




MONTHLY MANAGEMENT REPORT

TO: Honorable Mayor William “Bill” Edwards and City Council Members

FROM: Odie Donald II, City Manager 

DATE: June 21, 2018

SUBJECT: Monthly City Manager Report to Elected Officials – May 2018

Presented within the framework of the Council’s five strategic goals, this report provides progress updates and efforts for the month of May 2018.

1. Improve Parks and Recreation

May efforts to ensure a complete recreation and parks system transition included a combination of recreation programming, park maintenance and improvement projects, and planning for the development of a Parks Master Plan. Highlights/accomplishments include:

Department Transition

Parks & Recreation successfully transitioned to the City of South Fulton on Monday, May 28, 2018.

- **Staffing:** 63 employees transitioned; 7 budgeted vacant positions are currently being recruited. All staff have received new COSF uniforms.
- **IT Transition:** CivicRec has been implemented and is live and in use by the Recreation staff. IT Transition Task are ongoing.
- **CivicRec:** CivicRec has been implemented and is live and in use by the Recreation staff.
- **Operations:** Daily operations are moving forward with no disruption.
- **HVAC Repairs at Welcome All Park (WAP):** HVAC repairs are ongoing to replace the chiller unit at WAP. A temporary chiller was installed May 14th to ensure residents and staff had access to air conditioning as the installation of the new unit is being completed.
- **South Fulton Tennis Center:** HVAC repairs are in process at the South Fulton Tennis Center (SFTC) and near completion.

Park Maintenance

- **Landscaping:** Landscaping crews are cutting parks on regular rotation averaging ~ 350 acres a week.
- **Daily Checks:** Maintenance staff conducts daily checks and litter pick-up on a rotational schedule.
- **Work Orders:** Fulton County’s Dept. of Real Estate and Asset Management (DREAM) remains responsible for designated repairs to County facilities that were logged prior to the May 28th transition date. The Parks maintenance division tracks, monitors, and assists with those repairs to parks facilities through a work order system maintained by

DREAM. There remain outstanding work orders for parks in the DREAM system that are being monitored daily.

Master Plan Process

The City is actively researching information relative to effective methodologies and strategies to develop parks master plans. Once transition has concluded, staff will codify the process in coordination with Council.

Recreation Programming

- **2018 Youth Baseball:** 2018 Youth Baseball is underway at Old National, Sandtown, and Welcome All Parks.
- **Parent Information Meetings:** Parent meetings are scheduled throughout June to provide insights into improvement's and required compliance activities currently being implemented for Parks & Recreation Youth Athletics as required by the City.
 - **June 4th** at Welcome All Park Multipurpose Center
 - **June 5th** at Sandtown Recreation Center
 - **June 7th** at Burdett Recreation Center
- **Coach Certification (Mandatory):** Coach certification includes Background Checks, Concussion and Heat & Hydration training by Children's Health Care of Atlanta, as well as CPR/First Aide certifications. Scheduled activities for June include:
 - **June 9th** at Burdett Recreation
 - **June 16th** at Burdett Recreation
- **Summer Camp 2018:** Camp begins Monday, June 4th at Burdett, Clifondale, Sandtown, and Welcome All Park and will run weekly through July 27th.
- **List of upcoming events**
 - **Divine Nine Road Race: June 9th at Welcome All Park**
 - **Evening with Councilwoman Rosie Jackson:** June 22nd 6:00pm at Burdett Recreation Center
 - **Tax Assessors Meeting (Councilwoman Jackson):** June 25th 6:30pm to 8:00pm at Burdett Recreation Center
 - **Power of Credit Seminar (Councilwoman Gumbs):** June 23rd 1:00pm at Clifondale Community Building
 - **Employee Engagement Event:** June 29th 11:00am to 2:00pm at Trammell Crow Park
 - **Budget Open House Meeting – June 30th 9:30am to 12:30pm** at Burdett Recreation Center
 - **Budget Open House Meeting – July 17th 6:30pm to 8:30pm** at Welcome All Park
 - **Wakanda in the Park:** July 20th 7:00pm at Welcome All Park
 - **Evening with Councilwoman Rosie Jackson:** July 27th TBD at Burdett Recreation Center
 - **Health Expo & Celebrity Basketball Game:** July 28th at Welcome All Park
 - **Parks & Recreation Open House Event:** TBD

