



**City Manager
Monthly Report
Report Ending November 8, 2024**

PARKS

Highlights:

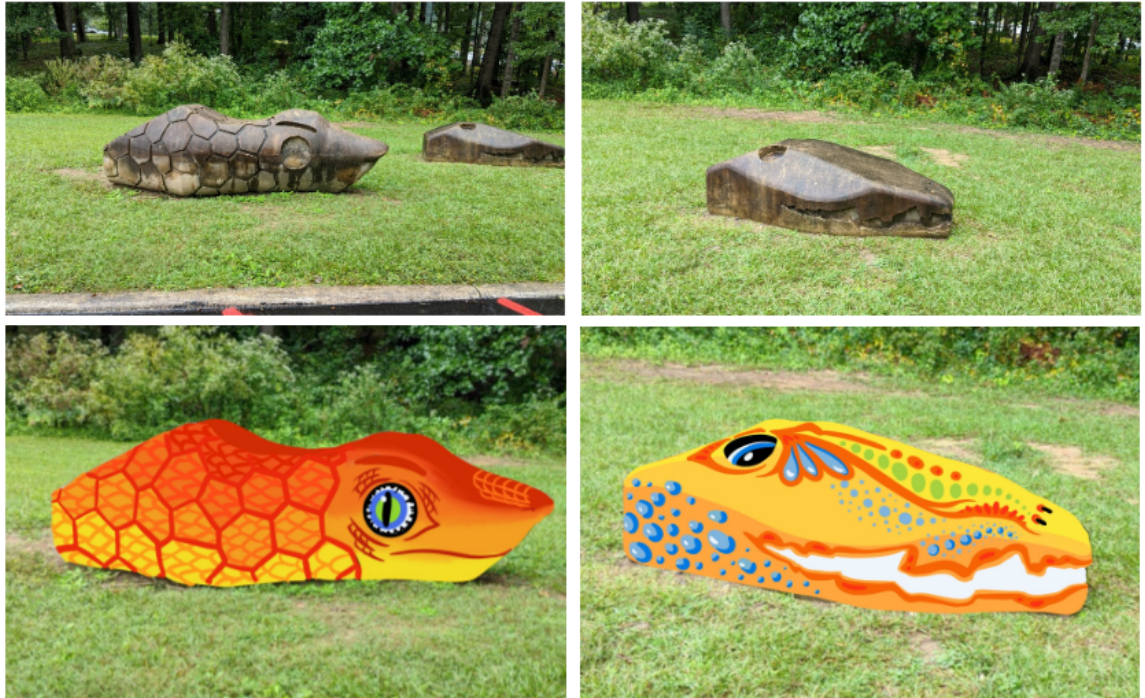
- Waterford Park playground scheduled to be completed by end of November. Concrete path and curb have been poured and playground structure has been installed. Playground surfacing, fencing, and landscaping to follow in the coming weeks.
- Two Bridges Park shade pole installation complete. Shade fabric installation currently projected for Q1 2025, based on current manufacturing timelines.

Upcoming Events:

- November 11: Veterans Day Ceremony
- November 14: Holiday Family Photos at N. Shallowford Annex *SOLD OUT*
- December 1: Holiday Lights Opening Night. Display open daily, 5-10pm, through December 31st.

Accolades and Happenings:

- Vietnam War Memorial dedication welcomed over 300 guests on October 5.
- Brook Run Park concrete serpent and gecko sculptures will be painted by artist, Breze Smith, the week of November 11th.
- Brook Run Park concrete serpent and gecko sculptures will be painted by artist, Breze Smith, the week of November 11. Concepts below.



Department Items:

- Facilities Associate candidate offer accepted, with expected start date of December 2nd.
- Contract signed for Kaizen Labs registration software. Transition from CivicRec to Kaizen Labs will begin internally Q1 of 2025.
- 2025 Event Calendar confirmed by Recreation staff.

Data:

- 67 participants in the Men's 40+ and 88 participants in the Adult Coed Rush Union Leagues.
- Groovin' on the Green Series Finale saw approximately 2,300 guests on October 12th.
- Truck or Treat saw approximately 2,400 guests on October 24th.
- Dunwoody Preservation Trust launched a brand-new series of field trips for grades 1-5 that are tied to the Social Studies Georgia Standards of Excellence. They have successfully booked 5 field trips for a total of 316 children.
- Over 100 guests attended Spirits for Spruill to witness the unveiling of the AMPLIFY mural.
- Half of the Spruill Bowl Sales proceeds (\$3,500) were donated to the RiverArts District in Asheville.
- 76 participants in the eight Taste of Spruill Free Community workshops held so far with eight more workshops scheduled for November and December.

