



# City of Fayetteville

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MAYOR  
Edward Johnson

COUNCIL  
Scott Stacy, Mayor  
Pro Tem  
Kathleen Brewer  
Paul C. Oddo, Jr.,  
Harlan Shirley  
James B. Williams

CITY MANAGER  
Ray Gibson

CITY CLERK  
Anne Barksdale

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March 22, 2016

**TO:** Honorable Mayor and City Council

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

**SUBJECT:** CITY MANAGER'S WEEKLY REPORT: March 14<sup>th</sup> through March 20<sup>th</sup>

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## CITY ADMINISTRATION

- Held a town hall meeting at Fayette Senior Services in Fayetteville on Monday, March 14<sup>th</sup> to present the latest version of the Downtown Master Plan.
- Held a meeting at the County Administration Building on Tuesday, March 15<sup>th</sup> to present the latest version of the Downtown Master Plan to County Manager Steve Rapson, BOC Chairman Charles Oddo, and BOC member Charles Rousseau. Also in attendance were Community Development Director Brian Wismer, and Consultant Bill Foley.
- Attended a meeting with Michael Mumper on Tuesday, March 15<sup>th</sup> to discuss the City's Newsletter and other social media projects.
- Prepared for the March 17<sup>th</sup> Regularly Scheduled City Council Meeting.
- Attended a GMA Workshop on "Keeping Young People in our Cities" at the Duluth, Georgia City Hall on Wednesday, March 16<sup>th</sup>. Also attending were Community Development Director Brian Wismer and Council Member Harlan Shirley.
- Briefly attended a meeting of Fayette County Millennials on the evening of Wednesday, March 15<sup>th</sup>. At the meeting the group discussed various development projects with Fayette County and how they all could become more engaged.
- Held a phone conference on Thursday, March 17<sup>th</sup> with Finance Attorney Blake Sharpton to discuss some projects currently being discussed within the City.
- Attended a meeting at the Keep Peachtree City Beautiful offices on Thursday, March 17<sup>th</sup> to get an overview of the program by Manager Al Yougel.
- Continued to work on the presentations for the City Council Retreat.
- Attended the Regularly Scheduled City Council Meeting on the evening of Thursday, March 17<sup>th</sup>.
- Attended a Fayette Forward committee meeting on Friday, March 18<sup>th</sup> at Truett's Luau. Also attending was Mayor Ed Johnson.

## **FINANCE & ADMINISTRATIVE SERVICES**

### **Finance**

- Continue to work on the Financial DCA Report for submittal.
- New financial software testing conversions were completed; however, we were not able to enter anything into the live site.
- Cleaning up the 2016 Budget departmental line items.
- Training Danielle Ballard on the bid process as the Summit Point Stormwater Management project was posted on 3-16-16.
- Working on FY2017 Budget.
- Finance Committee met on Thursday, March 17<sup>th</sup> to begin the FY2017 Budget process.
- The City received the Distinguished Budget Presentation Award for the 10<sup>th</sup> consecutive year.

### **Accounts Payable**

- Keyed payment data for 108 invoices and processed payments to 65 vendors.
- Prepared 75 current week checks for pick up/mailing.
- Reviewed current incoming invoices and receivables.

### **Occupational Tax**

- Received six (6) new business applications.
- Issued (0) new business licenses.
- Collected \$145,174.78 for 2015 delinquent and new licenses.
- Collected \$1,058.99 from the Alcohol Beverage Sales.
- Collected \$13,341.61 from the Beer, Wine & Liquor Tax.
- Entered payments into the A/S 400 System.
- Submitted the financial post, edit and balance reports.

### **Utility Billing**

- Assessed late fees to delinquent accounts.
- Received \$29,371.61 in Sanitation and Stormwater revenues.
- Established water and sewer service for 22 new customers.
- Billed out for 1,988 customers
- Received \$85,043.45 in Water and Sewer revenues.
- Pilot Program: Delinquent Accounts Callout
  - Cut-off report generated for cycle 7 on March 16<sup>th</sup> that generated 48 delinquent accounts.
  - Out of the 48 accounts, 27 were called and 15 received a tag through the mail due to bad or no phone numbers.
  - Account Clerks received no calls on that from those customers

### **Human Resources**

- Personnel Issues
- Employment Opportunities
  - Police Officer I and II – Opened March 7<sup>th</sup>
- Resumes Submitted

