



**City Manager
Monthly Report
Report Ending March 11, 2022**

POLICE

Upcoming Events (February 1, 2022 – April 30, 2022)

- Flock License Plate Readers and cameras will be added to the old Austin Elementary site soon
- Spring Firearms Training for the department is scheduled during the week of April 11-15, 2022.

Other Highlights:

- The North Metro SWAT team was called out to apprehend a fugitive wanted for Murder out of Ohio. When taken into custody, the suspect had a Draco 7.62 x 39 rifle in the front of his pants.
- The department's Crime Response Team conducted a Crosswalk detail at Womack and Mill Stream Court on February 17th and issued 12 crosswalk violation citations. A Distracted Driving detail was conducted on the same date at Chamblee Dunwoody Road at Mt. Vernon and issued 18 hands free violation citations.
- Councilwoman Catherine Lautenbacher participated in a ride-a-long on February 21st.

Workload/Activities:

- Officers responded to a Traffic Crash on I-285. An Officer was sitting behind a vehicle with his emergency lights on when his vehicle was struck in the rear by another vehicle. The Officer sustained minor injuries.
- Officers responded to a report of a Theft in Progress occurring at the mailboxes at the Jefferson Apartments. Officers stopped the suspect vehicle and arrested the offenders. A firearm and large amount of mail was located.
- Officers responded to a report of Shots Fired around Peachtree Industrial Boulevard. Officers could not locate any evidence of a shooting.
- Officers responded to a report of a Person Armed. The suspect knocked on the victim's door demanding money owed to her while holding a handgun. The gun was not pointed at anyone.
- Officers responded to an Overdose on N. Springs Drive. Officers discovered two males who were unconscious and turning blue. CPR was in progress when officers arrived. Narcan was deployed and both subjects were conscious and alert before being transported to the hospital.
- Officers responded to a report of a Crash on I-285. A 17-year-old driver swerved to avoid a vehicle driving in the roadway with no lights on and lost control. His 14-year-old brother was ejected from the car out of the rear window. Officers

deployed an AED and used CPR on the victim, but he was pronounced deceased at Eggleston.

- Officers responded to a report of a Person Down on I-285. Officers were able to locate a male subject unconscious in the roadway about 100 yards from his vehicle. Officers administered two doses of Narcan and the subject regained consciousness. He was transported to Northside Hospital.
- Officers responded to a report of a Sexual Battery at a massage parlor. After an investigation, the masseuse was placed under arrest for sexual battery.
- Officers were conducting a follow up investigation on a Theft and Assault call. Officers were able to arrest the suspect on Simple Assault. During the arrest, the suspect threatened to shoot the Officer in the knee cap.
- Officers were conducting patrols around Peachtree Industrial Boulevard and located a Runaway Juvenile out of Gwinnett County.
- Officers responded to a report of Entering Auto in Dunwoody Crossing Apartments and found eight vehicles that had been broken into. No suspects currently.
- Officers located a Stolen Auto at an apartment complex that was stolen during a carjacking in Rockdale County. The suspect abandoned a Mercedes and left the scene in a Bentley. The Bentley was located abandoned in Brookhaven.
- Officers received a License Plate Reader hit on a vehicle suspected of being involved in several catalytic converter thefts. The vehicle was located, and a suspect was arrested.
- Officers responded to a Road Rage incident on Ashford Dunwoody Road. A female driver pointed a gun out her window at another female driver. The suspect was located as she exited Perimeter Mall and was arrested.
- Officers responded to a report of a Sexual Battery. The victim alleges he was touched several times inappropriately.
- Officers received a License Plate Reader hit on a Wanted Person. The vehicle was located, and the driver was arrested.
- Officers received a report of a Rape that happened back in December and was being reported to Douglasville Police Department. Detectives are following up on the report.
- Officers responded to a report of Damage to Property at Brook Run Park. The restroom soap dispensers damaged, and the bathrooms were spray painted with black spray paint.
- Officers responded to a report of an Aggravated Assault at Dunkin Donuts on N. Peachtree. The 16-year-old manager got into an argument with a customer and brandished a handgun. The manager told the victim he was going to pop him while cocking the handgun.

