



City of Fayetteville

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CITY MANAGER
Ray Gibson

CITY CLERK
Anne Barksdale

November 17, 2015

TO: Honorable Mayor and City Council

FROM: Ray Gibson, AICP, City Manager

SUBJECT: CITY MANAGER'S WEEKLY REPORT: November 9th through November 15th

CITY ADMINISTRATION

- Met with a City resident regarding traffic concerns at the intersection of State Route 85 and Jeff Davis Road. Discussed the possibility of putting some covers on the northbound traffic lights on State Route 85.
- Held a meeting with Roch deGolian of Raven Homes regarding access issues within the Villages Subdivision in preparation for the November 16th HOA Meeting.
- Held a phone discussion with City Solicitor Ross Burris regarding the proposed Social Host Ordinance. The Ordinance will be brought before the City Council at the December 3rd and December 17th.
- Held a preparation meeting for the Public Services Committee Meeting to be held on Tuesday, November 10th. In attendance were Chris Hindman, Public Services Director, and Jason Walls, ISE Engineer.
- Attended a Public Services Committee Meeting on Tuesday, December 10th at 5:00 PM to discuss a large debris pile located on a portion of the Ridge Nature Area.
- City Clerk, Anne Barksdale Facilitated a Safety & Wellness Committee Meeting on Thursday, November 12th.
- Attended the Fayette Chamber of Commerce Annual Board Retreat on Thursday, November 12th with all the 2016 Board appointees.
- Attended the Civitan meeting on the evening of Thursday, November 12th.
- Met with ISE Engineer Jason Walls to go through the Environmental Assessment that was prepared in 2010 for the Waste Industries solid waste transfer station.
- Prepared a report regarding the large debris pile at the Ridge Nature Area and forwarded the report to the local newspapers.
- Assisted throughout the week at Patriot Park in preparation for the Veterans Memorial Rededication ceremony that took place the morning of Saturday, November 15th.
- Attended the NAACP Annual Freedom Fund Banquet on the evening of Saturday, November 15th.
- Anne Barksdale created the City Council Agenda Packet for the November 17th Regularly Scheduled Council Meeting.

- Anne Barksdale continued working on the GovDeals auction for vehicles for the Public Services Department along with the organization of appointments for the various boards and committees for 2016.

FINANCE & ADMINISTRATIVE SERVICES

Finance

- Continued with Audit preparation.
- Working on Final FY2015 Amendments in coordination with the Audit.
- Finalizing the Budget Book to be submitted at the end of November.

Accounts Payable

- Keyed payment data for 84 invoices and processed payments to 64 vendors.
- Prepared 64 current week checks for pick up/ mailing.
- Reviewed current incoming invoices and receivables.

Occupational Tax

- Received five (5) new business applications.
- Issued four (4) new business licenses.
- Collected \$7,225 for 2015 new and delinquent licenses.
- Collected \$0 from the Hotel/Motel Tax.
- Collected \$21,580.50 from the Alcohol Beverage Sales.
- Collected \$2,643.96 from the Beer, Wine & Liquor Tax.
- Entered payments into the A/S 400 System.
- Submitted the financial post, edit and balance reports.

Payroll

- QBA Gross Earnings Report for Pay Date: N/A
 - Check Count:
 - Regular Weekly Payroll:
- Total Payroll:\$0

Utility Billing

- Assessed late fees to delinquent accounts.
- Received \$24,021.08 in Sanitation and Stormwater revenues.
- Established Water and Sewer service for nineteen (19) new customers.
- Billed out for 1956 customers.
- Issued 0 Purchase Orders.
- Received \$60,116.23 in Water and Sewer revenues.
- Pilot Program – Delinquent Accounts Callout:
 - Cut off report generated 46 delinquent accounts
 - Out of the 46, 30 accounts called and 16 received tag through mail due to bad or no phone numbers
 - Account Clerks received about 6 calls on that from those customers

Human Resources

- Barbara Dudley attended the Georgia Local Government Personnel Association (GLGPA) Conference for training from November 10th through 13th.
- Employment Opportunities
 - Fire Fighter (All Levels) Open until filled
- Resumes from Week November 9th through 13th
 - Fire Fighter: 7