- Police Offer: 1
- Working on Pay Scale Analysis

### Court

- # of citations received: **146**
- # of warrants issued (FTA & VOP): **1**
- # of citations (FTA) sent to DDS: **3**
- # of scheduled arraignment cases: **90**
- # of scheduled trial cases: **14**
- Total amount collected for the week: **\$19,833.00**

### Information Technology

- GIS Projects
  - Jonas Lydon was on vacation so there were no GIS projects for the week.
- Technology Projects
  - Financial Data Conversion Project in progress
    - Converting General Ledger data
- Police Technology Projects
  - Downloaded the video from 25 body cameras.
  - Rebuilt 2 MDT for police vehicles.
- Open Records Request
  - DVD Request of traffic stops and investigations: **7**
- Web Site Visits for the Week
  - Total pages viewed: **10,874**
  - Total unique pages viewed: **8,246** (excludes repeated pages viewed)
- Average Time Spent on Each Page: 54 seconds
- Top 10 City Web Pages

1.	Official Website Main Page	1,736	17.36%
2.	Jobs	524	4.82%
3.	Government	470	3.70%
4.	Events	358	3.29%
5.	Search Results	354	3.26%
6.	Job Applications	255	2.62%
7.	Downtown Master Plan	247	2.47%
8.	On-Line Payments	222	2.04%
9.	Residents	216	1.98%
10.	Police	201	1.85%

- Facebook Insights
  - Total Page Likes (Fans) 4,947
  - Total Reached 2249
  - People Engaged 1049
  - Fans
    - Women 77%
    - Men 23%

## **COMMUNITY & ECONOMIC DEVELOPMENT**

### **Economic Development**

- Staff met with Michael Mumper regarding the development of the City's e-newsletter and implementation via Constant Contact.
- Staff is still currently reviewing final report draft from Garner Economics, LLC.
- Attended GMA seminar at the Duluth, GA City Hall "Keeping Young People in our Cities."
- Attended young professionals' meeting where they discussed the Downtown Master Plan and how to increase their civic engagement.

### **Planning & Zoning**

- Conducted Downtown Master Plan presentation to Fayette Senior Services group.
- Met with County representatives on the Downtown Master Plan.
- Prepared for presentations at the City Council meeting held on March 17<sup>th</sup>. There Multiple agenda items from Planning Department with Julie Brown presenting items regarding her Management Development Program class.
- Reviewed multiple sign applications for compliance with the City Code.
- Handled multiple customer/public inquiries for zoning uses.

### **Main Street**

- Held the Easterpalooza event with Fayetteville First United Methodist Church on Sunday March 20<sup>th</sup>.
- Continued outreach to new potential amphitheater sponsors for 2016.
- Concert series negotiations were finalized. The Guess Who replaces The Hollies on July 30<sup>th</sup>.
- Worked on the 2016 series ticket marketing and outreach.

### **DDA**

- Worked on new website for HDF.
- Met with multiple downtown merchants on how to maximize their Google search presence.

### **Building**

- Number of Building Inspections Performed: **77**
- Number of Permits Issued: **17**
  - **4:** Building
    - Commercial Repair/Remodel: **0**
    - Commercial New: **0**
    - Residential Repair/Remodel: **2**
    - Residential New: **2**
  - **0:** Demolition
  - **1:** Mechanical
  - **1:** Utility Restoration
  - **0:** Foundation Only
  - **3:** Electrical
  - **5:** Plumbing

- **0:** Land Disturbance
- **1:** Fence
- **0:** Pool
- **1:** Low Voltage
- **1:** Construction Trailer
- Plans Received:**1**
  - Commercial Repair/Remodel: **1**
  - Commercial New: **0**
  - Residential Repair/Remodel: **0**
  - Residential New: **0**

### **Code Enforcement**

- Total Inspections: 14
  - Proactive: 12
  - Complaint: 2
- Verbal Warnings: 1
- Written Warnings: 1
- Notice of Violations: 3
- Stop Work Orders: 0
- Citations Issued: 0

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

### **Public Works**

- Cleaned City Hall and the Police Department.
- Cut and maintained the following areas:
  - Highway 54 East
  - Jimmy Mayfield
  - Highway 85 North
  - South Jeff Davis
  - Highway 85 South
  - Lee Street
  - Williamsburg Way
  - Downtown Square
  - Church Street
  - Ramah Road
  - Grady Avenue
- Pruned landscaping at the Grady Avenue roundabout.
- Repaired asphalt on Ramah Road.

