



**City Manager
Monthly Report
Report Ending August 9, 2024**

PARKS

Highlights:

- Color scheme selected for Waterford Park playground by neighborhood residents. Notice to Proceed awarded to Bliss Products for playground completion by end of 2024.
- Holiday Lights proposal received for 2024 display. Theme to be announced in September with release of next L.E.A.F. Parks & Rec Guide.

Upcoming Events:

- August 10: Groovin' on the Green with DieDra Hurdle-Ruff and G Clef & The Playlist
- August 26: "National Dog Day" Pop-Up at Brook Run Dog Park
- September 14: Groovin' on the Green with The New Quintet and Sassfolk
- 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

Accolades and Happenings:

- Next Storywalk® on display mid-August. "In the Middle of Fall" will be on view until end of September along the Dunwoody Trailway.
- Staff photos updated with new team members. Individual staff photos and bios will be released throughout August on Dunwoody Parks and Recreation social media pages.

Department Items:

- Two Bridges Park shade structure construction scheduled to begin September 23rd. New interactive art sculpture designed by Huelani Mei Fogelman is scheduled for completion in fall of 2024. It will be in the circular plaza between the playground and parallel parking entrance.
- Ongoing research and demonstrations with rental software companies to upgrade current rental platform. New software would provide more attractive interface for users and streamline processes for parks staff for facility rental and special event permits.

Data:

- Park staff have been responding to extraordinary repairs from a swing in weather changes from irrigation related concerning during dry months to soil erosion during record rainfalls.

- Estimated Pics in the Park attendance of 200.
- Estimated Groovin' on the Green attendance of 900.
- The Dunwoody Community Garden & Orchard Harvest Team has harvested and donated over 1,250 pounds of fresh veggies and herbs to Malachi's Storehouse, year to date.
- Summer Camp Success!
 - Spruill Center for the Arts served 1,100 summer campers, plus awarded 142 scholarships.
 - Stage Door Theatre hosted 336 summer campers, including 94 campers through their new residency at Clarkston Community Center, plus awarded 13 full scholarships. Staff also auditioned over 100 actors for their mainstage production, "The Mousetrap."
 - Rush Union Soccer served over 500 youth and adult players during our summer programs.
 - 220 children attended Dunwoody Preservation Trust's Camp Flashback.

POLICE

Highlights:

- The Real Time Crime Center is in full operation.
- The first Public Safety Ambassador was hired. She will start on August 12, 2024.

Upcoming Events:

- August 6th, Promotional ceremony, Deputy Chief Fladrich, Major Krieg, Lt. Fecht, Sgt. Carley
- August 13th, Citizens Police Academy begins
- August 15th, Real Time Crime Center Ribbon Cutting (limited guests due to space)
- August 15th, National Night Out at Brook Run Park

Accolades and Happenings:

- Brian (JB) Tate was named the Civilian of the 2nd Quarter for his outstanding work on the police department's fleet.
- Officer Jakori Edwards was named Officer of the 2nd Quarter for his outstanding work on patrol.
- Det. Robert Ehlbeck was selected as the canine handler for our upcoming Public Safety Assistance Canine (PSAC) program. Canine selection and start of training to be determine.
- Heavy recruitment continues with a fresh campaign announcing increased starting pay.

Department Items:

Data:

- See Crime Stats Comp. report (2023-2024 through June):
www.dunwoodyga.gov/home/showpublisheddocument/3345/638560399533770000
- Reports are published approximately one week after each month-end.

PUBLIC WORKS

Highlights:

- Completed Vermack Path construction with road opened 12 days ahead of schedule.
- Awarded \$430,000 from GDOT for safety projects
- Completed the Pedestrian Hybrid Beacon at Chestnut Elementary School prior to the start of school.
- Awarded \$600,000 grant from Georgia Environmental Protection Division for the Dunwoody Nature Center boardwalk project.



Upcoming Events:

- August – Resurfacing the Arts Center and Library parking lots
- August- Paving in Perimeter area

Department Items:

