



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

June 14, 2016

TO: Honorable Mayor and City Council

FROM: Ray Gibson, AICP, City Manager

SUBJECT: CITY MANAGER'S WEEKLY REPORT: June 6th through June 12th

CITY ADMINISTRATION

- Held a meeting with Jeff Mellin and Larry Dell on Monday, June 6th to discuss the Veterans Day Dinner to take place on Friday, November 11th.
- Attended a meeting to discuss the Website RFP proposals on Monday, June 6th. Also in attendance were IT Director Kelvin Jones, IT/GIS Analyst Jonas Lydon, and Community Development Director Brian Wismer.
- Held a phone conference with Will Kilgore and Scott Parker from Mesa Capital Partners on Monday, June 6th to discuss their property adjacent to Cobblestone apartments.
- Went to Oklahoma City from Tuesday, June 7th until the afternoon of Thursday, June 9th to meet with City officials and Bricktown Business Association staff to discuss the Bricktown canal development. Also attending were Mayor Ed Johnson and Council Member Harlan Shirley.
- Held a meeting with Marcelo Ariola from Core Civic on Thursday, June 9th to discuss potential developments within the downtown area. Also in attendance was Administrative and Financial Services Director Mike Bush.
- Attended a meeting with the EPIC insurance team led by Chris Clark on Thursday, June 9th to discuss health insurance proposals for FY 2017. Also in attendance was Administrative and Financial Services Director Mike Bush, Assistant Director Carleetha Talmadge, and Human Resources Manager Barbara Dudley.
- Attended a meeting at the offices of AVPRIDE on Friday, June 10th as part of the student mentorship program. Local leaders are mentoring high school students during their summer internship.
- Held a meeting with Michael Mumper on Friday, June 10th to discuss the July E-Newsletter. Also in attendance was IT Director Kelvin Joiner.
- Held a meeting with Administrative and Financial Services Director Mike Bush on Friday June 10th to further discuss the health insurance options for the city.

FINANCE & ADMINISTRATIVE SERVICES

Finance

- Continue to work on the FY 2017 Budget.
- Working on the FY 2016 Budget transfer.
- Cleaning up the 2016 Budget departmental line items.
- Working on the following bids:
 - Cleaning Services
- Bid opening for the Bill Printing/Mailing Services for Utility Billing was held on May 19, 2016 and we received the following 3 responses:
 - Municipal Code Corporation (MCC)
 - Infosend
 - Southwest Direct
- Bid opening for Image was held on 5-19-16 and we received 3 responses:
 - Global Web Advisor, LLC
 - Civic Plus
 - Zimmerman Agency

Accounts Payable

- Keyed payment data for 113 invoices and processed payments to 86 vendors.
- Prepared 91 current week checks for pick up/mailing.
- Reviewed current incoming invoices and receivables.

Occupational Tax

- Received five (5) new business applications.
- Issued eleven (11) new business licenses.
- Collected \$4,304.35 from the Alcohol Beverage Sales.
- Collected \$17,110.26 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 \$31,640.14 in Sanitation and Stormwater revenues.
- Established Water and Sewer service for 26 new customers.
- Billed out for 1,638 customers.
- Issued 6 Work Orders.
- Received \$104,323.43 in Water and Sewer revenues.
- Pilot Program for Delinquent Accounts Callout:
 - Cut off report generated for cycle 5 on June 8th produced 66 delinquent accounts
 - Out of the 66 accounts, 38 were called and 25 received a tag through mail due to bad or no phone numbers.
 - Account Clerks received no calls from these customers.

Human Resources

- Attend the Georgia Local Government Personnel Association (GLGPA) Conference during the week.

Court

- # of citations received: **147**
- # of warrants issued (FTA & VOP): **2**
- # of citations (FTA) sent to DDS: **6**
- # of scheduled arraignment cases: **77**
- # of scheduled trial cases: **23**
- Total amount collected for the week: **\$45,043.21**

COMMUNITY & ECONOMIC DEVELOPMENT

Economic Development

- Attended Economic Development 101, a week long training session on Economic Development Finance.

Planning & Zoning

- Prepared for the City Council Meeting and upcoming agenda items.
- Prepared further responses to DCA regarding the City's annual CIE update submittal.
- Reviewed multiple sign applications and code enforcement coordination for compliance with the City Code.
- Handled multiple customer/public inquiries for zoning uses.