- Howling Halloween fundraiser for the Brook Run Dog Park Association totaled \$550.

PUBLIC WORKS

Widened Pedestrian Median at Ashford Dunwoody Road and Hammond Drive

Highlights:

- Completed 2024 Paving Program with 12.8 lane miles paved on 21 streets.
- Completed median widening and pedestrian improvements on Ashford Dunwoody at Hammond Drive.
- Planted 8 trees as part of the Vermack Path at Dunwoody High School.

Upcoming Events:

- December - Vermack Path lighting installation

Department Items:

- Ashford Dunwoody Path Phase 1- The cycle track and sidewalk are substantially complete, and sod has been installed. Remaining work includes installing traffic signal fiber, granite pavers and tree planting.
- Perimeter Center West Pedestrian Beacon - Crosswalk installation and power connection planned in November.



- Gateway Signs - Foundation installed for the sign at Chamblee Dunwoody Road and Cotillion Drive.
- Cherry Hill Path - Design completed and temporary construction easement acquired. Coordinating with utilities and preparing construction documents.
- Winters Chapel Path Phase 2 - Federally required environmental field surveys have been completed.
- Stormwater Pipe Rehabilitation - Completed 4 pipelining projects in Dunwoody North subdivision.
- Evaluated 98 pipes under roadways scheduled for paving in 2025 and identified 10 pipes to be repaired.
- Dunwoody Nature Center Wetlands Restoration - Contractor is mobilizing for construction.

COMMUNITY DEVELOPMENT

Highlights:

- The Code Enforcement Division was busy maintaining a clean streetscape and removed 246-yard signs from the public right-of-way.
- The Element Hotel at Campus 244 has received a temporary certificate of occupancy. Opening to the public is expected in late November 2024.
- Puttshack opened last week.

Upcoming Events:

- November 19, 2024: The Planning Commission will hear a previously deferred rezoning application to increase the number of allowed uses within the existing shopping center on Jett Ferry at 2480 Mount Vernon Road and associated addresses.

Accolades and Happenings:

- The Agave Bandido restaurant at High Street opened in October.
- The City Council adopted updated pole banner regulations during its October 15th meeting.
- The City Council held a public hearing for a special land use permit for a Starbucks drive-through store on Perimeter Center West. A second read will occur on November 12th.

Department Items:

- The permitting software build out continues.

Data:

- The Building Division has completed 440 inspections.
- The Code Enforcement division conducted 149 inspections including 7 vacant properties, received 51 new complaints and brought 47 cases into compliance.
- The staff issued 43 code enforcement warnings and 3 citations.
- 140 permit applications were received, and 98 permits issued.
- 48 erosion control inspections conducted.

ECONOMIC DEVELOPMENT

Highlights:

- Held an Access Foundation Entrepreneur Session at Perimeter College on “How to Develop Your Sales Strategy.”

Upcoming Events:

- November 6TH, Dunwoody Art Commission Meeting
- November 21ST, Dunwoody Development Authority Meeting
- December 3RD, Dunwoody Art Commission Meeting

Department Items:

- Held Ribbon Cutting 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, Vibe After Five, Access Georgia Foundation Board Meeting, ARC State of the Region Breakfast, and Perimeter Chamber Luncheon.

Data:

- Conducted 11 Retention Meetings.
- Conducted 13 Business Recruitment Meetings.

COMMUNICATIONS

Highlights:

- Transitioned Dunwoody Ambassadors volunteer program to Dunwoody Volunteers in Public Service (VIPs) – with new logo and newsletter masthead. Held a recruitment tent at the October 26th Dunwoody Farmers Market to thank current members and recruit new ones with latte and magnet giveaways. Recruited 21 new members.
- Coordinated promotion of 5th annual #GreatDunwoodyCleanup (held November 2nd) with press release, newsletter stories and targeted emails to schools and community groups.
- Press release, promotion and dignitary invitations for Dunwoody's Veterans Day Ceremony on November 11th.
- Youth City Council – Mayor Lynn Deutsch presented, great turnout
- Coordinated Dunwoody's entry into the Scarecrow Showdown at Dunwoody Village with Brook R. Park-D'Wood (and her little dog Pernoshal)
- Created video explaining and introducing Dunwoody's first Leading Pedestrian Interval at Ashford Dunwoody and Valley View Roads.
- Created Tenant Resource page <https://www.dunwoodyga.gov/community/tenant-resources> and Frequent Code Violations page <https://www.dunwoodyga.gov/government/departments/community-development/code-enforcement/frequent-code-violations> for Code Enforcement on city website.