- Officers received a License Plate Reader hit on a Wanted Person. Officers were able to locate the vehicle and arrest the driver.
- Officers responded to a report of a Burglary at the Peachford pharmacy for outpatients. The suspects were able to break into the building, but no drugs were taken.
- Officers responded to a report of a Pedestrian Hit by Auto at Ashford Dunwoody Road and Perimeter Center West. A pedestrian darted out into traffic and was stuck by a vehicle. The pedestrian refused transport to a hospital.
- Officers received a License Plate Reader hit on a Wanted Person. The vehicle was eventually located in the parking lot of Kroger and the wanted person was arrested.
- Officers responded to the area of Dunbar Drive in reference to three Suspicious Persons. When Officers arrived, all three male suspects fled on foot. One subject was located and arrested for Loitering & Prowling and Obstruction.
- Officers located a woman passed out behind the wheel of her vehicle intoxicated on Ashford Dunwoody Road. Her baby was in the back seat floorboard, and the woman was arrested.
- Officers received a License Plate Reader hit on a Stolen Vehicle. Officers were able to locate and recover the vehicle.
- Officers responded to a Trespassing call on Peachtree Industrial Boulevard and located a wanted person squatting in an empty apartment. The suspect had outstanding warrants for Burglary and Criminal Trespass.
- Officers located a Wanted Person who had a warrant outstanding for Probation Violation on an assault charge. The suspect passively resisted the handcuffs being placed on. Once handcuffed, the suspect tried to bang his head on the hood of the car and threatened to kill the Officers and their families.
- Officers responded to a Person Armed call on Peachtree Industrial Boulevard. After further investigation, it was determined that the stepfather of the victim shot at him during an argument with his handgun. The suspect was arrested for Aggravated Assault.
- Officers responded to 1850 Cotillion Drive to a report of a Fleet Crash involving a DeKalb County Fire Truck. The driver of the vehicle struck a call box to the apartment complex.
- Officers responded to a report of Shots Fired on Ashford Dunwoody Road. During the investigation, Officers discovered an unknown male stopped his vehicle in front of a parked Tesla and shot into the vehicle several times.
- Officers responded to a Loud Party call, which was upgraded to a Shots Fired call. Two different groups showed up at a party at the location and got into a dispute and last seen driving down Chamblee Dunwoody Road shooting at each other.

- Officers responded to an Overdose call. DeKalb Fire administered four doses of Narcan before the male regained consciousness. The male was transported to the hospital.
- Officers responded to a Disorderly Person call at McDonalds on Ashford Dunwoody Road. A customer became upset that her order was wrong. She then attacked the 17-year-old cashier by grabbing her hair and swinging her head around causing a patch of hair to come out. The customer also went around the counter and attacked the cashier causing a laceration on her head. The suspect was arrested the victim was transported to the hospital.
- Officers responded to a report of a Theft at Pernoshal Park. The victim was talking with friends about how much money he had in his backpack. The victim believes two suspects stole the backpack after he sat it down to play basketball. The amount of \$2,500 and a firearm were taken.
- While checking Brook Run Park, an Officer smelled marijuana in one of the restrooms. The suspect was located and cited.
- Officers responded to a report of a Burglary at the Dunwoody Food Mart. Suspects had ripped the front door off and attempted to steal the ATM machine but were unsuccessful.
- Officers responded to an Aggravated Assault call around Peachtree Industrial Boulevard. A juvenile male was walking home when a group of approximately 12 juveniles called him a name. One of the suspects pulled out a gun, which turned out to be a bb gun, and shot the victim multiple times.
- Officers received a License Plate Reader hit for a Wanted Person who was armed and dangerous. Officers were able to locate the suspect and take him into custody without incident.
- Officers responded to a report of an Overdose and life saving measures were initiated, but the victim died. Detectives are investigating.
- Officers received a License Plate Reader hit on a Stolen Auto. Officers were able to locate and recover the stolen U-Haul.
- Officers responded to a report of a Theft at Sunglass Hut. A heavyset black male stole 26 pairs of sunglasses valued at \$10,000.
- Officers responded to a report of an Attempted Suicide. Officers administered two doses of Narcan and the victim was transported to the hospital.
- Officers responded to a report of a Road Rage incident. A passenger or passengers of a dark colored vehicle on I-285 eastbound near Ashford Dunwoody Road shot at the victim. His vehicle had three visible bullet holes, but no one was injured.
- Officers responded to a report of Shots Fired at an apartment on Peachtree Industrial Boulevard. Officers found out a male subject, armed with a shotgun,

