



City of Fayetteville

240 Glynn Street South • Fayetteville, Georgia 30214
Telephone (770) 461-6029 • Facsimile (770) 460-4238

www.fayetteville-ga.gov



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

July 12, 2016

TO: Honorable Mayor and City Council

FROM: Ray Gibson, AICP, City Manager

SUBJECT: CITY MANAGER'S WEEKLY REPORT: July 4th through July 10th

CITY ADMINISTRATION

- Attended a meeting with Chris Hindman on Wednesday, July 6th regarding the lighting issues at McIntosh Crossing Subdivision. Two members of the HOA were also in attendance.
- Held a meeting with Jahnee Prince from The Collaborative Firm on Wednesday, July 6th to discuss the professional services agreement for the July 7th City Council Meeting.
- Held a meeting with Mayor Ed Johnson on Wednesday, July 7th to discuss various projects within the City and other organizational matters.
- Held a meeting with Chitra Subbarayan from Ackerman Group on Wednesday, July 7th to discuss sports/recreational projects for the City.
- Held a meeting with Mayor Ed Johnson and Council Member Kathleen Brewer on Thursday, July 8th to discuss newsletter information and other organizational matters.
- Attended a meeting along with Mayor Ed Johnson at the Tyrone Town Hall on Thursday, July 8th to discuss sewer options for the Town of Tyrone. Also in attendance were Tyrone Mayor Eric Dial and Town Manager Kyle Hood.
- Held a meeting with Chief Scott Pitts on Thursday, July 8th to discuss organizational matters within the Police Department.
- Attended a Finance Committee Meeting on Thursday, July 8th to discuss the FY2017 Budget.
- Attended a meeting with Fayette Ventures (Bob Rolader) and engineer Brian Rochester on Thursday, July 8th to discuss a proposed rezoning/annexation project on the southside of the City. Also in attendance were Community Development Director Brian Wismer and Senior Planner Julie Brown.
- Held a breakfast meeting with Chamber CEO/President Carlotta Ungaro on Friday, July 9th.

- Attended a Fayette County Intergovernmental Committee (FCIC) meeting on Friday, July 9th at the Fayette Chamber of Commerce. Also in attendance from the City was Mayor Ed Johnson.

FINANCE & ADMINISTRATIVE SERVICES

Finance

- Continue to clean-up the 2016 Budget departmental line items.
- Preparing for Year-End close out.
- Updated the FY2017 Budget presented to the Finance Committee on July 7th.
- Awarded the bid for the Bill Printing and Mailing Services to:
 - Municipal Code Corporation (MCC)
- Utility Management Training was held via remote sessions.

Accounts Payable

- Keyed payment data for 95 invoices and processed payments to 65 vendors.
- Prepared 69 current week checks for pick up/ mailing
- Reviewed current incoming invoices and receivables.

Occupational Tax

- Received five (5) new business applications.
- Issued one (1) new business license.
- Collected \$11,705.75 for 2015 delinquent and new licenses.
- Collected \$11,280.22 from the Alcohol Beverage Sales.
- Collected \$2,364.86 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 \$16,653.90 in Sanitation and Stormwater revenues.
- Established Water and Sewer service for 61 new customers.
- Received \$77,889.61 in Water and Sewer revenues.
- Pilot Program: Delinquent Accounts Callout
 - Cut off report generated for cycle 5 on July 6th produced 78 delinquent accounts.
 - Out of the 78 accounts, 44 were called and 26 received tag through mail due to bad or no phone numbers.
 - Account Clerks received no calls from these customers.

Human Resources

- Personnel Issues
- Employment Opportunities
 - Fire Fighter: Opened May 2nd – until filled
 - Customer Service: Opened July 7th – until July 14th
 - Administrative Clerk: Opened July 7th – until July 14th
- Resumes Submitted: 5

- Fire Fighter: 3
- Customer Service: 1
- Administrative Clerk: 1
- Open enrollment Dates June 27 through July 6
 - EPIC was in-house July 5th from 8:00 am to 11:00 am.
 - 141 Employees were processed.
 - Medical Coverage Breakdown
 - 43 Lives (Employee)
 - 23 Lives (Employee and Child)
 - 13 Lives (Employee and Spouse)
 - 41 Lives (Family)
 - 20 Declined Medical Coverage
 - 1 new hire was processed during open enrollment. This employee is manually being enrolled.
- Completed administrator training for Employee Navigator.
- Went to Alpharetta to attend Traveler's Insurance introduction to their Workers Compensation.

