sponsor angioscreens, a healthy cookout, and Let's Do Lunch.
- Wellness events planned for November include the Maintain Don't Gain wellness challenge and the annual Wellness Employee Survey to help the Wellness Committee with planning efforts for 2025.