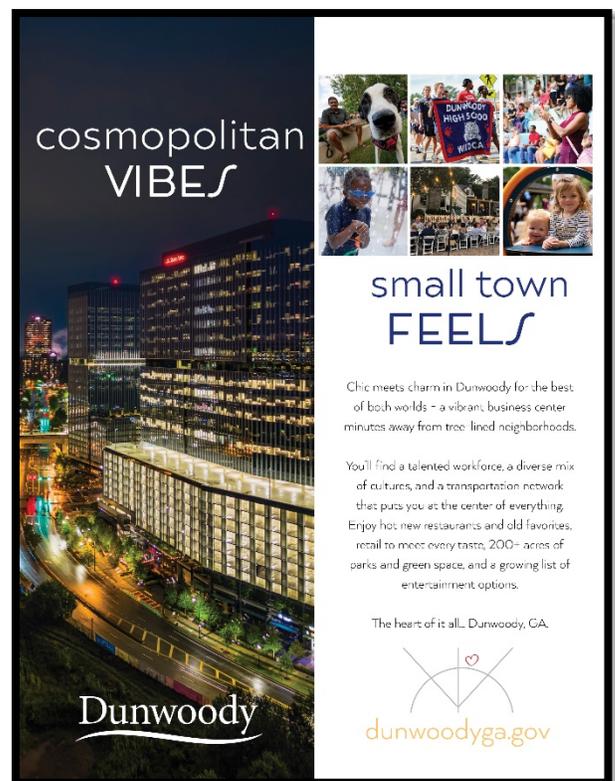
- Georgetown Gateway – Completed all concrete driveways and all pedestrian signals. Items to be completed prior to substantial completion inspection on August 15th include finishing the pavement marking, street signs and remaining ground cover.
- Ashford Dunwoody Path Phase 1- Completed 1 of 6 plazas.
- Perimeter Center West Pedestrian Beacon- Coordinating utility adjustments and installation of power supply.
- Vermack Road Path Phase 2- Coordinating with Georgia Power for streetlight installation.
- Gateway Signs- The Perimeter Center Parkway wall sign is in production and is expected to be installed in September.
- Annual Paving Contract – Completed two additional streets in July bringing total to 13 of 20 streets planned to be paved this year.
- Ashford Dunwoody Path Phase 2- Right-of-way discussions in progress.
- Mount Vernon Road at Tilly Mill Road Intersection Improvement - Received utility relocation plans from all affected utilities. Right-of-way acquisition is ongoing.

- Old Spring House Lane Path- Easements acquired. Received all utility adjustment schedules and issued notice to proceed to Georgia Power to begin relocations.
- Winters Chapel Path Phase 2- Field surveying is underway.
- Brook Run Maintenance Facility- Preparing to issue request for proposals for a construction manager at risk in August. Geotechnical report completed in July.

COMMUNICATIONS

Highlights:

- Pedestrian Hybrid Beacon explainer video and social media
- Designed new image ad for the Dunwoody Chamber Guide
- Designed the 2023 Annual Comprehensive Financial Report for online viewing
- Designed invitation for the Real-Time Crime Center (RTCC) inauguration
- Designed National Night Out & Pizza with Police fliers
- Website work: created new Americans with Disabilities Act (ADA) Transition Plan webpage & complaint form, new Dunwoody Nature Center stormwater webpage, new RTCC page
- Press releases: Dunwoody City Council Members earn Georgia Municipal Association (GMA) recognition, Dunwoody begins Edge City 2.0 seminar series



Upcoming Events:

- Comp Plan rollout
- Real-Time Crime Center unveiling – August 15
- Connect with Council – Rob Price and Joe Secorder – September 12 and September 14
- Planning for the fall Dunwoody Digest

Department Items:

- Graphics – Logan's Law, Fireworks rules, Pics in the Park, Edge City 2.0 Seminar Series, Yes Dunwoody anniversary, Popsicles in the Park, GMA

recognition, Connect with Council, calendar ads for Rough Draft and Dunwoody Crier

- Video – Velvet Taco ribbon cutting, Adapture ribbon cutting, High Street fountain, Teen Police Academy graduation, July 4th parade
- “Inside Dunwoody” by City Manager Eric Linton focused on ribbon cuttings and corporate relocations
- Created and shared 4 issues of D-news and a Dunwoody Ambassadors newsletter

July 2024 Data:

- [July 2024 Stories link](#)
- Issued 2 press releases; Received 12 media inquiries; Created 7 graphics; Produced 11 videos for social media: 60K total views (July 4th and Pedestrian Hybrid Beacon were the most watched); 2 Council meetings – 1.9K total views on Facebook
- Top posts: (Facebook) Dawn White GOAT award; (Twitter) July 4th parade band; (Instagram) July 4th parade dinosaurs; (LinkedIn) Welcome Adapture video

COMMUNITY DEVELOPMENT

Highlights:

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

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 from 5:00 – 8:00 p.m.

Accolades and Happenings:

- The permits for the new Georgetown storage facility have been issued. 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 Launch event for Dunwoody's new partnership between the Georgia Access Foundation and Perimeter Chamber to provide Workshops, Networking, and Mentoring directly to Dunwoody small businesses and entrepreneurs.

Upcoming Events:

- August 6th, Dunwoody Art Commission Meeting
- August 17th, Access Foundation 2024 Demo Day
- August 22nd, Edge City 2.0 Community Forum
- September 3rd, Dunwoody Art Commission Meeting
- September 19th, Dunwoody Development Authority Meeting
- October 1st, Dunwoody Art Commission Meeting
- October 23rd, Access Foundation Entrepreneur Workshops

Department Items:

- Held Ribbon Cuttings for Velvet Taco and Adapture IT.
- Attended business and community meetings: Hosted the Dunwoody Marketing Alliance Meeting, Create Dunwoody Board Meeting, Perimeter Chamber Coffee Connection, TiE Atlanta Monthly Meeting, and Perimeter Chamber Luncheon.

