



City of Fayetteville

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MAYOR
Edward Johnson

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

CITY MANAGER
Ray Gibson

CITY CLERK
Anne Barksdale

March 29, 2016

TO: Honorable Mayor and City Council

FROM: Ray Gibson, AICP, City Manager

SUBJECT: CITY MANAGER'S WEEKLY REPORT: March 21st through March 27th

CITY ADMINISTRATION

- Held a phone conference with Michael Mumper and IT Director Kelvin Joiner on Monday, March 21st to discuss some final details for the City's Newsletter.
- Attended a meeting with Mayor Ed Johnson, Realtor Bill Mixon, and land owner Spurgeon Richardson to discuss Mr. Richardson's property within the Downtown Master Plan.
- Attended a Meeting regarding the "Uniting for a Cleaner Fayetteville" initiative.
- Attended the Georgia City-County Managers Association (GCCMA) conference in Athens, GA from March 22nd through the 25th.

FINANCE & ADMINISTRATIVE SERVICES

Finance

- Continue to work on Financial DCA Report for submittal.
- DCA report for Hotel/Motel is now complete.
- Continue to clean-up the 2016 Budget departmental line items.
- Training Danielle Ballard on the RFP process.
 - The Summit Point Stormwater Management RFP was posted 3-16-16 with proposals due by 3-31-16.
 - The 2016 Storm Drain Lining Project RFP was posted 3-30-16 with proposals due by 4-28-16.
- Working on FY2017 Budget.

Accounts Payable

- Keyed payment data for 76 invoices and processed payments to 49 vendors.
- Prepared 51 current week checks for pick up/ mailing.
- Reviewed current incoming invoices and receivables.

Occupational Tax

- Received seven (7) new business applications.
- Issued twelve (12) new business licenses.
- Collected \$54,3695.82 for 2015 delinquent and new licenses.
- Collected \$0 from the Hotel/Motel Tax.
- Collected \$687.45 from the Alcohol Beverage Sales.
- Collected \$81.25 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: March 24, 2016
 - Check Count: 160
 - Regular Weekly Payroll: 3
- Total Payroll: \$193,593.99

Utility Billing

- Assessed late fees to delinquent accounts.
- Received \$26,597.68 in Sanitation and Stormwater revenues.
- Established Water and Sewer service for 18 new customers.
- Billed out for 1,807 customers.
- Received \$79,729.71 in Water and Sewer revenues.
- Pilot Program: Delinquent Accounts Callout
 - Cut off report generated for cycle 1 on March 23rd revealed 96 delinquent accounts.
 - Out of the 96 accounts, 42 were called and 42 received tag through mail due to bad or no phone numbers.
 - Account Clerks received about 4 calls from these customers.

Human Resources

- Personnel Issues
- Employment Opportunities
 - Police Officer I and II: Opened 3/7/16 – 4/8/2016
- Resumes Submitted
 - Police Offer: 6
- Pay Scale Analysis
- ACA Reporting
- Health Advocate Employee Census
- Rejection Letters for Fire

Court

- # of citations received: **169**
- # of warrants issued (FTA & VOP): **6**
- # of citations (FTA) sent to DDS: **3**
- # of scheduled arraignment cases: **66**
- # of scheduled trial cases: **5**
- Total amount collected for the week: **\$20,124**

Information Technology

- GIS Projects
 - Reviewing and correcting the City Zoning map.
 - Reviewing and correcting the City Land Use map.
 - Working on map data for the Atlanta Regional Commission (ARC).
 - Working on a Network Analyst Training Class (in progress when time allows).
- Technology Projects
 - Financial Data Conversion Project in progress.
 - General Ledger data
 - Working with the City Manager, Code Enforcement, Public Works and Water to see if Public Stuff software will meet the needs of the City.
 - BS&A upgrade.
- Police Technology Projects
 - Archived 2 months of ICOPS video.
 - Downloaded the video for 14 body cameras.
 - Rewired Network switches.
 - Completed a Spillman software update.
- Open Records Request
 - DVD Request of traffic stops and investigations: **10**
- Web Site Visits for the Week
 - Total Pages Viewed: **10,280**
 - Total Unique Pages Viewed: **7,616** (excludes repeated pages viewed)
- Average Time Spent on Each Page: **54 seconds**
- Top 10 City Web Pages

1.	Official Website Main Page	1,653	16.08%
2.	Jobs	499	4.85%
3.	Government	426	4.14%
4.	Events	409	3.98%
5.	Search Results	293	2.85%
6.	Job Applications	287	2.79%
7.	Downtown Master Plan	271	2.64%
8.	On-Line Payments	258	2.51%
9.	Residents	244	2.37%
10.	Police	225	2.19%
- Facebook Insights
 - Total Page Likes (Fans) **4,974**
 - Total Reached **7,784**
 - People Engaged **846**
 - Fans
 - Women **77%**
 - Men **23%**

COMMUNITY & ECONOMIC DEVELOPMENT

Economic Development

- Continue to review the final report recommendations from Garner Economics, LLC regarding the Economic Development Plan/Strategy.

Planning & Zoning

- Held monthly P&Z Commission meeting.
- Met with Sams family to discuss the Downtown Master Plan.
- Reviewed multiple sign applications for compliance with the City Code.
- Handled multiple customer/public inquiries for zoning uses.

Main Street

- Held the Main Street monthly meeting and the Promotions Committee meeting.
- Prepared the amphitheater website for individual summer concerts. All tickets are now on sale.
- 2016 series ticket marketing and outreach.