### **Sewage Department**

- Average daily flow treated is 2.425 million gallons per day.
- Performed weekly maintenance at 26 lift stations sites.
- Responded to 3 sewer backup complaints.

### **Stormwater**

- Repaired catch basin on Beauregard Boulevard.
- Cleaned drainage easement at Buckeye Lane.

### **Water Department**

- Average daily flow of 1.195 of system demand.
- Repaired 4 water leaks.
- Flushed the fire hydrant on Marion Boulevard due to an odor concern.
- Performed one (1) meter change-out.
- Repaired three areas of sidewalk cuts due to water leaks.

### **Utility Locates**

- Located the water and sewer for 32 utility locate tickets.

## **POLICE DEPARTMENT**

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

- **Entering Autos**: Patrol units responded to the area of East Lanier Avenue and Pecan Ridge Drive for two separate entering auto calls. Patrol made an arrest in the area of Pecan Ridge Drive after noticing a suspicious person walking in the neighborhood. CSI was notified.
- **Entering Autos**: Patrol units responded to the area of Rabbits Run and Jeff Davis Place for two separate entering auto calls. Miscellaneous items were taken from both vehicles. CSI was notified.
- **Domestic**: Patrol units responded to the area of Lakemont Drive in reference to a domestic dispute between a husband and wife. The husband was arrested for terroristic threats after threatening to kill his wife after she had hidden his firearms.
- **Suicide Attempt**: Patrol units responded to the area of Hibiscus Lane in reference to a 22 year-old female attempting to commit suicide. When FVPD arrived on-scene, the female had locked herself inside of her vehicle and had a knife pressing into her wrist. Officers were able to talk to her and convince her to get some help without further incident. She was transported to Piedmont Fayette Hospital for further treatment.
- Numerous arrests for traffic offences (6), DUI (4).
- Several arrests for shoplifting (3).
- 2 wanted persons located.
- Several arrests for offenses not listed above (7).

### **Training Division**

- Three officers attended training at various locations during the week.
- Registered two officers for upcoming training classes.
- Continued CPR/Communications/pursuit training.

### **Criminal Investigations**

- CSI Melissa Peacock was called out to two entering auto calls at 785 East Lanier “Auto Quick” and 165 Pecan Ridge Drive. Patrol Officers were able to locate the suspect and make an arrest.

- Detectives attended the Georgia Retail Association Organized Retail Crime Alliance (GRAORCA) meeting at the Douglasville Police Department.
- No items to report from the school resource officers.

### **Office of Professional Standards**

- The front office answered 154 phone calls, handled 73 walk-ins, referred 17 accident reports and 6 incident reports, processed 19 alcohol IDs and 1 impound releases, ran 5 backgrounds, 9 tags and 9 VINs.

## **FIRE DEPARTMENT**

### **Operations**

- Incidents: Units responded to 43 emergency calls for service during the week. Some of the significant calls are as follows:
  - 3/15 - Gwinnett Street: Power pole leaning over the roadway. Closed the road until arrival of Georgia Power.
  - 3/16 - 1279 West 54 Highway: Grass fire in the median
  - 3/17 - 375 Sunderland Circle: Cooking fire confined to interior of oven/out on arrival.
  - 3/18 - 125 Ridgewood Drive: Commercial mower fire fully involved. Extinguished with 1.75" pre-connect
  - 3/20 - 125 Gantt Lane: Truck 9, B9 responded as automatic aid to Fayette County for cooking fire confined to container
- Volunteer: The March 14<sup>th</sup> volunteer meeting was held at Station 91.
- Projects:
  - Chief Linda Partridge and Captain Keith Harris have been attending meetings with representatives of Fayette County 9-1-1, PTC Fire, and Fayette County Fire to develop dispatch protocols for fire and EMS calls. This workgroup will be meeting weekly for the next couple of months to complete this project. This issue was an item for action noted in our ISO report for Emergency Communications (9-1-1).
  - Continued work on SAFER grant application for the hiring of 9 firefighters.
  - Worked on budget process for FY 2017..