confronted a woman searching for her cat. The suspect discharged the shotgun into the ground. The suspect was arrested.

- Officers responded to a report of a Structure Fire. Officers located an elderly female who had locked herself out of her house after she fled because of a fire. Her husband was still inside, and Officers kicked in one door, but could not enter due to the large amount of smoke. Officers were finally able to enter the house through the front door, located the male victim, and drug him out of the house. Life saving measures were started by Officers and continued by DeKalb Fire and AMR. The victim is in stable condition.
- Officers responded to a report of an Armed Robbery on Tilly Mill Rd. The victim was getting into her car to go to work when a white van pulled up and blocked her in. Two black males exited the van, opened her front doors, and pointed a handgun at her demanding her belongings.
- Officers were dispatched to an Aggravated Sexual Battery call at Perimeter Mall. The 17-year-old victim reported that she was shopping when a male suspect grabbed the victim and sexually assaulted her using his hand. The suspect was located an arrested.
- Officers responded to an Unlawful Surveillance call at the Kroger. An unknown male subject was filming the victim using his cellphone while she was in the restroom. The victim confronted the suspect and he said he would delete the video. However, the victim observed other photos and videos and tried to detain the suspect. He knocked her down and fled the scene.

PUBLIC WORKS

Upcoming Events: (March 1, 2022 – May 31, 2022)

- Chamblee Dunwoody Road at Peeler Road Design Phase - Advertise Request for Proposals in April

Major Projects:

- Spalding at Chamblee Dunwoody Intersection- Construction 57 is working to complete the remaining sidewalk on Chamblee Dunwoody and the west side of Spalding north of Chamblee Dunwoody. Atlanta Gas Light completed the gas main relocation at the city limit. Traffic delays will continue in the vicinity of the intersection.
- Georgetown Gateway- Material shortages delayed Atlanta Gas Light's work on the new



Retaining Wall along Spalding Drive

gas main and Lewallen's progress on the storm drainpipe installation. The gas main is now expected to be completed in March. Comcast finished moving their overhead lines to the new pole north of Old Spring House Lane. AT&T is scheduled to begin moving their overhead lines in March, but relocation of their underground lines is pending completion of the gas main. Minor traffic delays will continue on Chamblee Dunwoody Road between 9 a.m. and 4 p.m.

- Winters Chapel Trail, Phase I - Atlanta Gas Light has completed the new gas main. Georgia Power has begun relocating their power lines. Minor traffic delays will occur on Winters Chapel Road on weekdays between 9 a.m. and 4 p.m.

Other Highlights:

- The department submitted the Annual Report for Stormwater Utility to the Georgia Environmental Protection Division. In 2021, the city evaluated 63,000 feet of stormwater pipe, completed 11 capital projects that repaired 2,800 feet of pipe, completed 285 maintenance work orders, and removed 223 tons of debris from roads and storm drains.
- The department is acquiring easements for the construction of the Dunwoody Road Sidewalk project.

Workload/Activities:

- The maintenance crews completed 11 stormwater work orders, 10 sidewalk repairs, 10 street repairs and 11 traffic signal repairs.

PARKS

Upcoming Events: (March 1, 2022- May 31, 2022)

- March 1, Women's History Month mural unveiling
- March 5, Farmers Market begins
- March 19, Snap! Dragon's Garden exhibit opens
- April 1, Step Challenge begins
- April 20-24, Lemonade Days
- May 5, Food Truck Thursdays begin
- May 14, Mother Son Dance
- May 21, Kids to Parks Day
- May 30, Memorial Day Ceremony

Major Projects:

- The Operations staff met with Central Fire Safety at city hall and N. Shallowford Annex to complete the fire line backflow testing.

