



City of Fayetteville

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MAYOR
Gregory C. Clifton

COUNCIL
Edward Johnson
Mayor Pro Tem
Mickey Edwards
Paul C. Oddo, Jr.,
Scott Stacy
James B. Williams

CITY MANAGER
Ray Gibson

CITY CLERK
Anne Barksdale

December 16, 2015

TO: Honorable Mayor and City Council

FROM: Ray Gibson, AICP, City Manager

SUBJECT: CITY MANAGER'S WEEKLY REPORT: December 7th through December 13th

CITY ADMINISTRATION

- Held a meeting with a group of City residents to discuss issues regarding some of the ongoing City projects.
- Attended a second meeting with Carl Martin at 235 Stonewall Avenue to discuss some issues regarding fire rated walls for his redevelopment project. The project is proposing to have a residential apartment on the top floor and a commercial unit on the main floor. Also in attendance were Mayor Pro Tem Ed Johnson, Assistant City Manager Alan Jones, Building Official Greg Taliercio, and Community Development Director Brian Wismer.
- Prepared and finalized the Power Point presentation for the new Council Member orientation to be held on Thursday, December 10th.
- Prepared a presentation for the AVPRIDE Youth Leadership meeting held on Saturday, December 12th.
- Held a meeting with some staff from Meritage Home regarding the Oakleigh Manor Subdivision to be developed at the intersection of Redwine Road and Ramah Road.
- Attended the City's Christmas Luncheon on Wednesday, December 9th at First Baptist Church.
- Attended a meeting to review the RFPs submitted for the Health Insurance Brokerage Services. Also in attendance were HR Manager Barbara Dudley, Finance & Administrative Services Director Mike Bush and Assistant Director Carleetha Talmadge, and Assistant City Manager Alan Jones.
- Held the new Council Member orientation meeting on Thursday, December 10th from 8:30 AM to 3:00 PM.
- Attended a dress rehearsal for the Fayette Visioning Initiative annual meeting at Dolce in Peachtree City on December 10th.
- Attended the Fayette Visioning Initiative annual meeting on Friday, December 11th at 7:30 AM at Dolce in Peachtree City.

- Made a presentation on local government civic engagement for youth with Council Member Scott Stacy at the AVPRIDE Youth Leadership workshop at Grace Evangelical Church on Saturday, December 12th from 9:00 AM to 12:00 PM.

FINANCE & ADMINISTRATIVE SERVICES

Finance

- Financial Software Site Visit to the City of Newnan and Peachtree City.
- All staff attended the Christmas Employee Luncheon & Recognition.
- Completed the documentation for Financial Software Award to be presented at the December 17th City Council Meeting.
- Attended and participated in the new Council Orientation meeting.

Accounts Payable

- Keyed payment data for 97 invoices and processed payments to 53 vendors.
- Prepared 55 current week checks for pick up/ mailing.
- Reviewed current incoming invoices and receivables.

Occupational Tax

- Received (0) new business applications.
- Issued (0) new business licenses for the week.
- Collected \$0 for 2015 new and delinquent licenses.
- Collected \$298.14 from the Hotel/Motel Tax.
- Collected \$6,227.43 from the Alcohol Beverage Sales.
- Collected \$1,413.27 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: 12/09/15
 - Check Count: 134
 - Regular Weekly Payroll: 2nd week
- Total Payroll: \$21,471.41

Utility Billing

- Assessed late fees to delinquent accounts.
- Received \$28,380.90 in Sanitation and Stormwater revenues.
- Established new Water and Sewer service for nineteen (19) new customers.
- Billed out for 0 customers.
- Issued 0 Purchase Orders.
- Received \$80,330.48 in Water and Sewer revenues.
- Pilot Program – Delinquent Accounts Callout
 - Cut off report generated for cycle 5 on 12/10/15 - 73 delinquent accounts.
 - Out of the 73, 49 accounts called and 23 received a tag through the mail due to bad or no phone numbers.
 - Account Clerks received no calls from those customers.
 - 12 are showing on the cutoff as of 12/08/2015.

Human Resources

- Personnel Issues
 - Review of temporary personnel.
 - Disciplinary Committee Meeting.
- Employment Opportunities
 - Fire Fighter: All Levels – Open until filled
- Resumes for week December 7 - 11
 - Fire Fighter: 0
- City Holiday Party
- RFP IB-017 Broker Service review of submitted bids
- Held a meeting with the new drug screening provider which is Peachtree Immediate Care.
- Held a meeting with Aflac.

