



# City of Fayetteville

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[www.fayetteville-ga.gov](http://www.fayetteville-ga.gov)



MAYOR  
Gregory C. Clifton

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

CITY MANAGER  
Ray Gibson

CITY CLERK  
Anne Barksdale

September 1, 2015

**TO:** Honorable Mayor and City Council

**FROM:** Ray Gibson, AICP, City Manager

**SUBJECT:** CITY MANAGER'S WEEKLY REPORT: August 24-30, 2015

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## CITY ADMINISTRATION

- Conducted a site visit at the City cemetery with Public Services staff to assess problem areas within the cemetery.
- Attended the second meeting of the "Uniting for a Cleaner Fayetteville" initiative on Monday, August 24th at 6:00 PM.
- Met with John Whitaker from the Georgia Association of Chiefs of Police to go over the options of the Police Department Assessment.
- Attended a meeting to discuss the design options for the Robert Jordan memorial signage.
- Attended a Public Safety Committee meeting on Thursday, August 27<sup>th</sup> at 5:00 PM to discuss a request by Barodi, LLC to remove the requirement for Fire Sprinklers in the Villages Subdivision. Assistant City Manager Alan Jones also attended to present the request.
- Reviewed software from Facility Dude software that addresses public services.
- Held a phone conference with City Solicitor Ross Burris and Building Inspector Greg Taliercio to discuss issues pertaining to the property owned by 54 Development Incorporated.
- Attended a meeting with Tri-Copy Office Equipment and IT Manager Kelvin Joiner to discuss replacement printers/copiers.
- Attended a meeting at Pinewood Studios to review proposed changes to the Master Plan for Pinewood Forrest.
- Reviewed documentation for the Economic Development Plan/Strategy organizational meeting to be held September 2nd.
- City Clerk Anne Barksdale completed the agenda package for the September 3<sup>rd</sup> Council meeting and placed it on the City's website.
- The City hosted a Georgia Records Association Board meeting on Friday, August 28<sup>th</sup>. City Clerk Anne Barksdale is the Vice President this year for the association.
- Staff completed the qualifying packets for election qualifying which is September 1<sup>st</sup> through 3<sup>rd</sup>, 8:30 am to 4:30 pm each day.
- Continue to coordinate with the Finance & Administration staff regarding the City Court transition.

## **FINANCE & ADMINISTRATIVE SERVICES**

### **Finance**

- Selected three (3) vendors to come in and provide demos concerning the financial software.

### **Accounts Payable**

- Keyed payment data for 137 invoices and processed payments to 88 vendors.
- Prepared 95 current week checks for pick up/ mailing.
- Reviewed current incoming invoices and receivables.

### **Occupational Tax**

- Received nine (9) new business applications.
- Issued six (6) new business licenses.
- Collected \$459.96 for 2015 delinquencies and new licenses.
- Collected \$698.39 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: 08/27/2015
  - Check Count: 172
  - Regular Weekly Payroll: 4
- Total Payroll: \$186,543.82

### **Utility Billing**

- Assessed late fees to delinquent accounts.
- Received \$20,260.50 in sanitation and stormwater revenues.
- Established new Water and Sewer service for twenty-two (22) new customers.
- Issued 1 purchase order.
- Received \$96,626.09 in water and sewer revenues.

### **Human Resources**

- Employee Appeal
  - Work on prepping items related to the appeal of termination for a police officer
  - Scheduling time and day for appeal
- Employee Grievance
  - Review and prepare grievance statements
- Prepare Long Term Disability paperwork for Police Officer

### **Information Technology**

- Web Site Visits for the Week
  - Total Pages Viewed – 10,213
  - Total Unique Pages - Viewed 7,404 (Excludes Repeated Pages viewed)
  - Average Time Spent on Each Page - 1 Minute

- Open Records Request
  - DVD Request of Traffic Stops and Investigations – 10
- Top 10 City Web Pages

1.	Official Website of Fayetteville, GA	2,111	20.67%
2.	Jobs - Official Website of Fayetteville, Georgia (Job Listings)	780	7.64%
3.	- Jobs - Official Website of Fayetteville, Georgia (Information and Applications)	397	3.89%
4.	Events - Official Website of Fayetteville, Georgia	340	3.33%
5.	Police Department - Official Website of Fayetteville, Georgia	326	3.19%
6.	City Departments - Official Website of Fayetteville, Georgia	285	2.79%
7.	Search Results - Official Website of Fayetteville, Georgia	250	2.45%
8.	New On-Line Payments (Invoice Cloud) - Official Website of Fayetteville, Georgia	235	2.30%
9.	I Want To - Official Website of Fayetteville, Georgia	233	2.28%
10.	Municipal Court - Official Website of Fayetteville, Georgia	209	2.05%

## **COMMUNITY & ECONOMIC DEVELOPMENT**

### **Economic Development**

- Reviewing initial documents supplied by consultant for City’s new Economic Development Plan/Strategy.
- Attended a meeting with Foley Architects to schedule and prepare for the Downtown Master Plan.
- Met with local artists to discuss options for the design of memorial signage for Robert Jordan.
- Guest Speaker at the Civitan Club dinner meeting.