- Programming staff met with Program Partners, Dunwoody Farmers Market and Dunwoody Homeowner's Association on major event advertisement for upcoming events.

Other Highlights:

- The first Daddy/Daughter Class for Valentine's Day was a huge success; registration sold out at 50 guests. The planning for Mother / Son Dance is underway.
- The first Dog Park Valentine Photoshoot sold out with 50 slots filled. A portion of proceeds benefited Brook Run Dog Park Association and plans for 'Dog Days of Summer' photoshoot is underway.
- Tofer Aschwege accepted the position of the new Parks Grounds Coordinator.

Workload/Activities:

- The department added 3 new non-profit groups at N. Shallowford Annex.
- The Brook Run Park Great Lawn Pavilion is 90% full for all weekends in March through September.
- The Programming Retreat was held in Alpharetta on February 15th. The staff visited Wills Park, Cogburn Park and North Park. The key findings included, potential programs for Seniors, band camps at Brook Run amphitheater and directional signage ideas for Brook Run Park.

COMMUNITY DEVELOPMENT

Upcoming Events: (January 2022 – March 2022)

- February 3rd: ZBA case 21-32 (deferred to April): Request from Chapter 16, Section 78 to allow a new home within the 75-foot stream buffer.
- March 3rd: ZBA case 22-01 (approved): Request from Chapter 27, Section 58 to allow an enclosed deck to encroach into the rear setback.
- ZBA case 22-02 (approved): Request from Chapter 16, Section 78 to allow encroachment into the 75-foot stream buffer to stabilize the streambank.
- April 7th: ZBA case 21-32: Request from Chapter 16, Section 78 to allow a new home within the 75-foot stream buffer.
- ZBA case 22-03: Request from Chapter 16, Section 78 to allow a fence in the stream buffer.
- February 8th - Rezoning, 4553 N. Shallowford (Recommended for Approval)
- There isn't a planning commission meeting in March due to lack of agenda.
- January 24th - Rezoning, 11 Ravinia (deferred): Rezoning to allow a new retail facility.
- February 14th - Rezoning, 11 Ravinia (approved)

- Rezoning, Perimeter Center Marketplace (deferred): Zoning modification to allow a new restaurant/retail building
- March 14th - Rezoning, 4553 N. Shallowford
- Rezoning, Perimeter Center Marketplace

Major Projects:

- The department completed 521 inspections.
 - The construction of the High Street is progressing with the foundation and utility work at three buildings.
 - The demolition and structural upgrades have started for the Campus 244 project.
 - Arrive Apartments is moving forward with inspections of buildings and building 3 is almost complete. Building 1 has passed all inspections and demolished the portion of building 2, which exploded. Plans have been submitted to rebuild the damage portion of the building.
 - The department issued 44 warnings, six citations and four stop work orders.
 - The department conducted 156 inspections, including 8 vacant properties.
 - The department removed 80 signs.
 - The staff attended two court cases.
 - The code enforcement officer attended GACE (Georgia Association of Code Enforcement) training to obtain certification.
 - The department had two code enforcement officers attended Carl Vinson Institute Zoning 101 training.
 - The department completed 64 site inspections and issued 5 Notices of Violation.
 - The department received 145 permit applications.
 - The department issued 114 permits.
 - The staff organized a community meeting for an office high rise at 246 Perimeter Center Parkway; the submittal of the SLUP application is expected in April.
 - The staff submitted the Bee City application for renewal.
 - The department had two planners that went to the Carl Vinson Institute Georgia Association of Zoning Administrators for training.
 - The department received the last of the bonds for the private roads system in Dunwoody Village Townhomes and secured the last of the tree planting. The last townhome was clear to close.
 - The staff celebrated Arbor Day with a public event at Brook Run Park.
 - The department received Tree City USA recertification for the 10th year in a row
 - The department issued 9 new business licenses.
- There were 492 business license renewals issued.