Information Technology

- GIS Projects
 - Reviewing and adding asset data (from the county) to the Fayette Visioning Asset map.
- Technology Projects
 - AP Documents Scanning
 - Scanning past and current AP documents into Laserfiche
 - Continue taking care of numerous requests to update the exchange email on phones, tablets, and PC's as a result of the change.
 - There were numerous requests for service from fire, finance, water, and Main Street including, but not limited to, VMware password resets and lockouts.
 - Continued to upgrade computers at all the fire stations.
 - Reviewing and testing data conversion for End of the Year 1095B Form if needed.
 - Started a phone audit review.
 - Tested and documented the Mobile Device Manager.
 - Started installing and testing Wifi for station 93.
- Police Technology Projects
 - Rebuilt ICOPS video server after hardware crash.
 - Archived 3 months of ICOPS videos (vehicle camera video)
 - Setup new cloud server for new body cameras.
- Open Records Request
 - DVD Request of Traffic Stops and Investigations – 9
- Web Site Visits for the Week
 - Total Pages Viewed: **9,402**
 - Total Unique Pages: Viewed **6,673** (Excludes Repeated Pages viewed)
- Average Time Spent on Each Page: 55 Seconds
- Top 10 City Web Pages

1.	Official Website Main Page	1,746	18.57%
2.	Jobs	625	6.65%
3.	Government	346	3.68%
4.	Search Results	269	2.86%
5.	Municipal Court	246	2.62%
6.	City Departments	235	2.50%
7.	Police Department	230	2.45%
8.	Residents	225	2.39%
9.	I Want To	215	2.29%
10.	Events	208	2.21%

COMMUNITY & ECONOMIC DEVELOPMENT

Economic Development

- Reviewed the economic development survey to be available the week of November 16th.

Planning & Zoning

- Discussions with GDOT and consultant on right of way acquisition procedures for the TE grant (hospital intersection improvements).
- Generated staff recommendations for the November 17th Planning and Zoning Commission meeting (seven agenda items).
- Reviewed multiple site plans.
- Attended a meeting regarding the illegal dumping on City property behind First Manassas Mile.
- Reviewed multiple sign application for compliance with the City Code.
- Handled multiple customer/public inquiries for zoning uses.

Main Street

- Hosted a site visit from Jessica Reynolds, Main Street Director for the State of Georgia. It was her first visit to Fayetteville and was very impressed with our redevelopment efforts.
- Continued coordination with Atlanta Gas Light regarding repairs and relocation of the gas meter for Train Depot.
- Preparation for the Christmas Parade and Tree Lighting event, in addition to the Main Street Volunteer/Sponsor party in December.
- Continued negotiations with artists for the 2016 summer concert series.

DDA

- Nothing new to report

Building

- Number of Building Inspections Performed: **30**
- Number of Permits Issued: **11**
 - **3:** Building
 - **3** Residential Repair/Remodel
 - **4:** Electrical
 - **1:** Low Voltage
 - **1:** Foundation Only
 - **1:** Plumbing
 - **1:** Mechanical
- Plans Received: **1**
 - **1:** Commercial Remodel
- Training / Certification Updates: 0

PUBLIC SERVICES (Sanitation, Stormwater, Water, Waste Water/Sewer, Public Works)

Public Works

- Cleaned City Hall and the Police Department.
- Mulched beds on Highway 54 East.
- Picked up trash on New Hope Road, White Road, and the Highway 85 North Median.
- Cut and maintained Patriot Park in preparation for the Veterans Memorial Rededication Ceremony.
- Cut and maintained the Redwine Cart Path.
- Picked up trash cans throughout the Downtown Area.
- Continue changing out light bulbs for the Christmas lights in preparation of them being hung.
- Assisted with the Veterans Memorial Rededication Ceremony.

Sewage Department

- Average daily flow treated is 2.929 million gallons per day.
- Performed weekly maintenance at 25 lift stations sites.
- Ran the sewer jet machine for 1 sewer backup.
- Continued cleaning the fence line of brush at the water plant, wastewater plant, and two lift station sites.

Water Department

- Average daily flow of 1.324 of system demand.
- Repaired 8 water leaks in the system.
- Installed 2 new meters.
- Performed hydrant flushing on Monmouth and Hillsdale Drive.

Utility Locates

- Located the water and sewer for 41 locate tickets

POLICE DEPARTMENT

Among the numerous calls for service the **Patrol Division** handles; these are some of the highlights:

- **Stolen Trailers:** Lowes. Two trailers stolen overnight from Lowes. Three vehicles involved and video footage available. CID notified.
- **Stolen Vehicle:** Avis Rental Car. 2015 Chevrolet Malibu reported stolen after not being returned after the rental period. GCIC entry made.
- **Abuse Reported:** Spring Hill Elementary. A parent filed a report at the PD about a teacher striking his daughter at the school. The incident had already been reported to the school and BOE.
- **Counterfeit Money:** Kohl's, a report was taken in reference to a subject passing counterfeit \$100.00 bills. A vehicle description and video was taken. CID notified.
- **Stolen property:** 160 Robinson Drive. A report of shelving units stolen at night. The incident occurred in August 2015. The owner just noticed that they were missing. Video surveillance did capture the theft.