2. Improve Public Safety – Code Enforcement, Police and Fire

May efforts to improve public safety within Code Enforcement, Police, and Fire Department. Highlights/accomplishments include:

Code Enforcement and Code Board

Tell Line Calls

- 1,860 (YTD)
- 446 (May 2018)
- Resolved –Our current Edmunds system doesn't link each TELL line call to a case number making this a challenge to determine if each call has been resolved; thus, making the connection impossible. Staff believes that the "SeeClickFix" program will assist in this endeavor. Also, not all TELL Line complaints are within Code Enforcement's daily responsibilities and may be forwarded to other Departments and/or agencies.

Violations

- 9,808 (YTD)
- Open cases-5557
- Closed cases-1251

Code Enforcement Board

- 220 Cases (YTD)
- Average Cases: maintenance of property (trash, debris and high weeds), junk vehicles, property maintenance violations

Municipal Court

- 32 cases (YTD)
- Average Cases: property maintenance, junk cars, and zoning violations

Magistrate Court

- 9 cases (YTD)
- Average Cases: property maintenance, zoning violations

Fire Department

CRR - South Fulton Fire Rescue Monthly Report- May 2018		
Fire Rescue Activities	Current Month	YTD
COLUMN #1:		
Emergency Call Volume		
Fire	34	119
Overpressure Rupture, Explosion, Overheat	3	7
EMS/Rescue	781	2363
Hazardous Condition	26	91
Service Calls	136	413
Good Intent Calls	159	458
False Alarms & False Calls	94	246
Severe Weather/Natural Disaster	1	13
Special Incident Types	0	4
Non-Specific	7	25
Total	1,241	3,675
Average Response Time	6:37	6:36
COLUMN #2		
Community Risk Reduction (CRR) Activities		
Company Level Inspections	118	226
CRR Final and Existing Business Inspection Requests	28	55
Company Level Inspections - Vacant Buildings	19	41
COLUMN #3		
Fire Safety Education		
Number of Classes	0	69
Number of Students	0	2,140
Number of Special Events	5	138
Number of Persons Contacted	850	937
Number of Facilities Visited and Educated	5	22
Number of Apparatus Requests	6	35
COLUMN #4		
The Smoke Alarm Blitz was held on March 27th, 2018 at the Hidden Valley		
Subdivision with Station 1/A in College Park, Ga.		
Homes Visited	45	1155
Smoke Detectors Installed (via fire station requests)	25	100
Smoke Detectors Given to the Public (via Fire Stations)	5	28
The Smoke Alarm Blitz was held on April 25th, 2018 at Forest Down Sudiv		
from 5:30 - 8:00 pm with Station 1 assisting.		
COLUMN #5		
Fee Schedule Collection		
Fire Safety Inspections		\$ 7,350.00
Personal Care Homes/ Day Care Inspections	\$ 625.00	\$ 900.00
Fire Alarm Reviews	\$ 627.00	\$ 938.50
Fire Sprinkler Review	\$ 30.00	\$ 2,546.10
Blasting Permits	\$ 600.00	\$ 1,875.00
Open Records Request	\$ -	\$ 5.00
Special Events	\$ -	
Combustible Permits	\$ -	\$ -
Fireworks Permits	\$ -	\$ -
Business Inspections	\$ -	\$ -
Burn Permits		\$ 1,500.00
Tent Permit		
Fire Extinguisher Training	\$ -	\$ -
Payments Received in 2018 for 2017 Services	\$ -	\$ 7,350.00
2018 Year-To Date Total		\$ 7,764.60
Fee Schedule Collection Total for 2018		\$ 15,114.60

Updates

Currently, the Mutual Aid agreement w/Union City has reviewed by the City Attorney and has been returned to Union City. Staff has also begun to work on the MOU with the City of Fairburn.