ECONOMIC DEVELOPMENT

Upcoming Events: (March 4, 2022 – April 30, 2022)

- March 17, Development Authority Board Meeting
- March 24, Edge City 2.0 Public Meeting
- April 30, Edge City Community Pop Up

Major Projects:

- The Edge City 2.0 planning process to create a shared economic vision for the Perimeter Dunwoody commercial market kicked-off with the first Stakeholder Advisory Committee meeting is March 3rd.
 - Public Meeting scheduled for March 24th from 6:00 p.m. to 8:00 p.m. at North Terraces.
 - Stakeholder Interviews occurring in March and April.
 - Community Pop Up is scheduled for April 30th from 10:00 a.m. to noon
 - Publication of Existing Conditions Report – Early April.
- The Economic Recovery Advisory Committee has been formed to advise the Mayor on longer-term strategies for systemic change that creates a more vibrant economy into the future.
 - Small Business & Entrepreneurship Program – The City has hired a consultant to create a strategy for a Small Businesses. The final report has been completed and we are moving forward with implementation.
- The department is working with the Dunwoody Development Authority, Discover Dunwoody, and the City of Dunwoody to identify long-term funding for experience-making activities throughout the City.
 - Sub-committee of partners will be meeting in March and April to discuss moving towards implementation.

Other Highlights:

- Economic Activity –
 - Carvana announced plans to hire 3,500 employees for their new Dunwoody Hub at Park Center I.
 - Lazy Dog Ribbon Cutting
 - Contender eSports Ribbon Cutting

Workload/Activities:

- The department conducted 86 business retention calls.
- The department conducted 21 business recruitment calls.

INFORMATION TECHNOLOGY

Upcoming Events: (March 2022)

- March 18, 2022 –Projected go-live for new phone system, awaiting confirmation
- March 22, 2022 - Comprehensive Security Assessment – onsite
- March 28, 2022 – Firewall Health Check with vendor
- To be determined – OnBase migration to cloud

Major Projects:

- The department is awaiting scheduling for the OnBase testing phase.
- The new phone system is tentatively scheduled for March 18th
- The connectivity for the New Parks Office Tech Configuration is scheduled for July.
- The Password Management demos have begun.
- The Information Technology Policy and Support Documentation is being drafted.
- The KnowBe4 Reconfiguration and Procedures are in progress.
- The GIS Helpdesk Creation/Configuration has begun.
- The DUO Security Project is in progress.
- The Request for Proposals (RFP) for new City application has begun.

Workload/Activities:

- The department has 303 helpdesk tickets opened.
- The department closed 273 helpdesk tickets.
- The department hosted 10 zoom meetings hosted this period.

Future Projects:

- Network and Power Redundancy
- Server Room Updates
- Sharepoint configuration
- ThreatLocker Project
- Huntress Project
- CISCO Umbrella Project
- Transition to OneDrive

MARKETING / COMMUNICATIONS

Upcoming events:

- Edge City 2.0: April 24th Open House, April 30th Perimeter Pop-up
- Ribbon cutting: Sankranti restaurant March 16th
- Youth City Council with Richard McLeod (March 17th)
- Perimeter area park groundbreaking: TBA

Highlights:

- Promoted Arbor Day, Edge City 2.0 Open House, Peeler Road Path, Electronics Recycling, Old Spring House Lane Path, Paving, Black History Month artists – press releases, social media, video
- “Inside Dunwoody” by City Manager Eric Linton: [March newsletter](#) focused on economic development & Edge City 2.0
- Wrote, designed, and submitted next Dunwoody Digest for printing: April – June 2022
- Ribbon cuttings: Lazy Dog, Contender eSports, Dunwoody Christian School, Functionize Health



Workload/Activities:

- Graphics: Edge City Open House, Recycling locations, Presidents Day, Lunar New Year, 2-22-22, March calendar ad for Crier & Reporter
- Designed 4Q quarterly report
- Created and shared D-news: [Feb. 11](#), [Feb. 18](#), [Feb. 25](#), [March 4](#); Dunwoody Ambassadors newsletter: [March](#).