Data:

- Conducted 5 Retention Meetings.
- Conducted 59 Business Touch Points.
- Conducted 19 Business Recruitment Meetings.

FINANCE

Highlights:

- The 2023 Annual Comprehensive Financial Report (ACFR) was submitted to the Government Finance Officers Association (GFOA) for review and consideration for the Certificate of Achievement for Excellence in Financial Reporting award.
- The Second Quarter 2024 report of American Rescue Plan (ARP) spending was submitted to the US Treasury by the July 31st deadline.
- The Monthly Financial Report for June 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 June 30, 2024.
- The third and final 2024 Millage Rate public hearing was held on Monday, July 8th at 6:00 p.m.

Upcoming Events:

- The next Audit Committee Meeting is scheduled for Monday, August 12th at 3:30 p.m. at City Hall.

Accolades and Happenings:

- The 12 vehicles and 1 trailer approved by City Council for surplus has been sold via on-line auction.

Department Items:

- Finance staff continues working with Community Development and Information Technology on the implementation of CentralSquare, which is an update to the department's permitting software.
- Finance and Purchasing staff continue to work with the Internal Auditor Nichols, Cauley and Associates, LLC on a review of the Purchasing/Vendor Management process.
- Risk Manager and Finance staff assisted GIRMA with the assessment of City owned facilities that occurs every three years.
- Received 27 responses to Request for Qualifications (RFQ) 24-03 Chamblee Dunwoody Road Georgetown Gateway Public Art Sculpture solicitation.
- Notice to Proceed issued to Bliss Products and Services, Inc. for Request for Proposals (RFP) 24-03 Purchase, and Installation of Playground Equipment at Waterford Park.

INFORMATION TECHNOLOGY

Highlights:

- Conference Room Technology Upgrades – Project starting

- Back Up and Recovery Provider – Vendor selected, presenting to Council
- Network Refresh – Assessment phase beginning
- Data Classification - Discovery phase
- VMWare migration – Almost completed

Major Projects:

- Sharepoint Migration – The scheduled completion date is before December 2024.
- Additional Security Assessment and updates – Completed
- Criminal Investigation Division (CID) Applications – Partially completed.
- Cyber Security American Rescue Plan Act (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 has started and scheduled completion, Q3 2024.
- Employee cell phone upgrades – Project started

Department Items:

- Park Internet – On hold for Networking Refresh
- Government Management Information Services (GMIS) Accreditation – Paused for GMIS updates
- Comcast upgrade to fiber – On hold for Network Refresh
- SIEM/SOC project – The next stage is on hold for Network Refresh.
- What Works Cities Certification Assessment – Currently on hold due to workload.

Data:

- 196 helpdesk tickets opened in this period.
- Closed 193 helpdesk tickets.
- Hosted 16 zoom meetings this period.
- Currently, 156 users are being managed.
- There are 696 devices (256 - computers, 85 - network devices, 141 – mobile devices, and 214 desk phones) being managed.

CLERK

Data:

- The City Clerk's Office processed 592 open records requests in the month of July.
- The City Clerk's Office processed 17 contracts during the month of July.
- The City Clerk's Office prepared all agendas, summaries, minutes, and associated procedures that were held during the month of July:

- ✓ Two City Council
- ✓ One Development Authority
- Reviewed and approved the financial transactions and expenditures for the City Council and City Clerk's office for July.

MUNICIPAL COURT

Workload/Activities:

- Disposed of over 451 cases and reset 31 cases.
- Amnesty program ended July 31st.
- Amnesty court hearing is August 8th. The final number will be provided in August.
- 31 warrants withdrawn and cases scheduled for hearings.
- This month, over \$5,000 has been collected in failure to appear.

HUMAN RESOURCES

Highlights:

- The city filled the following positions: one Deputy Municipal Court Clerk, one Public Safety Ambassador, and one Police Officer.
- Human Resources is working with the City's benefits broker regarding benefits renewals in preparation for Open Enrollment.
- Human Resources is reviewing the Employee Handbook and drafting a comprehensive Employee Handbook revision.
- Human Resources and the Wellness Committee sponsored a smoothie truck social event, a seminar on healthcare consumerism, and Feel Good Friday.

Upcoming Events:

- In August, the Wellness Committee will sponsor biometric screenings, a seminar on physical well-being and preventive care, and Let's Do Lunch (formerly Feel Good Friday).
- Wellness events planned for September include a sleep health presentation, a flu vaccine clinic, and Let's Do Lunch.
- Annual training for all employees on the City's Equal Employee Opportunity (EEO) and No Harassment Policy is scheduled for September.