



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

September 8, 2015

TO: Honorable Mayor and City Council

FROM: Ray Gibson, AICP, City Manager

SUBJECT: CITY MANAGER'S WEEKLY REPORT: August 31st through September 6th

CITY ADMINISTRATION

- Attended an informational meeting with Fire Department staff and Ravin Homes/HOA staff to discuss fire access within the Villages Subdivision.
- Attended a public services and code enforcement software demo with members of the City Management team.
- Reached out to Fayette County High School and prepared support letters for the "Uniting for a Cleaner Fayetteville" ant-litter initiative.
- Held a City Management Meeting on September 2nd.
- Attended an alignment meeting with Garner Economics, LLC. In attendance were Alan Jones, Emily Poole, Carlotta Ungaro, Jay Garner, Kim Compton (via conference call), and Tina Valdecanas.
- Held a team building event at McCurry Park that included Bubble Soccer. Council Member Scott Stacy also participated in the event.
- Met with attorney Tracy Glanton from Elarbee Thompson to discuss personnel matters.
- Met with NORESCO staff regarding their no cost, utility data analysis for the City. Their engineering team is putting together additional information to identify a project whereby energy savings could be used to help pay for needed capital improvements such as fixed remote meter reading technology.
- Hosted a luncheon meeting with Town Managers Ellen Walls (Brooks) and Kyle Hood (Tyron), and County Manager Steve Rapson.
- Met with Council Member Scott Stacy to discuss the October 24th wellness walk to take place at 7:00 pm in Downtown Fayetteville.
- Attended the regularly scheduled City Council meeting on Thursday, September 6th at 7:00 PM.
- Completed phase two of the Pay Compression as approved by City Council.
- City Clerk Anne Barksdale handled the week of Council election qualifying. Qualifying in for the mayor's seat were Mayor Greg Clifton and Councilman/Mayor Pro-Tem Ed Johnson. Qualifying for the Post 2 council seat are Councilman Mickey Edwards and Kathleen Brewer. The only Post 1 qualifier was Harlan F. Shirley.

FINANCE & ADMINISTRATIVE SERVICES

Finance

- Received three HVAC quotes for a replacement of a Water Source Heat Pump (WSHP) for Unit 1 in the City Hall Building. Wright Brothers had the lowest proposal.

Accounts Payable

- Keyed payment data for 122 invoices and processed payments to 70 vendors.
- Prepared 82 current week checks for pick up/ mailing.
- Reviewed current incoming invoices and receivables.

Occupational Tax

- Received eleven (11) new business applications.
- Issued seven (7) new business licenses.
- Collected \$525 for 2015 delinquent and new licenses.
- Collected \$0 from the Hotel/Motel Tax.
- Collected \$0 from the Alcohol Beverage Sales.
- Collected \$204.93 from the Beer, Wine & Liquor Tax.
- Entered payments into the A/S 400 System.
- Submitted the financial post, edit and balance reports.

Payroll

- No payroll this week.

Utility Billing

- Assessed late fees to delinquent accounts.
- Received \$115.50 in Sanitation and Stormwater revenues.
- Established new Water and Sewer service for thirty-seven (37) customers.
- Issued 1 purchase order.
- Received \$6,150.32 in Water and Sewer revenues.

Human Resources

- Employee Background Checks were completed.
 - Waste Water Treatment Plant Trainee
 - Clerk of Court
- Prepared RFP for new Insurance Broker.
- Advertised open positions
 - Water – Maintenance Worker I
 - Police – Administrative Assistant
- Processed Workers' Compensation Claim for injured employee.
 - Referral for injured worker
 - Worker approved for modified duty and will find work in other departments
- Prepared AS400 Updates.
 - Notes related to annual increase
 - Updates to Volunteer insurance pricing
- Responded to Open Records Request regarding employee appeal hearing.

Information Technology

- Web Site Visits for the Week
 - Total Pages Viewed: 11,032
 - Total Unique Pages: Viewed 7,834 (Excludes Repeated Pages viewed)
 - Average Time Spent on Each Page: 58 seconds
- Open Records Request
 - DVD Request of Traffic Stops and Investigations: 10
- Top 10 City Web Pages

1.	Official Website of Fayetteville, GA	2,170	19.67%
2.	Jobs - Official Website of Fayetteville, Georgia (Job Listings)	872	7.90%
3.	- Jobs - Official Website of Fayetteville, Georgia (Information and Applications)	553	5.01%
4.	Events - Official Website of Fayetteville, Georgia	420	3.81%
5.	Police Department - Official Website of Fayetteville, Georgia	311	2.82%
6.	City Departments - Official Website of Fayetteville, Georgia	293	2.66%
7.	Search Results - Official Website of Fayetteville, Georgia	289	2.62%
8.	New On-Line Payments (Invoice Cloud) - Official Website of Fayetteville, Georgia	286	2.59%
9.	I Want To - Official Website of Fayetteville, Georgia	286	2.59%
10.	Municipal Court - Official Website of Fayetteville, Georgia	252	2.28%

COMMUNITY & ECONOMIC DEVELOPMENT

Economic Development

- Met with Garner Economics, LLC to schedule and prepare for the Economic Development Plan.

Planning & Zoning

- Preliminary review of City alcohol ordinance to allow for wine bars without full restaurant component.
- Reviewed multiple sign applications for compliance with the City Code.
- Received multiple inquiries regarding planning and zoning issues.

Main Street

- Worked on event preparation for the Craft Beer Fest, Golf Tournament, and Pumpkin Festival.

- Worked on design preparation for downtown sponsor banners.
- Prepared for the Camp Southern Ground event at the amphitheater.

DDA

- Reviewed updates to the Holliday Dorsey Fife (HDF) Museum shirt design.
- Worked with the HDF Manager on details for the upcoming porch event to take place on September 15th.
- Further discussion with interested prospect at 101 S. Glynn Street.