Police Department

Offense	May 2018
Burglary	52
Aggravated Assault	47
Robberies	19
Rape	3
Homicide	3**
Motor Vehicle Theft	74
Theft from Motor Vehicle	116
Shoplifting	51
Arson	1

**Homicides

Incident Date	Location	Disposition
5/16/2018	7745 Spence Road	Cleared by Arrest
5/19/2018	Hwy 138 & Westbridge	Cleared by Arrest
5/29/2018	2952 Two Lakes Circle	Suspects Identified Warrants Issued

- Hired 6 POST Certified Police Officers
- Received 5 New Police Vehicles

3. Economic Development

May efforts to improve Economic Development. Highlights/accomplishments include:

Business License

- **Processed Applications**
 - 84 (Jan 2018 – May 2018)
- **Renewed Applications**
 - 1,242 (Jan 2018 – May 2018)
- **May 2018 Issued Building Permits**
 - 115 (Jan 2018 – May 2018)
- **Total COSF Businesses**
 - 1,328 (Jan 2018 – May 2018)

Permits and Buildings

- **2017 Issued Building Permits (07/3/17 – 12/2017)**
 - 1,017 Permits
 - 455 Residential

- 8 Commercial/Industrial
- 544 Misc.*
- **2018 Issued Building Permits (1/1/18 – Current)**
 - 957 Permits
 - 407 Residential
 - 9 Commercial/Industrial
 - 541 Misc.*
- **May 2018 Issued Building Permits**
 - 200 Permits
 - 82 Residential
 - 2 Commercial/Industrial
 - 116 Misc.*

*Misc. permits would include, but not limited to, fence, pool, plumbing, trade, electrical.

Geographic Information System

	Maps	Addressing	Demographic s	Data Analysis	Deed/Plat Research	TOTAL Requests/ Mo
2017 TOTAL	19	18	5	22	12	76
2018 YTD	41	43	14	72	70	240

- The City has approved the purchase of the ESRI Enterprise License Agreement for GIS software and Microsoft Azure cloud managed services for the GIS server infrastructure. We are in the initial stages of implementation including launch meetings and planning rollout strategy sessions.

4. Planning – Review and Update Comprehensive and Land Use Plan

May efforts to review and update the City's Comprehensive and land Use Plan. Highlights/accomplishments include:

Planning and Comprehensive Plan

The City has been designated with the status of Qualified Local Government, which allows the 2035 Comprehensive Plan to be tailored to the new city boundaries. Staff will host a Work Session on June 26, 2018 to assist Mayor and Council with edits focused on land use and other areas of consideration. Staff will provide an overview of the proposed process during the June 5, 2018 Work Session of Mayor and Council.

5. Create and Implement Branding and Messaging

May efforts to create and implement branding and messaging in support of the City include:

I. Website Launch

Host	Soft Launch Date	Hard Launch Date	311 System PR Activities
CivicPlus	TBD	TBD	Press Release Social Media Campaign E-Newsletter

II. “The South Fulton Monthly” E-Newsletter

Current Number of Subscribers	Frequency	Host	Second Issue
2,255	Monthly	Constant Contact	June 25th

III. National Night Out



IV. COSF Social Media



V. COSF in the News

<u>Media Outlet</u>	<u>Date</u>	<u>Article Title</u>	<u>Link</u>
CBS 46	May 15 th , 2018	South Fulton's Amazon Pitch	http://www.cbs46.com/clip/14350070/south-fultons-amazon-pitch
CBS 46	May 15 th , 2018	South Fulton police equipment agreement	http://www.cbs46.com/story/38197460/south-fulton-police-equipment-agreement
South Metro Neighbor	May 17 th , 2018	South Fulton, city manager get state, regional notice	http://www.mdjonline.com/neighbor_newspapers/south_metro/news/south-fulton-city-manager-get-state-regional-notice/article_ef6f1c08-59fc-11e8-a115-73cbd1c6a68d.html
Fox 5 News	May 22 nd , 2018	Police: Woman shot several times in South Fulton	http://www.fox5atlanta.com/news/police-woman-shot-several-times-in-south-fulton
11 Alive News	May 22, 2018	Woman shot multiple times in South Fulton; gunman on the run	https://www.11alive.com/article/news/crime/woman-shot-multiple-times-in-south-fulton-gunman-on-the-run/85-557019574
Fox 5 News	May 24 th , 2018	South Fulton Family Dollar armed robbery	http://www.fox5atlanta.com/news/south-fulton-family-dollar-armed-robbery