DDA

- Held the DDA monthly meeting.
- Continued edits for the new HDF website.
- Had negotiation discussions with prospective tenant for 101 S. Glynn.

Building

- Number of Building Inspections Performed: **43**
- Number of Permits Issued: **18**
 - **5: Building**
 - Commercial Repair/Remodel: **1**
 - Commercial New: **0**
 - Residential Repair/Remodel: **2**
 - Residential New: **2**
 - **1: Demolition**
 - **2: Mechanical**
 - **0: Utility Restoration**
 - **1: Foundation Only**
 - **3: Electrical**
 - **6: Plumbing**
 - **0: Land Disturbance**
 - **0: Fence**
 - **0: Pool**
 - **0: Low Voltage**
 - **0: Construction Trailer**
- Plans Received: **3**
 - Commercial Repair/Remodel: **0**
 - Commercial New: **0**
 - Residential Repair/Remodel: **1**

- Residential New: 2

Code Enforcement

- Total Inspections: 34
 - Proactive: 25
 - Complaint: 9
- Verbal Warnings: 5
- 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 the Police Department.
- Cut and maintained the following areas:
 - Gingercake Road
 - Patriot Park
 - Jimmy Mayfield
 - Helen Sams Parkway
- Cut down a tree in the right-of-way at Paces Drive.

Sewage Department

- Average daily flow treated is 2.325 million gallons per day.
- Performed weekly maintenance at 26 lift station sites.
- Ran the sewer camera at 85 North Parkway.
- Responded to 2 sewer backup complaints.

Stormwater

- Cleaned out a ditch on Hillsdale Drive.
- Cleaned out drains on Breamar Road.
- Repaired a catch basin on Gingercake Court.
- Repaired storm drain erosion at Legends Drive.

Water Department

- Average daily flow of 1.165 of system demand.
- Repaired 3 water leaks.
- Performed bore and ran new water on Forest Avenue.

Utility Locates

- Located the water and sewer for 45 utility locate tickets.

POLICE DEPARTMENT

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

- **Disorderly Conduct/Threats**: Patrol units responded to the area of the Long Horn restaurant in reference to a road rage incident in the parking lot. Officers determined that one subject had pointed a firearm at a couple and had made threats towards them. He was arrested and transported to the Jail.
- **Vehicle Accident w/injuries**: Patrol units responded to the area of White Road where a vehicle had left the roadway and struck a utility pole. The vehicle lost control in the curve and the utility pole was split in two. The driver was transported to the Hospital with minor injuries and Georgia Power was notified to replace the pole.
- **Traffic Stop/Drugs**: Patrol units were called out with a disabled vehicle in the area of N. Jeff Davis Drive. Officers smelled marijuana coming from the vehicle and upon searching the vehicle they located approximately one ounce of marijuana, scales, and ten Xanax pills along with a loaded 9mm handgun. The driver was arrested without incident.
- **Entering Auto**: Patrol units responded to the area of Kiku for a report of entering auto in the parking lot. FVPD determined from witnesses at the scene that one male subject was caught entering an automobile and was stopped by the owner of the vehicle. A fight occurred between them with the suspected thief receiving several minor injuries. He was transported to the Hospital for treatment and released. He was taken to the Jail without further incident and no charges were filed on the owner of the vehicle.
- Numerous arrest for traffic offences (6), DUI (2)
- Several Arrest for shoplifting (3)
- 2 Wanted persons located
- Several arrest for offenses not listed above (11)

Training Division

- Three officers attended training at various locations during the week.
- Continued CPR/Communications/pursuit training.

Criminal Investigations

- Detective Shawn Albea and Captain Jeff Harris were called out to assist Clayton County Police Department on a search warrant in reference to an armed robbery that occurred on Tuesday, March 7th in Clayton County. Clothing and a possible weapon were recovered.
- Detectives attended mandatory training at the Fayetteville Police Department. This training covered CPR, Pursuits, and Interpersonal Communications.
- Detectives responded to a deceased person call on Woodgate Drive. The deceased was 95 years of age and it appears he died of natural causes.
- Detective Albea was called out to an incident of child molestation. This case is still under investigation and a forensic interview is being scheduled with the Southern Crescent Sexual Assault and Child Advocacy Center.
- Detective Albea was called out to an assault incident at Fayette Piedmont Hospital. After investigating, it was found the subject at the hospital was entering the auto from Kiku.
- No items to report from the school resource officers.

- Weekly Stats:
 - Investigations assigned **12** cases this week.
 - Investigations cleared **16** cases this week.
 - **3** Call outs for investigators this week.
 - **1** Call outs for CID Supervisor's this week

Office of Professional Standards

- The front office answered 135 phone calls, handled 90 walk-ins, referred 24 accident reports and 19 incident reports, processed 35 alcohol IDs and 3 impound releases, ran 9 backgrounds, 12 tags, and 12 VINs.

FIRE DEPARTMENT

Operations

- Incidents: Units responded to 50 emergency calls for service during the week.
- Volunteer: The March 21st volunteer meeting was held at Station 91.
- Projects:
 - Met with representatives of Travelers Insurance to discuss fire department operations
 - Attended meeting with representatives of Fayette County 9-1-1, PTC Fire, and Fayette County Fire to develop dispatch protocols for fire and EMS calls.
 - Completed and submitted SAFER grant application for the hiring of 9 firefighters.
 - Continued work on budget for FY 2017.