Upcoming Events:

- Youth City Council – Chief Carlson to speak on November 14th
- Veterans Day Ceremony – November 11th
- Holiday Lights kickoff – December 1st

Department Items:

- Graphics – Election Day, Truck or Treat, Yom Kippur, Diwali, Halloween, Arts & Culture Month, Veterans Day, calendar ads for the Dunwoody Crier & Rough Draft
- Video – Agave Bandido ribbon cutting, Dr. Maria Benefield DDS ribbon cutting
- “[Inside Dunwoody](#)” by City Manager Eric Linton focused on Brook Run's two Veterans Memorials and upcoming Ceremony.
- Created and shared 5 issues of D-news and a [Giving Back for Dunwoody VIPs](#)
- Created flyers for Human Resources and Dunwoody Police Department events and promotions.

- Issued 3 press releases; Received 5 media inquiries; Created 14 graphics; Produced 2 videos for social media

Accolades and Happenings:

- Top posts: (Facebook) Kathy Florence GOAT Award; (Instagram) Agave Bandido ribbon cutting; (LinkedIn) - Welcome, Fernanda Kirchner

INFORMATION TECHNOLOGY

Highlights:

- Conference Room Technology Upgrades – First 3 conference rooms are completed: City Manager, Peachtree, and Dogwood
- Back Up and Recovery Provider – began configuration of new system
- Network Refresh – Phase 1 completed, awaiting report
- SIEM/SOC project – estimated completion December 2024

Major Projects:

- Sharepoint Migration – The scheduled completion date is before December 2024
- Data Classification - Scheduled completion before December 2024
- Cyber Security ARPA updates – To be completed with end of Network Refresh
- Central Square – 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
- Accounts Payable (AP) Automation – paused
- 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 221 helpdesk tickets opened in this period.
- The department closed 226 helpdesk tickets.
- The department hosted 19 zoom meetings this period.
- Currently, 160 users are being managed.
- There are 725 devices (267 - computers, 86 - network devices, 156 – cell phones and tablets, and 216 desk phones) being managed.

POLICE

Highlights:

- October 2 & 9, 2024, Dunwoody Police Department (DPD) participated in National Walk to School Wednesdays with Austin and Vanderlyn Elementary schools.
- October 10, 2024, DPD conducted Civilian Response to Active Shooter (C.R.A.S.E.) class for management staff at Ravinia 1 & 2. 32 staff members attended.
- October 11, 2024, DPD partnered with Faith & Blue to host Pizza with Police at Brook Run Park. The Faith & Blue program strives towards building safer, stronger, more unified communities by directly enabling local partnerships among law enforcement, residents, businesses and community groups through the connections of local faith-based organizations.
- October 24, 2024, DPD joined Parks & Rec and Dunwoody HOA during the Truck or Treat event at Brook Run Park to pass out free flashing safety reflectors to hundreds of children for our “See & Be Seen” safety campaign.
- November 1, 2024, Another Sergeant has been certified as a Use of Force (UOF) Instructor. This further enhances our officer training program to ensure officers are receiving the most current and applicable Use of Force training.

Upcoming Events:

- December 6, 2024, 5pm-7pm, Christmas for Kids Wrap-Up Event. A fun community volunteer opportunity to register to help wrap gifts for Christmas for Kids campaign.

Accolades and Happenings:

- Det. Jordan Laverty was selected to receive the “Flock Power Partner Award” for his exceptional dedication towards leveraging technology in solving complex cases and the shared commitment to keeping our community safe.
- October 29, 2024, 17 students graduated from DPD’s 15th Annual Citizens’ Police Academy. Alumni be recognized at the November 12, 2024, City Council Meeting.
- A Holiday Food Drive has begun at DPD. Drop off food donations in police lobby through December.

Workload/Activities:

- Officers responded to a Person Hit by Auto/Aggravated Assault – N Shallowford Road at Village Diver: Officers responded to a bicyclist hit by a car auto, who was riding south on N Shallowford Rd and was hit by an unknown male driver. While the victim was lying on the side of the roadway the driver of the white sedan pointed a handgun at him then drove away. The victim was unable to provide much information at the time, due to him speaking Creole and language line not speaking Creole.
- Officers responded to a Battery/Aggravated Assault on a Peace Officer/Disorderly Under the Influence – Eclipse Di Luna: Officers responded to 3

disorderly females walking into the kitchen area for a confrontation with staff and security. Officers observed one female slap the security guard in the face. While officers were arresting that female, a second female came up and kned an officer in the face, which resulted in the second arrest. While the first 2 females were being placed in patrol cars, the third intoxicated female repeatedly attempted to approach the officers after being told, not to. She was subsequently arrested as well. The officer who was kned in the face was not physically injured.