Court

- # of citations received: 114
- # of warrants issued (FTA & VOP): 4
- # of citations (FTA) sent to DDS: 9
- # of scheduled arraignment cases: 70
- # of scheduled trial cases: 27
- Total amount collected for the week: \$15,822

Information Technology

- GIS Projects
 - Continued reviewing and adding asset data (from the county) to the Fayette Visioning Asset map.
 - Completed recording the GIS points at the Ridge Property for map layer.
- Technology Projects
 - Fire headquarters security camera project.
 - Reviewed the specs of the new financial software.
- Police Technology Projects
 - Setup new body cameras for B Team.
- Open Records Request
 - DVD Request of Traffic Stops and Investigations – 8
- Web Site Visits for the Week
 - Total Pages Viewed: **8,143**
 - Total Unique Pages: Viewed **6,060** (Excludes Repeated Pages viewed)
- Average Time Spent on Each Page: 53 seconds
- Top 10 City Web Pages

1.	Official Website Main Page	1,525	18.36%
2.	Events List	517	7.76%
3.	Jobs	275	4.63%
4.	Government	258	3.91%
5.	Events Information	236	3.26%
6.	Residents	216	2.54%
7.	Search Results	213	2.48%
8.	On-Line Payments	203	2.27%

9.	I Want To:	196	2.02%
10.	City Departments	193	1.94%

COMMUNITY & ECONOMIC DEVELOPMENT

Economic Development

- Attended Georgia Cities Foundation seminar on Community Initiated Development, which focuses on downtown revitalization of residential and commercial uses.
- Presented at the new council orientation session for Economic Development, Planning & Zoning, Main Street, DDA, and Building.

Planning & Zoning

- GDOT project update meeting: Hospital Area bridge/trail project. In attendance were members of the hospital's executive board and property owner adjacent to Dogwood where the bridge's ramp will be located. The project is still slated to begin construction in 2018.
- Met with developers regarding a medical office/multi-family development project in the City's west side.
- Met with Foley Design Group to review comments/notes from Town Hall Meeting and make modifications to the draft of the Downtown Master Plan. Changes to be presented to public in early January.
- Reviewed multiple sign applications for compliance with the City Code.
- Handled multiple customer/public inquiries for zoning uses.

Main Street

- Continued coordination with Atlanta Gas Light regarding repairs and relocation of the gas meter for the Train Depot.
- Held the Main Street Volunteer/Sponsor party on Thursday, December 10th.
- Met with the potential new Presenting sponsor for 2016 concert series.
- Had discussions with the meeting facilitator on a format for the Strategic Planning meeting in February of 2016.
- Continued negotiations/contracts with artists for the 2016 summer concerts.

DDA

- The downtown mural is 99% completed. Restoration of the existing mural is in progress.

Building

- Number of Building Inspections Performed: **43**
- Number of Permits Issued: **13**
 - **2:** Building
 - **2** - Residential Repair/Remodel
 - **1:** Foundation Only
 - **1:** Utility Restoration
 - **3:** Electrical
 - **1:** Plumbing
 - **5:** Mechanical

- Plans Received: 0
- Training / Certification Updates: 0

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

Public Works

- Cut and maintained the following areas:
 - City Cemetery
 - Highway 85 South
 - Beauregard Boulevard and the roundabout
 - Williamsburg Way
 - Fountain area at the Villages
- Cleaned City Hall and the Police Department
- Poured a concrete pad for the Church Street merry-go-round
- Trimmed hedges at beds on Jimmy Mayfield

Sewage Department

- Average daily flow treated is 2.223 million gallons per day.
- Performed weekly maintenance at 25 lift stations sites.
- Investigated sewer backup at 634 Hood Avenue.

Stormwater

- Vacuum performed for leaves to decrease blockages in catch basins on Church Street, Georgia Avenue, and North Jeff Davis Drive.

Water Department

- Average daily flow of 1.190 of system demand.
- Repaired 7 water leaks in the system.
- Installed 1 new water meter.
- Raised 2 water main valve boxes.

Utility Locates

- Located the water and sewer for 27 locate tickets.

POLICE DEPARTMENT

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

- **Run-a -way Juvenile:** A 15 year old male was at Piedmont Hospital with signed 10-13 paperwork when he ran from the ambulance bay. A perimeter was set and the juvenile was located naked in the woods behind the hospital. He was returned to the hospital without incident.
- **Wanted person:** Toys R Us. Private property accident resulted in the driver being arrested for an outstanding warrant.