South Metro Neighbor	May 24 th , 2018	BOLO: South Fulton police seek armed robber	http://www.mdjonline.com/neighbor_newspapers/south_metro/news/bolo-south-fulton-police-seek-armed-robber/article_66a93boa-5f75-11e8-96c6-5775f36dceb5.html
11 Alive News	May 25 th , 2018	Police ask for help finding missing woman out of South Fulton	https://www.11alive.com/article/news/local/missing-in-georgia/police-ask-for-help-finding-missing-woman-out-of-south-fulton/85-558143774
Channel 2/WSB-TV	May 25 th , 2018	Woman with paranoid schizophrenia missing from South Fulton home	https://www.wsbtv.com/news/local/south-fulton-county/woman-with-paranoid-schizophrenia-missing-from-south-fulton-home/756301966
Fox 5 News	May 25 th , 2018	South Fulton Police searching for missing woman with medical condition	http://www.fox5atlanta.com/news/south-fulton-police-searching-for-missing-woman-with-medical-condition
South Metro Neighbor	May 25 th , 2018	South Fulton police issue Mattie's Call	http://www.mdjonline.com/neighbor_newspapers/south_metro/news/south-fulton-police-issue-mattie-s-call/article_8ee29d98-6031-11e8-a3ac-eb3aac2f1dc9.html
AJC	May 25 th , 2018	City of South Fulton launches 'community walk'	https://www.ajc.com/news/local/city-south-fulton-launches-community-walk/onWFxVtWZhaLK1DkqMKJaO/
Fox 5 News	May 29 th , 2018	Shooting in City of South Fulton leaves 2 teens dead, 1 injured	http://www.fox5atlanta.com/news/overnight-triple-shooting-in-city-of-south-fulton
11 Alive News	May 29 th , 2018	Teen killed in South Fulton triple shooting had just gotten job at Chick-fil-A, mom says	https://www.11alive.com/article/news/crime/teen-killed-in-south-fulton-triple-shooting-had-just-gotten-job-at-chick-fil-a-mom-says/85-559675601
11 Alive News	May 29 th , 2018	'I watched my baby friend die.' Violence in South Fulton neighborhood leaves residents defeated	https://www.11alive.com/article/news/crime/i-watched-my-baby-friend-die-violence-in-south-fulton-neighborhood-leaves-residents-defeated/85-559582673

Georgia News Day	May 29 th , 2018	3 shot, 2 dead in overnight shooting in City of South Fulton	https://www.georgianewsday.com/news/atlanta/464953-3-shot-2-dead-in-overnight-shooting-in-city-of-south-fulton.html
Channel 2/WSB-TV	May 29 th , 2018	Teen killed in triple shooting had just started first job at Chick-fil-A	https://www.wsbtv.com/news/local/south-fulton-county/2-dead-in-triple-shooting-in-south-fulton-county/758710418
CBS 46	May 29 th , 2018	Two dead, juvenile injured after triple shooting in South Fulton	http://www.cbs46.com/story/38294658/two-dead-juvenile-injured-after-triple-shooting-in-south-fulton
South Metro Neighbor	May 29 th , 2018	South Fulton triple shooting leaves two dead, one injured	http://www.mdjonline.com/neighbor_newspapers/south_metro/news/south-fulton-triple-shooting-leaves-two-dead-one-injured/article_ofd5747a-6343-11e8-847f-5fb68ec37443.html
My AJC.com	May 29 th , 2018	2 teens killed, 1 injured in South Fulton shooting	https://www.myajc.com/news/breaking-news/breaking-dead-injured-south-fulton-shooting/6zqhPdD8UdsHIWnhthVJgM/
WSB Radio	May 29 th , 2018	Teen Killed In Triple Shooting Had Just Started First Job At Chick-Fil-A	https://www.wsbradio.com/news/local/teen-killed-triple-shooting-had-just-started-first-job-chick-fil/z7loDdoS3TGgntyfnYayK/
11 Alive News	May 29 th , 2018	Triple shooting in South Fulton leaves two dead, one injured	https://www.11alive.com/article/news/local/triple-shooting-in-south-fulton-leaves-two-dead-one-injured/85-559381880
South Metro Neighbor	May 30 th , 2018	Gluten-free diet changes life in South Fulton	http://www.mdjonline.com/neighbor_newspapers/south_metro/community/gluten-free-diet-changes-life-in-south-fulton/article_0a44bbce-636b-11e8-8601-ob90248d5449.html
AJC	May 30 th , 2018	Teen killed in triple shooting had just started first job at Chick-fil-A	https://www.ajc.com/news/local/teen-killed-triple-shooting-had-just-started-first-job-chick-fil/VCm9wJtGE2go47emfJ48wO/