- Officers responded to an Aggravated Assault - Dunwoody Crossing – Officers responded to an assault report. The victim reported being attacked by 2 former classmates (brothers) while walking on Cotillion Drive near Madison Condominiums. The suspects fled in an older silver/gray sedan. The assault may be related to a previous altercation at Lemonade Days in April 2024. Victim sustained bruising, a forehead laceration, and a suspicious cut on his left wrist possibly from a knife, though the victim couldn't confirm if a weapon was used. The suspects had previously threatened to stab the victim.
- Officers responded to a Shoplifting – Ashford Dunwoody Road/Von Maur: Loss prevention reported that a female had selected various women's undergarments and went into the dressing room with the items. The female came out of the dressing rooms with only one item. The dressing room was checked, and no items were left inside the rooms. When Loss Prevention stopped the female, she fled on foot and was located near Tin Lizzy. She then crawled under a work van where she was taken into custody. She also had a warrant for shoplifting out of Clayton County.
- Officers responded to a False Report/Stolen Vehicle - Perimeter Center W./Perimeter Center Place: The victim came in to report his vehicle stolen on 10/13/24. He stated that he picked up food at Hobnob Tavern and was driving when he received an alert about his tire and got out to check it. He stated that a male ran up, got into his vehicle, pulled out a gun and then drove away in the vehicle. It was discovered that there was also a hit and run where that same vehicle was abandoned at Ashford Dunwoody Road and Perimeter Center W. in the center median. Officers went to Taco Mac after learning that the victim is a regular customer, and video shows the victim sitting at the bar drinking all day. It was determined that the victim's statement was false, and a warrant was obtained for filing a false report.

Data:

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

FINANCE

Highlights:

- The first public hearing regarding the FY2025 Operating & Capital Budget was held on Tuesday, October 15th at 6:00pm. Additionally, the second public hearing and adoption of the 2025 Operating & Capital Budget was held on Monday, October 28th at 6:00pm.
- The Q3 Report for ARPA spending was submitted to the US Department of Treasury by the deadline of Thursday, October 31st.
- The Monthly Financial Report for September 2024 was published on the Finance page on the City's website.
- The Dunwoody ARP and CARES Act webpages have been updated with all activity through September 30, 2024.

Upcoming Events:

- The final Audit Committee meeting for FY2024 will be held on Tuesday, November 12th at 3:30pm at City Hall.
- Three members of the Finance staff will be attending the virtual 2024 Governmental Accounting & Reporting Seminar (otherwise known as the State Auditor Training Program) on November 6th & 7th.

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.
- The Risk Manager is working with Information Technology and other department Directors to build and implement a Business Continuity Plan.
- Finance is working with departments to acquire items that were approved as part of the \$20,000 Safety Grant from GMA (Georgia Municipal Association).
- Posted Request for Qualifications (RFQ) 24-07 Women's History Month Murals.
- Notice to Proceed issued to KCI Technologies, Inc. for RFQ 24-02 Engineering Design Services GDOT PI 0019785, Dekalb County Chamblee Dunwoody Road from Womack Road to Roberts Drive LCI Dunwoody Village Crossroads.
- Notice to Proceed issued to SureLock Technology for RFP 24-01 Backup and Recovery Services Solution Provider.
- Notice to Proceed issued to Steele and Associates, Inc. for ITB 24-03 Dunwoody Nature Center Stream and Wetland Improvements Project.
- Tree Planting Services Agreement executed between Trees Atlanta, Inc., and the City of Dunwoody.

MUNICIPAL COURT

Workload/Activities:

- Disposed of more than 478 cases and reset 26 cases.

CITY CLERK

Data:

- The City Clerk's Office processed 565 open records requests in the month of October.
- The City Clerk's Office processed 6 contracts during the month of October.
- The City Clerk's Office prepared all agendas, summaries, minutes, and associated procedures that were held during the month of October:
 - ✓ One Alcohol License Review Board
 - ✓ One Art Commission
 - ✓ Two City Council
- The staff reviewed and approved the financial transactions and expenditures for the City Council and City Clerk's office for the month of October.

HUMAN RESOURCES

Highlights:

- The city filled the following positions: two Police Officers and one Technology Support Specialist.
- Human Resources and the City's benefits brokers hosted Benefits Meetings with City employees prior to Open Enrollment.
- Human Resources worked with the City's Human Resources Information Systems (HRIS) vendor to prepare for Open Enrollment.
- Human Resources and the Wellness Committee sponsored angioscreens, a healthy cookout, and Let's Do Lunch.

Upcoming Events:

- Open Enrollment will take place in early November.
- 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.