- **Assist Agency:** Spalding County SO and FCSO. Vehicle pursuit with a stolen vehicle out of Spalding County. FVPD assisted by deploying stop sticks on Ga. Hwy 92 South. Vehicle lost control and crashed on Jimmie Mayfield at the Justice Center. Deputies took both occupants into custody without incident.
- **Assist Agency:** PD units assisted the Hogansville PD with death notification at 145 B Meadowbrook Court. Notification given to family at this address.
- **Improperly Parked Vehicle:** Autumn Glenn Circle. Vehicle was impounded due to it being a traffic Hazard.
- **Medical call / Person Deceased:** Hope Memory Care. Attended death in medical facility.
- Numerous arrests for shoplifting at Wal-Mart (2) and JC Penny's (1) during the week.
- Numerous traffic accidents. One injury reported.
- Numerous traffic related arrests for DUI (4), driving on suspended license (1), and possession of Narcotics (1) and wanted persons located (1).

Community Events

- Attended Veterans Memorial Rededication Ceremony at Patriot Park on Saturday, November 17th.
- Attended the Belle Meade Subdivision Fall Festival on Saturday, November 17th

Training Division

- Firearms and use of force training for Patrol during the week.
- Officers at the Academy completed EVOC training.
- Seven Officers were registered for classes at various academies this week.
- Spoke to Fayette Senior Services about training for 2016. (Elderly abuse and Domestic abuse).

Criminal Investigation

- Detectives are following up on similarities in recent burglaries in the area.
- The Fayetteville Police Department participated in the Fayette County Schools "Career Fair" to allow all 8th grade students opportunities for career exploration. This was the 12th year of the "Career Fair" and this year's event took place at the Lafayette Educational Center located at 205 Lafayette Avenue in Fayetteville. There were four sessions of students attending for an approximate total of 1,480 students and teachers. During this event students circulate from table to table, completing career questionnaires. Students were required to complete a minimum of two questionnaires. Participating schools included Rising Star Middle School, Whitewater Middle School, Bennett's Mill Middle School, and J.C. Booth Middle School.
- Weekly Stats:
 - Investigations assigned **12** cases this week.
 - Investigations cleared **16** cases this week.
 - **0** Call outs for investigators this week.

Warrants

- Warrant unit assisted with a community relations event in the Belle Meade Subdivision, speaking with children and adults and assisted with a chili cook-off.
- Weekly Stats:
 - Bailiff Hours: **8** Code 5: **1**
 - Supplemental: **14** Arrest: **5**
 - Warrant Attempts: **18** Warrants Served: **5**
 - Person Contacts: **31** Warrants Re-Called: **2**
 - Warrant Entry: **10** Fines/Forfeiture: **\$ 2,363.00**
 - Court Transports: **6**

School Resource Officers

- Bennett's Mill Middle School
- Nothing to Report.
- Fayette County High School
 - On Wednesday, November 11, 2015 and Thursday, November 12, 2015, SRO Bob Stavenger assisted a science class with a texting while driving study.
- Fayette County Alternative School
 - Nothing to Report.

Office of Professional Standards

- OPS continue to work with records and GCIC to update policy and procedures to remain compliant with GCIC rules and regulations.
- The front office answered 153 phone calls, processed 10 alcohol permits/ IDs, transferred 42 calls for reports, handled 81 citizen walk-ins, processed 3 impound releases and 3 background checks .

FIRE DEPARTMENT

Operations

- Incidents: Units responded to 54 emergency calls for service during the week.
- Significant Incidents: On Tuesday, November 10th, units responded to Stonewall Avenue across from Fayetteville First Baptist Church to investigate the report of a motor vehicle accident with entrapment. Upon arrival, personnel found a single vehicle that had left the roadway and struck a tree. A single occupant was entrapped in the vehicle. Personnel operated heavy extrication tools to remove the door and provide access to the driver. Fayette County personnel assisted with removal of the patient and transported to a trauma center. Personnel stood by until the vehicle was removed.
- Volunteer: The November 9th volunteer meeting was held at Station 91.

Projects

- On Thursday, November 12, Fire Chief Alan Jones and Deputy Chief Linda Partridge attended the Firehouse Subs Public Safety Foundation event held at the Cobb County Public Safety Village in Marietta. The event celebrated the \$267,000 donation from

the Foundation to public safety departments in the Greater Atlanta area to purchase needed equipment. In addition to Fayetteville Fire, grant recipients include the Athens YMCA, Brookhaven Police, Cobb County Safety Village Foundation, Cobb County Fire, Carroll County Fire, Cartersville Fire, Cristo Rey Atlanta Jesuit High School, Covington Fire, Douglas County Fire, the Drake House, Fulton County Sheriff, Griffin Fire, Life is Sweet AEDs, Inc., Mountain Park Volunteer Fire, Rockdale County Fire, Smyrna Police, and Winder Fire