Court

- # of citations received: **115**
- # of warrants issued (FTA & VOP): **0**
- # of citations (FTA) sent to DDS: **0**
- # of scheduled arraignment cases: **0**
- # of scheduled trial cases: **0**
- Total amount collected for the week: **\$24,535.10**

Information Technology

- GIS Projects
 - Worked with data from County for the following:
 - Imagery
 - Lidar
 - Orthos
 - DEMS
 - TINS
- Technology Projects
 - GL Data conversion data corrected and sent to New World.
 - Business License Data conversion data corrected and sent to New World.
- Police Technology Projects
 - Archived 1 month of icop videos to storage.
 - Downloaded 5 icop drives.
 - Downloaded 20 body cameras.
 - Cleaned out trash from the body camera server.
 - Archived body camera video to cloud storage.
 - Re-loaded 1 laptop.
 - Re-loaded 1 desktop

- Open Records Request
 - DVD Request of traffic stops and investigations: **5**
- Web Site Visits for the Week
 - Total pages viewed: **12,435**
 - Total unique pages viewed: **9,345** (Excludes Repeated Pages viewed)
- Average time spent on each page: **53 Seconds**
- Top 10 City Web Pages

1.	Official Website Main Page	1,814	16.57%
2.	Events	1,453	10.03%
3.	Jobs	848	4.37%
4.	Solid Waste	392	2.94%
5.	Search Results	350	2.47%
6.	Jobs	335	2.33%
7.	Police	297	2.24%
8.	Government	294	2.23%
9.	OnLine Payments	291	2.96%
10.	City Departments	288	1.93%

- Facebook Insights
 - Total Page Likes (Fans) 5,672
 - Total Reached 141
 - People Engaged 227
 - Fans
 - Women **77%**
 - Men **23%**

COMMUNITY & ECONOMIC DEVELOPMENT

Economic Development

- Met with Southern Conservation Trust to review a 30-day punch list prior to the grand opening, now scheduled for August 13th at 10:00 AM.
- Developed plans to recruit FM radio station to Downtown Fayetteville. Currently in negotiations.

Planning & Zoning

- Final preparation for zoning/FLU map updates to present to City Council on July 7th.
- Organizational meeting to discuss division of planning duties with staff and The Collaborative Firm.
- Continued discussions on Fayette Ventures annexation/rezoning. Currently working through the County objection.
- Reviewed multiple sign applications and code enforcement coordination for compliance with the City Code.
- Handled multiple customer/public inquiries for zoning uses.

Main Street

- Detailed preparation for The Commodores on July 9th.
- Worked with the City Attorney on amendments to the Growler section of alcohol ordinance.

DDA

- Prepared for the joint event with the HDF Museum and the County Library to show *Gone with the Wind* on July 16th at the library at 1:00 PM.

Building

- Number of Building Inspections Performed: **64**
- Number of Permits Issued: **14**
 - **0:** Building
 - Commercial Repair/Remodel: **0**
 - Commercial New: **0**
 - Residential Repair/Remodel: **0**
 - Residential New: **0**
 - **0:** Demolition
 - **4:** Mechanical
 - **1:** Utility Restoration
 - **0:** Foundation Only
 - **7:** Electrical
 - **1:** Plumbing
 - **0:** Land Disturbance
 - **1:** Fence
 - **0:** Pool
 - **0:** Low Voltage
 - **0:** Construction Trailer
- Plans Received: **0**
 - Commercial Repair/Remodel: **0**
 - Commercial New: **0**
 - Residential Repair/Remodel: **0**
 - Residential New: **0**

Code Enforcement

- Total Inspections: **31**
 - Proactive: **24**
 - Complaint: **7**
- Verbal Warnings: **2**
- Written Warnings: **0**
- Notice of Violations: **6**
- Stop Work Orders: **2**
- Citations Issued: **0**

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

Public Works

- Cleaned City Hall and Police Department.
- Cut and maintained the following areas:
 - Holiday-Fife Museum
 - Church Street Park
 - Depot Area
 - Patriot Park
 - Southern Ground Amphitheater
 - Highway 314
 - White Road
 - New Hope Road
 - Stonewall Avenue
 - Tiger Trail
 - Highway 54 East
 - Jeff Davis North
- Cut a few trees down at Church Street Park and Weatherly Drive.
- Completed road patching on Holly Avenue.

