



GOVERNMENT OF THE CITY OF SOUTH FULTON

CITY MANAGER MONTHLY

September 2020

Report



Greetings Honorable Mayor and City Council Members,

I am honored to present a summary of the City's monthly administrative activities. South Fulton is one of Georgia's largest cities, with a population of more than 100,000 residents, home to more than 1,800 businesses, covering a diverse geographic area of more than 85 square miles. Leveraging Council's five key priorities (1. Improve Parks and Recreation 2. Improve Public Safety 3. Economic Development 4. Updating Comprehensive & Land Use Plans 5. Create Branding & Messaging) for the City, our staff is committed to ensuring our residents receive world class customer service, and access to resources that support a safe, inclusive, innovative, and economically vibrant city.

While this report provides a look back on September, it is important to address current activities related to the COVID-19 pandemic. As this global health emergency continues to force a "new normal" on both the day-to-day lives of our citizens and impact the delivery of City services, South Fulton continues to persevere. The City has taken a variety of proactive steps aimed at mitigating the impact to our citizens, maintaining service delivery, and keeping our workforce safe.

To date, the City has ordered key personal protective equipment leveraged to keep our essential staff members safe, launched a new online permitting system allowing key business activities to continue while limiting exposure to the virus. The City has also implemented key policy activities including Georgia's first curfew, and a shelter in place order to ensure the safety of residents. These actions have since been adopted by our neighboring jurisdictions across the region, resulting in encouraging early results in what appears to be an extended battle against the current crisis.

While these times are certainly trying, the history of South Fulton's resilience provides assurances that we are well equipped for this fight. I encourage our full populous to remain engaged and to stay connected to the City for key updates and information on



new programs, actions, and progress related to COVID-19 by accessing the website, joining the City's newsletter (request via gary.leftwich@cityofsouthfultonga.gov), and contacting your district council member. Please accept this report as a summary of the City's successful outcomes from September of FY2020.

In Service,

A handwritten signature in black ink, appearing to be "Odie Donald II", is positioned above the name.

Odie Donald II
City Manager



1. IMPROVE PARKS AND RECREATION

Department Highlights/Accomplishments

- LED Lighting:**

Site	Vendor	Status
Cedar Grove Park	GreyStone Power	Completed – 3/20/2019
Cliftondale Recreation Center & Park	GreyStone Power	Completed – 4/11/2019
Burdett Recreation Center & Park	Georgia Power	Completed – 9/30/2019
Burdett Tennis Center	Georgia Power	Completed – 11/5/2019
Canine Crossing	Georgia Power	Completed – 8/13/2019
Cascade Liberty Pocket Park	Georgia Power	Completed – 3/29/2020
Creel Park & Community Building	Georgia Power	Completed – 7/23/2019
Delano Park	Georgia Power	Completed – 7/17/2019
Old National Park	Georgia Power	Completed – 8/27/2019
Sandtown Recreation Center	Georgia Power	Completed – 9/15/2019
Sandtown Recreation Park	Georgia Power	Completed – 1/21/2020
South Fulton Tennis Center	Georgia Power	Completed – 8/21/2020
Trammell Crow Park	Georgia Power	Completed – 7/23/2019
Welcome All Park Recreation Center	Georgia Power	Completed – 12/20/2019
Wilkerson Mill Farris Park	Georgia Power	Under Construction

- Program Participation:**

Program	September 2020	YTD
Afterschool	0	374
Club 55	0	207
Daily Fitness	0	763
Daily Fitness 55 & Up	0	398
Line Dancing	0	98
Open Gym	0	511
Open Swim	0	158
Open Swim 55 & Up	0	51
Total Body Fitness	0	0
Walking Track	0	310
Yoga	0	24
Youth Track & Field	0	230
Total	0	3,124



- Fall Virtual Programs:** In an effort to meet the needs of our residents, PRCA staff will launch our Fall programs virtually. Registration through CivicRec begins September 1, 2020 with classes to include E-sports gaming, Guitar Lessons, Spoken Word Workshops, Cooking 101 for Seniors, Girl Talk Mentoring Group, Virtual Field Trips, Sport Clinics, and Fitness Classes. All programs will have a registration fee.

Programs, Events & Activities Forecast

Events/Activities	Description	Event Date(s)
Parks Re-opening	Phase 1 – Passive Use <ul style="list-style-type: none"> • Trammell Crow Park • Cliftondale Park • Welcome All Park • Wilkerson Mill – Farris Park • Burdett Park • Creel Park • Canine Crossing 	On-going Tuesday – Sunday 8am – 1pm 3pm – 8pm
South Fulton Grows	Partnership with District 5 to distribute 100 Grow Box kits	October 9, 2020 2PM Burdett Park
PRCA Rocks the Block	Social distance – Drive in Concert using the mobile stage held under CDC COVID-19 guidelines	October 14, 2020 7pm Southwest Arts Center
Westlake High School Senior Night	District 3 Movie Night Event Movie: Black Panther	October 10, 2020 7PM Welcome All Park
Outdoor Basketball Clinic	Social distancing event using the mobile stage held under CDC COVID-19 guidelines Focus: Ball Handling	October 21, 2020 5:30PM– 6:30PM South Fulton Arts Center
Outdoor Art Exhibit	Drive-thru outdoor Art Exhibit at SW Arts Center held under CDC COVID-19 guidelines	November 7, 2020 7PM Artist Arturo Lindsay



