



City Manager Update

September 6, 2022



UPCOMING COMMUNITY EVENTS/PROGRAMS

1. August 10 - October 18: Chamblee 101
2. September 5: Big Peach Sizzler
3. September 6: Chamblee Ambassador Program Meetup
4. September 10: Skyland Trail 5k
5. September 13: NPP Lunch and Learn – Board Development featuring Ann Cramer
6. September 17: Electronics Recycling

GOAL A: CREATE A GREATER SENSE OF COMMUNITY IDENTITY

The focus of this strategic goal is to promote the city as a unique place with which residents are proud to identify. We are unpretentious and proud of the hard work ethic that has been developed from a history that spans from farms to industry. We are an inclusive community that is a destination where you can start your career, open your business, raise your family, and retire. We will achieve our goal through implementing objectives that reinforce and promote our city brand in a way that defines who we are and draws people who are in alignment.

1. City Hall:
 - a. Completion date of the new city hall has been pushed to September 16 due to supply chain delays on rebar and concrete for the west side (back end) retaining wall that must be installed to obtain a Certificate of Occupancy.
 - b. Furniture installation has been completed on all floors; a punch list has been created with modifications and necessary exchanges/issues.
 - c. GMC is currently working on alternative designs to creatively disguise manhole covers for the stormwater system on the front plaza.
2. Staff is currently applying for recertification through ARC's Green Communities. Application is due October 7.
3. Chamblee 101 completed the fourth week on Wednesday, August 31st. Week two included a presentation from Community Engagement and week three and four included presentations from Economic Development and Planning and Development.
4. City Website:
 - a. Revize submitted the changes to the design as recommended by staff. Staff will review the changes and submit final comments.

- b. Code Conspirators (CC) hosted the final meeting with departments on Thursday, August 25th. They have drafted a list of new material they wish to create content for. Staff will review the list and decide if CC will move forward with the content creation. In the meantime, CC will work to finalize the sitemap to present to staff.
5. The Nonprofit Partnership Program hosted the Let's Talk About Volunteer Recruitment, Management, and Retainment roundtable discussion on Tuesday, August 9th. The nonprofits in attendance include Blue and Gold Foundation, Center for Pan Asian Community Services, Dresden Elementary School Education Foundation, Holiday for Heroes, Keep Chamblee Beautiful, Miles 4 Cystic Fibrosis, Peachtree Creek Greenway, Sheltering Arms, Southeast Fiber Arts Alliance, and St. Vincent de Paul.
6. The Chamblee Ambassador Program kicked off on Tuesday, August 23rd with a Facebook post. September 6th will be the first meeting to kick off the program.
7. Staff has made progress in drafting the community almanac for the Neighborhood Engagement Program. Using Community Analyst – a web-based tool to gather data – staff will have a draft that will include readily available data before the end of September. Tentatively, the first meeting is scheduled in the month of November.
8. The final concert of the Chamblee Summer Concert Series was hosted on August 26th. Staff is compiling information to create an event summary memo.
9. Discover Chamblee held a meeting on August 24th to discuss:
 - a. Introduction of Siri Emereje, Marketing Communications Manager for Discover DeKalb
 - b. Taste Around Town/Taste of Atlanta – Community Support
 - c. DeKalb County Bicentennial Publication
 - d. Discover Chamblee Magazine
 - e. Atlanta & Company – Buford Highway Restaurant Spotlight
10. Staff has begun preliminary meetings with CGI Digital to begin the process of video production. In addition to video production, CGI Digital has a banner program that offers free banners to municipalities. Chamblee has been selected to participate in this program as well. Staff will begin the process with the service agreement and will launch the program after the video production process has begun. In the meantime, staff has created drafts of banners that can be used for the fall season.
11. E-Signal Report
 - a. Last distribution: August 5, 2022
 - i. Recipients: 3,292
 - ii. Opens: 1,176
 - b. Next distribution: September 2, 2022

GOAL B: SUPPORT A THRIVING BUSINESS ENVIRONMENT

The focus of this strategic goal is for the City to be responsive to the needs of current businesses as well as co-create programs and policies that support sustainable growth. Chamblee will create a business climate that has a sustainable mix of uses (retailers, companies, and industry) that provides a mix of jobs for all skill levels and career stages. Chamblee will become known in metro Atlanta as a great place to do business, as an affordable place to live at every stage of life, and for its unique blend of tradition and innovative spirit.

1. Staff met to discuss new scope of work with HdL for occupation tax licensing discovery and compliance. That scope of work with HdL should kick off in October.
2. Staff is working to send out email notifications to massage and spa establishments to update them of the new ordinance changes and provide information on the annual renewal process that will begin in September.
3. The Planning and Development Department issued the building permits for the Chamblee Manor mixed-use project located at 5180 Peachtree Blvd, et. al. at the corner of Peachtree Blvd and Sexton Woods Dr.
4. The Publix ribbon cutting took place on Wednesday, August 24th at 6:45am with the Economic Development Director and several City Council members in attendance.
5. Chamblee Business E-Newsletter Report
 - a. 311 contacts; 290 subscribers
 - b. Topic sent on August 18: Nominate your business today and be the next Georgia Small Business Rockstar
 - i. 39.2% open rate (Peer average is 39.1%, list average is 31.3%)
 - ii. 3.5% clicks (Peer average is 8.0%, list average is 2.5%)

GOAL C: PROMOTE A HEALTHY AND SAFE LIVING ENVIRONMENT

The focus of this goal is two-fold. First, to create an active and sustainable community that does not sacrifice assets or commodities that have future value for today's economic development or political gains. Secondly, we want to create and maintain a feeling of safety where people feel secure to live and participate in our community.