Fox 5 News	May 30 th , 2018	Police: Gunman fires on South Fulton home in retaliation for triple shooting	http://www.fox5atlanta.com/news/gunman-fires-on-south-fulton-home-near-earlier-shooting
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VI. Mayor's Community Walk

a. Summary:

- i. Mayor's Walk is a monthly activity that is focused on increasing access to City services, improved community relations, and proactively addressing community issues. Each month administrative staff, community stakeholders, and other interested parties will walk key corridors throughout the City to introduce key staff and available services, receive stakeholder feedback, and address problems in real time. Council Members are encouraged and welcomed to join the walks, especially those taking place in your District.

b. Upcoming Dates: See Calendar Below

May						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

June						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

July						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



2018 Calendar

May	June
30th: Cascade Corridor Time: 1:00pm-3:00pm	27th: Old National Corridor Time: 1:00pm-3:00pm
July	August
25: TBD Time: 1:00pm-3:00pm	22nd: TBD Time: 1:00pm-3:00pm
September	October
26th: TBD Time: 1:00pm-3:00pm	24th: TBD Time: 1:00pm-3:00pm
November	December
28th: TBD Time: 1:00pm-3:00pm	19th: TBD Time: 1:00pm-3:00pm

Finance

Please find below an overview of the City's income and expense report through May 31, 2018.

City of South Fulton					
Income and Expense Report					
For the month and Period ending May 31st 2018					
Account Id	Account Description	FY 18 Amended Budget	May	Oct - May	% of Budget
Revenue					
100-31	Taxes	40,955,626.00	2,242,907.62	32,729,248.08	79.9%
100-32	Permits and License	1,195,000.00	225,825.23	1,100,958.40	92.1%
100-33	IGA Agreement		308,333.33	1,277,164.35	0.0%
100-34	Charge for Services	730,000.00	17,602.14	308,181.39	42.2%
100-35	MUNICIPAL COURT	200,000.00	34,330.16	125,197.17	62.6%
100-36	Interest Income (Loss)	300.00	9.25	(4,488.85)	-1496%
207-38	Insurance Reimbursement		3,723.45	9,540.40	0.0%
208-37	Donations		5,650.00	5,650.00	0.0%
275-31	Hotel/ Motel		13,669.19	26,280.18	0.0%
100-12	Debt Service	22,000,000.00	18.77	13,423.70	0.0%
Total Revenues		43,080,926.00	2,852,069.14	35,591,154.82	82.6%
Expenses					
100-1110	GOVERNING BODY	11,959.50	(7,966.93)	-	
100-1111	District 1	33,488.58	4,233.48	23,680.78	71%
100-1112	District 2	33,488.58	2,464.80	19,560.02	58%
100-1113	100-1113	33,488.58	4,913.52	18,333.03	55%
100-1114	100-1114	33,488.58	2,724.27	13,996.87	42%
100-1115	District 5	33,488.58	4,394.30	25,423.75	76%
100-1116	District 6	33,488.58	3,237.12	19,023.37	57%
100-1117	District 7	33,488.58	3,925.71	21,295.24	64%
100-1130	CITY CLERK	662,825.00	38,726.04	319,164.75	48%
100-1310	MAYOR	148,797.00	10,196.13	80,462.42	54%
100-1320	CITY MANAGER	527,295.00	20,524.95	209,410.10	40%
100-1511	FINANCE AND ADMINISTRATIVE SERVICES	988,184.00	60,513.77	404,689.46	41%
100-1516	Licensing	191,738.00	13,335.74	108,412.01	57%
100-1517	PURCHASING	250,000.00	10,370.08	65,993.01	26%
100-1530	Law	500,000.00	42,496.30	374,526.73	75%
City of South Fulton					
Income and Expense Report					
For the month and Period ending May 31st 2018					

Should you need further information regarding this correspondence, please contact Odie Donald II at odie.donald@cityofsouthfultonga.gov.