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

Public Works

- Mowed grass and cleaning of ROW areas:
 - White Road/Highway 314 and New Hope Road
 - Church Street Park
 - Beaugard Blvd
 - Veterans Memorial
 - Grady Avenue
 - Downtown Area (Gazebo, HDF House)
 - Highway 85 North Medians
 - Depot
 - Police Department
 - Public Works/Distribution Building
- Cleaned City Hall.
- Cleaned Police Department.
- Replaced multiple light bulbs at the Depot.
- Placed mulch in the play area at Church Street Park.

Sewage Department

- Average daily flow treated was 1.980 million gallons per day.
- Performed weekly maintenance at our 25 lift stations.
- Unstopped 1 sewer backup and ran camera the location.
- Replaced 2 sewer cleanout caps.
- Replaced a broken hose on the Vac Con jet truck.

Stormwater

- Completed repairs on stormwater catch basin on Highway 92 North.

Water Department

- Average daily flow of 1.307 of system demand.
- Repaired 5 water leaks throughout the system.
- Repaired 2 broken fire hydrants.
- Replaced 3 meter radio units.

Utility Locates

- Located the water and sewer for 33 locate tickets.

POLICE DEPARTMENT

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

- **Traffic stop:** Driver was removed from the vehicle due to a failure to stop. Driver was having an overdose on methamphetamine and was transported to the hospital for treatment and observation. A few citations were issued.
- **Suspicious Person:** Intoxicated male was walking in the middle of Bradley Drive. A driver had to maneuver around the subject and then approached to help. The subject jumped on the hood of the vehicle and punched through the windshield of the vehicle. The intoxicated pedestrian was arrested and taken to jail.
- **Entering Auto:** A report was provided for an auto break-in at 230 Argonne Drive that took place three weeks ago. A gun was stolen from the vehicle.
- **Community relations:** Officers spoke to four year olds on safety at Lafayette Kids World. They handed out information and performed a vehicle demonstration for the kids.
- **Missing person:** A 56 year old female with mental illness who resides at 820 South Glynn Street was reported missing after the female's back pack was found at Chase Bank. Her family was contacted and officers later found her unharmed at the Hampton Inn.
- **Shots fired:** Shots were reported along GA Hwy 314 near the Flash Floods north store. Shell casings were located on GA Hwy 314 and north of the city limits as well. CID was called out.
- **Suspicious person:** A minor was found to be in possession of alcohol in the parking lot behind the Olde Courthouse Tavern. They were arrested and transported to Jail.
- **Rape:** A 26 year old female reported being raped while studying abroad in Paris, France. Officers completed a report for documentation purposes.
- There were numerous arrest made for shoplifting at Wal-Mart, Publix and Kohl's during the week.
- Numerous traffic accidents were also reported during the week. One injury was reported from an accident at GA Hwy 92 South and Jimmie Mayfield. The driver was transported to Grady Hospital for treatment.
- Numerous traffic related arrests for DUI, driving on suspended license, and possession of Narcotics

School Resource Officers

- No problems reported at Bennett's Mill Middle School or the Fayette Alternative School.
- Emergency plans for all Fayette County Schools have been completely updated.
- On Tuesday September 1, 2015, SRO Kevin Ingram, SRO Lilton Marks, and SRO Bob Stavenger met with Captain Jeff Harris and Lieutenant Mike Francis to discuss current issues in the schools.
- The SRO at Fayette County High School is assisting with an inappropriate texting case which is still under investigation.

Criminal Investigations

- Investigations assigned **3** cases this week.
- Investigations cleared **19** cases this week.
- **2** Call outs for investigators this week.

- **1** Call out for CID Supervisor's this week.
- **2** Call outs for crime scene investigators this week.

Active Investigations

- Bank Robbery at the Bank of North Georgia: Still waiting on FBI to analyze the data.
- Shooting / Home Invasion at Windridge Drive: Still waiting on the GBI crime lab to process evidence. The offender needs to be interviewed and an attempt is being made on Tuesday, September 08, 2015.
- Homicide at Applebee's: Still waiting on GBI crime lab test on evidence. Several phone court orders are still pending.

Warrants / Bailiff

- Information:

• Bailiff Hours: 0	Code 4: 0
• Supplemental: 5	Arrest: 5
• Warrant Attempts: 0	Warrants Served: 5
• Person Contacts: 19	Warrant Entry: 0
• Fines/Forfeiture: \$7,728.00	Court Transports: 6

Projects

- The body camera proposal in the draft stages with financing currently being worked on.
- Preparing vehicle purchase proposal for new CID vehicles.
- Revamping the GCIC ORI issues created by previous TAC and OPS is still in progress.
- The Mobile Command Vehicle has returned and is in limited service. In the process of conducting an assessment of the vehicle to determine future needs.

FIRE DEPARTMENT

Operations

- Incidents: Units responded to 43 emergency calls for service during the week.
- Training: Volunteer Fire Fighter Quayn Harvey completed week 1 of the Georgia Basic Fire Fighter Training Course.
- Volunteer: training meeting was held on August 31st at Station 91.

Projects

- Meeting with Ravin Homes/HOA of the Villages Subdivision regarding fire access throughout the subdivision.
- Service Master performed deep cleaning services at Station 91 and Fire Department employees are currently moving forward with some internal building renovations.
- Webbcon Pest Control and Wildlife Removal set traps, bait stations, and sealed rodent holes. These services will be provided once a week for several months until the rodent issues are resolved.
- The chosen applicant for a Fire Fighter position passed the physical agility testing as part of the hiring process.
- There was an accident at Station 93 as one of the engines was backing into the bay, causing some damage to the building and the engine.