1. The Georgia Initiative for Community Housing (GICH) Housing Team met on August 16th to discuss the program structure and next steps in the process. A site visit by the GICH selection committee will be held on September 7th.
2. As part of the Green Communities program, staff distributed LED lightbulbs at the concert on August 26th.
3. Planning and Development staff heavily monitored the site and surrounding area for the Lumen mixed-use development that is under construction at 2175 American Industrial Way behind Southbound, due to repeated activities in and affecting the City's right-of-

way. This is following the issuance of a Stop Work Order (SWO) and Notice of Violation (NOV) to the general contractor for the repeated activities in or affecting City right-of-way.

4. Sanitation Division:

a. Staff completed 9 special pick-ups

b. *Vehicles out of Service:*

- i. Unit # 96PW Single Man Leaf Collector (Wiring Harness & valve body)
- ii. Unit # 154PW Knuckle Truck (Hydraulic hose fitting leaking)
- iii. Unit # 152 Sweeper Truck (Valve body leaking and PM Service Due)
- iv. Unit # 68PW ParKan (Charging System problem)

GOAL D: DEVELOP AND MAINTAIN STRONG MULTI-MODAL CONNECTIONS

The focus of this goal is to improve and maintain a strong level of connectivity in the community; remembering that there are multiple forms of transportation that are and will be valued in the future. Chamblee will be a walkable and connected community where people have several options for getting around, both within the city and to important destinations outside the city.

1. Planning and Development staff attended a MARTA mobile transit tour on Buford Hwy to learn about and discuss plans and possibilities for rapid and commuter transit along the corridor.
2. FAA has provided approval to move forward with the Chamblee Tucker Path design. This is a TIP funded project.

GOAL E: PROVIDE QUALITY GOVERNMENT SERVICE THROUGH PARTNERSHIP AND COOPERATION

Chamblee is a well-managed city that works cooperatively with adjacent governments to reach common goals. The city believes in transparent government that actively strives to positively engage all citizens and community groups.

1. New Hires: Two new receptionists, Jasmine Smith and Johana Mendoza, began on 8/29. Both are currently working on a part-time basis and will be providing coverage at the front desk and eventually the new service counter in the new city hall.
2. Workplace Conduct Training was provided to all city employees the week of 8/22 through GMA and LGRMS (Local Government Risk Management Services).
3. An employee appreciation event was hosted on Wednesday, 8/31 with King of Pop. A popsicle cart was brought to each city facility and staff was able to catch up with each other and get some popsicles.

4. Staff is coordinating with Related Group project to host an open house conversation among partners (Keswick HOA, Related Group, Elaine Clark Center) as Related prepares to move forward with installation of Rail Trail segments on their project site and connecting into existing Rail Trail.
5. The PATH Foundation and the City held two trail master plan open houses on August 18th and 23rd. Over eighty people from Chamblee and the surrounding areas provided information on where they live or work; destinations/desire points for the trail to connect; and obstacles/barriers/conflicts they see for trail connectivity in the City.
6. Parks and Recreation Staff, along with board members from Keep Chamblee Beautiful (KCB) toured the Dresden Elementary School property to discuss wants, needs, and desires for landscaping projects. KCB is applying for a non-profit partnership grant and would like to use the funds to do landscaping projects around the school.
7. Lose Design held a kickoff meeting with staff to review the Dresden Park planning process, project schedule, programming discussion, and general housekeeping items.
8. Homelessness Initiative & Comprehensive Plan:
 - a. Staff facilitated 6 clinician referrals through the Co-Responder Program.
 - b. The Mercy Care PATH program has been reactivated and is in Chamblee one morning per week.

SEPTEMBER AGENDA ITEMS:

1. PZ2022-1031 – Chamblee Tap Room – 3509 Broad St. **Public Hearing**
2. Annual Benefits Renewal: Human Resources is working with Peachtree Benefit Group to finalize options for 2023 Benefits Renewal. A memo will be sent to council next week regarding process considerations and plan options, as well as timeline and next steps in coordination with the total compensation and pay study being conducted by Find Great People. Human Resources is also wrapping up final review of job descriptions with FGP so they can finalize the market assessment and pay range updates for each position. Updates will be included in a memo to council regarding the benefits renewal, as mentioned above.
3. Short-term Rental Ordinance
4. Service Delivery Strategy Update: Staff is working to update this with Dekalb County; an updated resolution will be on the agenda in September.
5. Dresden Park Streambank Restoration: Bids have come back around \$870,000. We are negotiating with the low bidder and plan to have this on the agenda for approval. The additional match will come from Stormwater Funds.
6. MARTA Pond design and naming: We will discuss a proposal from Kimley Horn to design the MARTA Pond area for stormwater retention.

7. Segment 4 of the Rail Trail: We have pricing of just under \$900,000 under the state contract to complete segment 4 of the rail trail path. This does not include the vehicular bridge, which is still in design review.
8. Council Member Robson: Consideration of funding for three art installations.
9. TA 2022-04 Ch. 18 text amendments to establish a vacant property registry. **2nd Read**