Sewage Department

- Average daily flow treated is 2.227 million gallons per day.
- Performed weekly maintenance at 26 lift stations sites.
- Responded to 1 sewer back-up.

Water Department

- Average daily flow of 1.940 of system demand.
- Installed 1 new meter.
- Repaired 4 water leaks.
- Performed water tap in Logan Park.
- Checked meter information for 10 locations.

Utility Locates

Located the water and sewer for 42 utility locate tickets.

POLICE DEPARTMENT

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

- **Drug Arrest:** An alert officer conducting a security check at Wal-Mart observed the odor of marijuana and upon investigation located an intoxicated person possessing a quantity of drugs in plain view in his vehicle. Subject was arrested without incident.
- **Deceased Person:** A 72-year old female was found deceased at her room at the Holiday Inn Express Hotel where she was lodging due to a house fire. Death appears to be due to natural causes.

- **Domestic Disturbance**: A domestic altercation took place at the Jeff Davis Apartments. One female was arrested without incident.
- **Burglary**: Incident happened at 150 Ridgewood Drive as the suspect forced entry through the rear door. The home owner stated nothing appears to be missing.
- **DUI**: 4 Arrest
- **Traffic**: 10 Arrests
- **Wanted Persons**: 3 Arrests
- **Drug Offenses**: 3 Arrests

Criminal Investigations

- On July 08, 2016 Detectives responded to a burglary at 150 Ridgewood Drive. The scene was processed and investigated. It appeared the suspect forced entry through the rear of the residence.
- On July 09, 2016 Detectives responded to 140 E Lanier Ave (Holiday Inn Express) for a deceased person call. The Scene was processed and investigated. The death appeared to be of natural causes.
- **Weekly Stats:**
 - Investigations assigned **6** cases this week.
 - Investigations cleared **5** cases this week.
 - **2** Call outs for investigators this week.
 - **1** Call outs for CID Supervisor's this week
 - **2** Call outs for crime scene investigators this week.

Office of Professional Standards

- The front office answered 124 phone calls, handled 47 walk-ins, and referred 26 accident reports and 9 incident reports. They processed 10 alcohol IDs and 4 impound releases, ran 9 backgrounds, 21 tags and 21 VINs.

FIRE DEPARTMENT

Operations

- **Incidents**: Units responded to 49 emergency calls for service during the week. Some of the most significant calls are as follows:
 - **100 Tahoe Drive**: Engine 92 and Battalion 9 responded to assist with a residential building fire in the county. E92 arrived first on scene of a two story residence over a basement with smoke showing from eaves and doors. E92 crew advanced hose lines into the structure with County personnel to initiate fire attack. After initial knock down on the fire, E92 remained on scene for assistance throughout overhaul operations. B9 assisted with accountability.
 - **105 Rising Mist Drive**: Engine 93, Truck 9, Battalion 9, and Fayette County Medic 4 were dispatched to the above location for a vehicle accident with entrapment. E93 arrived on scene to find one vehicle on its side with two patients trapped. E93 crew stabilized the vehicle and initiated extrication operations while awaiting arrival of Truck 9 personnel to assist. Both patients were successfully removed and transported by Medic 4.

➤ Projects/Training:

- The July 4th volunteer meeting was cancelled.
- Attended meeting with Southern Conservation Trust regarding punch list for grand opening.
- Held a strategy meeting with volunteer officers.
- Reviewed employment applications and set up interviews.
- Project to remove and replace the fire bay roof at Fire Station 91 was completed.
- Firefighter training class started on July 10 for probationary firefighter Robert Eidson.