- **Theft:** Target. A subject stole a wallet that was left behind by the victim while she was shopping.
- **Domestic:** Johnson Avenue. Complainant wanted to document that her husband backed her car up while she was attempting to put her child in the car during an argument. No injuries were reported.
- **Burglary:** Woodgate Drive. Owner of the residence returned to find an unknown car in the driveway. Upon approaching the front door she saw a male subject roll off the couch and run toward the rear of the residence. Officers arrived and cleared the residence. They located the owner's granddaughter and the male subject who fled the residence was her boyfriend. Officers could not encourage the male subject to return to the scene. His vehicle was impounded from the driveway. Marijuana and an air soft pistol were located inside the vehicle.
- **Domestic:** Jefferson Avenue. Complainant called and advised that she told her husband that she and her kids were going to out of state to visit her family for Christmas. She stated that when she returned her husband had destroyed the house and damaged several items. A report was generated for further investigation.
- Numerous arrests for shoplifting at Wal-Mart (5), Belk (1) and Publix (1).
- Numerous traffic accidents. No injuries reported.
- Numerous traffic related arrests for DUI (8), driving on suspended license (5), and possession of Narcotics (2), and wanted persons located (1).

Training Division

- Three Officers attended training courses at GPSTC.
- Met with Georgia Association of the Chiefs of Police regarding the department assessment.
- Officer's Hernandez and Forrester graduated the Police Academy. Officer Hernandez graduated with honors and was awarded the Leadership Award and the Academic Excellence Award.

Criminal Investigations

- Detectives continue to follow up on leads concerning a larceny in the north end of the city and the juvenile detective was in court most of the week.
- Detectives participated in the Christmas with Police program Thursday evening.
- Weekly Stats:
 - Investigations assigned **7** cases this week.
 - Investigations cleared **16** cases this week.

Warrants

- Warrant officers assisted detectives with a warrant service at the Delta Community Credit Union located on Virginia Avenue in Atlanta.
- Warrant officers assisted with the Christmas with Police program.

- Weekly Stats:
 - Bailiff Hours: **8** Supplemental: **11**
 - Arrest: **5** Warrant Attempts: **3**
 - Warrants Served: **5** Person Contacts: **10**
 - Warrants Re-Called: **1** Warrant Entry: **6**
 - Fines/Forfeiture: **\$ 1,959.00** Court Transports: **2**

School Resource Officer

- The Fayette County High SRO made one drug arrest for possession of marijuana. No items to report for Bennett's Mill Middle School or the Fayette County Alternative School.

Office of Professional Standards

- Members of the Office of Professional Standards conducted the 12th annual Christmas with the Police on Wednesday, December 9th. The program was a huge success.
- Lt. Whitlow attended the year-end state court meeting and passed on relevant information to the department.
- The front office answered 168 phone calls, handled 75 walk-ins, referred 32 accident reports and 17 incident reports, processed 15 alcohol IDs, handled 4 impound releases, conducted 4 background checks and ran 12 tags and 12 VINs.

Police Department Projects

- We have completed the beta test of the body worn camera system and will implement full system usage within the next week as new policy is completed.
- Police department personnel attended the City Christmas Luncheon, the Christmas with Police Program, and continue to maintain an increased level of presence in the Fayette Pavilion.
- Staff from the Georgia Association of Chiefs of Police was in town on Wednesday and Thursday. They conducted an evaluation of the police department and will prepare recommendations for future growth and change.

FIRE DEPARTMENT

Operations

- Incidents: Units responded to 58 emergency calls for service during the week.
- Volunteer: The December 7 volunteer meeting was held at Station 91.
- Public Education: On Saturday, December 12th, personnel presented a fire safety class for the Girl Scout Daisy Troop 15065. The class was held at the Fayetteville First United Methodist Church.
- Training: Training officer Steve Woodworth presented the Georgia Fire Academy Practical Fire Ground Hydraulics Course to Captain Keith Harris, Lt. Blaze Brookshaw, Lt. Ricardo Thompson, and Lt. Jeff Gable. This course has been delivered multiple times throughout the department to ensure consistency with our instructors when training new drivers and completing check-offs for apparatus operations.

- Training – Volunteer FF Brian Crowe completed Technical Rescue: Core Qualifications Skills Challenge at the GPSTC.

Projects

- Shift personnel continued work on annual hydrant maintenance and annual hose testing during the week.