February 2022 stats:

- The department issued 6 press releases and received 18 media inquiries, 28 articles: [link to coverage](#)
- The department produced 10 videos for social media: 20K total views (Village Crossroads was most popular); 2 Council meetings - 583 total Facebook views
- Top posts: (Facebook) Lemonade Days; (Twitter) Ashford Lane Food Hall; (Instagram) Village Crossroads

FINANCE

Upcoming Events:

- The Finance team will continue discussions and review of a final rule on American Rescue Plan funding and guidance, as well as reporting requirements.
- The accounts payable staff continues gathering vendor contact information to increase the number of vendors receiving payment from Dunwoody via Electronic File Transfer.
- The external auditors will begin work in March 2022.

Major Projects:

- The Finance and Human Resource departments vetted payroll systems to transition from Paycom.
- The Finance team distributed vaccine incentive gift cards for employees that participated in the COVID booster program.
- The department continued with preparation for the 2021 Workers' Compensation Payroll audit.
- The Invitation to Bid (ITB) 22-01 Chamblee Dunwoody Road at Womack Road Intersection Improvements opens Thursday, March 3, 2022, at 2 p.m.
- The Invitation to Bid (ITB) 22-03 Spalding Drive Storm Drain Crossing, Phase II Upgrade opens Friday, March 4, 2022, at 2 p.m.
- The department received four (4) bids for the Invitation to Bid (ITB) 22-02 Perimeter Center East Park Construction.
- The firms of Davenport & Company and PFM Financial Advisors were shortlisted for Request for Proposal 22-01 Financial Advisory Services.
- A Change Order No.4 was issued to Blount Construction Company, Inc. for 2022 Street Resurfacing and Reconstruction Roads Contract Extension for ITB 18-01.
- John Gates successfully completed all requirements for the Georgia Department of Transportation Office of Procurement Engineering and Design Procurement Policy and Procedure Training as a part of the Local Administered Project Certification.
- The Monthly Financial Report for January 2022 can be found at:
<https://www.dunwoodyga.gov/Home/ShowDocument?id=2145>

Other Highlights:

- Finance team members continue their professional development with online training.
- The department will continue with the hybrid remote and office work schedule.

- The Risk Program will schedule training for the Staff Committee with Georgia Interlocal Risk Management Agency (GIRMA). This was placed on hold due to COVID restrictions on meeting in person.

Workload/Activities:

- The staff will continue working with internal auditors with Nichols, Cauley & Associates on non-profit partnerships with the city.
- The department worked with Public Works to collect on monies owed from Dekalb and Georgia Department of Transportation.
- The department completed the Equitable Sharing Annual Report for compliance with the U.S. Department of Justice.

MUNICIPAL COURT

Workload/Activities:

- The department disposed of over 382 cases and reset 56.
- The department audited and prepared unsuccessful Pretrial Diversion cases for noncompliance hearing.

CLERK

Workload/Activities:

- The department processed 351 open records requests in the month of February.
- The department processed 10 contracts in the month of February.
- The department prepared all agendas, summaries, minutes, and associated procedures for the following meetings that were held during the month of February:
 - ✓ One Audit Committee meeting
 - ✓ Two City Council meetings
 - ✓ One Dunwoody Art Commission meeting
 - ✓ One Development Authority meeting
 - ✓ Two Public Facilities Authority meetings
- The financial transactions and expenditures for Council and Clerk's office have been reviewed and approved for February.

HUMAN RESOURCES

Upcoming Events:

- Human Resources has coordinated an employee appreciation breakfast for this spring.



MONTHLY REPORT
REPORT ENDING MARCH 11, 2022

Other Highlights:

- The city has filled a Police Service Representative position.
- The city is recruiting for Police Officers, one Police Service Representative and one Human Resources Generalist. Multiple candidates are in the background phase.
- The annual performance evaluations are taking place.
- Human Resources is working on annual updates to the Employee Handbook.