### **Planning & Zoning**

- Attended monthly P&Z meeting on Tuesday, August 24<sup>th</sup> and the following items were heard:
  - Approved plans for Oz Pizza;
  - Approved a Special Exception for Bishop-Thiem located on Manassas Road; and,
  - Heard application for west-side rezoning to allow for Holiday Inn Express adjacent to Piedmont Fayette Hospital.
- Reviewed the final landscape plan submittal for Georgia Military College.

- Discussions with the City Attorney on issues including HOA responsibilities, subdivision of parcels, and Group Homes.
- Met with Pinewood developers to discuss impact fees and new master plan for Pinewood Forrest.
- Met with developers for potential projects including a senior living development and a sit down restaurant relocation (This is it BBQ).
- Reviewed resume's for the City Planner and Administrative Assistant positions within the Community Development department.
- Reviewed multiple sign applications for compliance with City Codes.

### **Main Street (add information relevant to Main Street here)**

- Prepared and launched a customer survey for the 2016 amphitheater lineup.
- Event preparation for the October 10<sup>th</sup> Craft Beer fest and the October 2<sup>nd</sup> Golf Tournament.
- Met with the MOMS Club for water tap placement at Church Street Park and for new playground equipment.
- Design preparation for downtown sponsor banner and annual Christmas ornaments.
- Updated the Amphitheater website for upcoming events.

### **Downtown Development Authority (DDA)**

- Preparation for the Holliday Dorsey Fife (HDF) shirt design.
- Worked with the HDF Manager on details for interns, volunteers, and the upcoming porch event.
- Met with two separate prospects interested in 101 S. Glynn Street
- Discussed downtown parking design issues with GDOT and potential consultant.

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

### **Public Works**

- Mowed grass and cleaning of ROW areas:
  - Jimmy Mayfield
  - Helen Sams Parkway
  - Highway 92 South
  - Hood Avenue
  - Highway 92 North
  - Highway 54 West
  - Cemetery
  - City Fountain
- Cleaned City Hall
- Cleaned Police Department

### **Sewage Department**

- Average daily flow treated is 2.1 million gallons per day.
- Performed weekly maintenance at our 26 lift stations.
- Unstopped 5 sewer backups and ran the camera at each location.
- Replaced cut-off float at the Redwine lift station.

- Replaced the mixed flush valve at Highway 85 lift station and Lakeside lift station.

### **Stormwater**

- Repaired the stormwater catch basin on Highway 92 North.

### **Water Department**

- Completed meter reading for Cycle 1.
- Average daily flow of 1.271 of system demand
- Repaired 9 water leaks throughout the system.
- Replaced broken shut off valve on Robinson Drive.

### **Utility Locates**

- Located the water and sewer for 49 ticket requests.

## **POLICE DEPARTMENT**

### **Among the numerous calls for service the Patrol Division handled, these are some of the highlights:**

- Stolen vehicle from the parking Home Depot. Possibly drug related.
- Suspicious Person: Stonewall and Jeff Davis Drive resulting in a foot pursuit with a black male who was apprehended across the street from 105 Jeff Davis Dr. He had Marijuana, money and a 9 mm pistol on his person. He was wanted for robbery out of Tennessee. Transported to Jail with warrants pending.
- Information: Juvenile reported that a male subject was possibly bringing gun to Fayette County High School on August 25, 2015. Board of Education was involved. Student was taken off the bus before entering school. No gun was located.
- Domestic Juvenile: Juvenile physical altercation with his mother. Juvenile was transported to RYDC.
- Harassment: Female complained of harassing phone calls and text messages from ex-boyfriend. This is an on-going issue.
- Burglary: 185 McIntosh Place Drive. Forced entry to the back door, master bedroom was ransacked. Possible cash removed, unknown amount. CID called out to process the scene.
- Timothy Bedgood was arrested on FVPD warrant.
- Disorderly conduct: Publix South. White male making racist remarks and harassing a customer. He was arrested and given a criminal trespass warning.
- Fraud: Walgreens North. Two females arrested for attempting to pass a fraudulent prescription to obtain oxycodone.
- Numerous arrests for shoplifting at Wal-Mart, Publix during the week.
- Numerous traffic accidents. No serious injuries to report.
- Numerous traffic related arrests for DUI, driving on suspended license, and possession of Marijuana.
- General Livsey contacted dispatch several times requesting to speak with the Sheriff. 911 Center dispatched our Officers because he lives in the City. The Fayette County Sheriff's Office advised General Livsey that if he continued to contact them that they would proceed with a warrant for harassment.



August 31<sup>st</sup> to perform a thorough cleaning of the station to include the air duct system. Station 91 personnel are being housed at the Fire HQ side of Station 91 until the project is completed.