Main Street

- Prepared for the upcoming concert on June 18th, Lunch on the Lawn, and Market Day.

DDA

- Prepared for the monthly DDA meeting.
- Prepared final amendments to the 101 S. Glynn lease agreement.

Building

- Number of Building Inspections Performed: **57**
- Number of Permits Issued: **26**
 - **3:** Building
 - Commercial Repair/Remodel: **1**
 - Commercial New: **1**
 - Residential Repair/Remodel: **1**
 - Residential New: **0**
 - **0:** Demolition
 - **4:** Mechanical
 - **1:** Utility Restoration
 - **3:** Foundation Only
 - **6:** Electrical
 - **7:** Plumbing

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

Code Enforcement

- Total Inspections: 33
 - Proactive: 21
 - Complaint: 12
- Verbal Warnings: 1
- Written Warnings: 0
- Notice of Violations: 17
- Stop Work Orders: 1
- 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:
 - Sandy Creek
 - Finished Grady Avenue
 - Bradford Square
 - Patriot Park
 - Fayetteville Depot
 - Jimmy Mayfield
 - Cart Path
 - Police Department
 - Public Works Building
- Set up traffic control for tree removal on Grady Avenue.
- Cut overhanging tree which was a hazard on Beauregard Boulevard.

Stormwater Department

- Cleaned out curbing on Stonewall Avenue to help keep debris out of storm system.

Sewage Department

- Average daily flow treated is 2.076 million gallons per day.
- Performed weekly maintenance at 26 lift stations sites.
- Installed two chemical pumps at the lift stations for odor control.
- Repaired gear box at the Wastewater Treatment Plant.

Water Department

- Average daily flow of 1.598 of system demand.
- Repaired 5 water leaks.
- Flushed 1 fire hydrant due to odor concern.
- Installed 1 new water meter.

Utility Locates

- Located the water and sewer for 58 utility locate tickets.

POLICE DEPARTMENT

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

- **Suspicious Person**: Patrol units responded to the area of Church Street Park in reference to a suspicious person hanging out in the park after it had closed. FVPD located a subject that was intoxicated. He was arrested and transported to the Fayette County Jail.
- **Suspicious Person**: Patrol units responded to the area of the Woodbyne neighborhood pool area in reference to several teenagers in the pool after it had closed. FVPD arrested seven under age minors for intoxication and disorderly conduct.
- **Burglary**: Patrol units responded to the area of Squire Lane. The rear door had been kicked in and after a search of the residence it was determined that cash had been taken. CSI and CID were assisting on the call.
- **Prowling**: Patrol units responded to the area of Inn Town Apartments in reference to suspicious persons in the complex. FVPD located two suspects that appeared to be breaking into an apartment through a window on the second floor. Both subjects were arrested for loitering and prowling.
- Numerous arrest for traffic offenses (8), DUI (8)
- Several Arrest for shoplifting (5)
- 5 Wanted persons located
- Several arrest for offenses not listed above (12)

Training Division

- Five Officers attended training at various locations during the week.
- Five Officers were registered for training classes.

Community Events

- Officers participated in Coffee with a Cop on June 7th at Starbucks on South Glynn Street.

Criminal Investigations

- Detectives responded to a burglary in progress at 36 Intown Place. Two suspects were arrested.
- Detectives responded to a burglary report at 260 Squire Lane.
- Investigations assigned **8** cases this week.
- Investigations cleared **30** cases this week.
- **1** Call out for investigators this week.

Office of Professional Standards

- OPS personnel continued working on employment background checks and the records unit employee attended a terminal agency coordinator training class.
- The front office answered 183 phone calls, handled 97 walk-ins, referred 19 accident reports and 11 incident reports, processed 28 alcohol IDs and 5 impound releases, ran 7 backgrounds, 18 tags and 18 VINs.

FIRE DEPARTMENT

Operations

- Incidents: Units responded to 56 emergency calls for service during the week.
- Projects/Training:
 - The June 6th volunteer meeting was held at Station 91.
 - Met with Rhodes Consultants about providing assistance in the development and delivery of a promotional process for station officer (fire lieutenant).
 - Met with the employee insurance focus group to discuss the health insurance options for FY 2016-2017.