Virtual Programs	Description	Status
Inner Healing Stretch	Designed to release tension, stress, and muscular tightness	Fridays @ 10am Free class offered via Zoom
Group Guitar	Beginner group guitar lessons * Registration fee for Zoom class access	Saturdays @ 1pm (Youth) Saturdays @ 2:30pm (Adult)
Spoken Word	Journey of self-reflection through words *Registration fee for Zoom class access	Tuesday & Thursdays @ 6pm
Cooking Class	Free 12-part how to series designed to introduce fresh meal options!	Fridays @ 11am Accessed via YouTube
Men's Power Training	Free high-intensity explosive movements to push the body to its endurance and strength limits	Monday & Wednesdays @9am Accessed via YouTube
Movement and Balance	Free program where students will be shown how to execute even and precise movements, while building strength, flexibility and control	Tuesdays & Thursdays @9am Accessed via YouTube

**All Virtual Programs are available on both Instagram & Facebook under @southfultonprca*

Project Status

Project	Status	Task Remaining
City-wide Concessions	In Progress	RFP is currently posted and open for bids
LED Lighting Upgrades	In Progress	Exterior lighting upgrades have been completed at 15 parks with one (1) park currently under construction
KaBoom Grant	In Progress	Grant application completed for Fall 2020 grant cycle; Land issues under review pending resolution with Fulton County Schools
Parks Master Plan	In Progress	Two (2) Steering Committee meetings have been conducted and eight (8) Public Focus Group meetings have been held via Zoom. Over 600 citizens have completed the online Master plan survey. The Visioning Phase of the plan will begin next.
USTA	In Progress	Grant application under final review
Tennis Court Resurfacing	In Progress	Tennis courts are currently under construction



2. IMPROVE PUBLIC SAFETY - **CODE ENFORCEMENT, POLICE AND FIRE**

Code Enforcement and Code Board

SeeClickFix Violations

	September 2020	YTD
Open	38	486
Closed	304	1,624
Total	684	2,110

Violations Reported in Edmunds

	September 2020	YTD
Open	93	1,002
Closed	56	506
Total	149	1,508

Code Enforcement Board

	September 2020	YTD
Code Board Cases	38	151
Municipal Court	9	15

**Average cases include maintenance of property (trash, debris, and high weeds), junk vehicles, and property maintenance violations.*



Fire Department

CRR - South Fulton Fire Rescue Monthly Report - September 2020		
Fire Rescue Activities	Current Month	YTD
COLUMN #1:		
Emergency Call Volume		
Fire	27	339
Overpressure Rupture, Explosion, Overheat	3	19
EMS/Rescue	755	7,352
Hazardous Condition	27	284
Service Calls	123	1,324
Good Intent Calls	384	3,374
False Alarms & False Calls	83	775
Severe Weather/Natural Disaster	0	2
Special Incident Types	0	7
Non-Specific	0	1
Total	1,404	13,314
Average Response Time		9:14
COLUMN #2		
Community Risk Reduction (CRR) Activities		
Company Level Inspections	0	421
CRR Final and Existing Business Inspection Requests	104	413
Company Level Inspections - Vacant Buildings	0	0
COLUMN #3		
Fire Safety Education		
Number of Classes	0	58
Number of Students	0	4,482
Number of Special Events	0	13
Number of Persons Contacted	0	232
Number of Apparatus Requests	0	52



COLUMN #4		
Homes Visited	0	65
Smoke Detectors Installed (via fire station requests)	6	88
COLUMN #5		
Fee Schedule Collection		
Fire Safety Inspections	\$ 675.00	\$ 17,291.00
Personal Care Homes/ Day Care Inspections	\$ 900.00	\$ 9,800.00
Fire Alarm Reviews	\$ 60.00	\$ 504.00
Fire Sprinkler Review	\$ -	\$ 1,293.35
Blasting Permits	\$ -	\$ 2,000.00
Open Records Request	\$ 5.00	\$ 150.00
Special Events	\$ -	\$ -
Combustible Permits	\$ -	\$ -
Fireworks Permits	\$ -	\$ 500.00
Business Inspections	\$ -	\$ -
Burn Permits	\$ -	\$ 500.00
Tent Permit	\$ -	\$ -
Fire Extinguisher Training	\$ -	\$ -
2020 Year-To Date Total	\$ 1,640.00	\$ 32,038.35

**The YTD numbers reported above are for fiscal year 2020 (FY20).*

Department Updates

- South Fulton Fire Rescue Department has begun the hiring process for Certified Firefighters which included conducting physical agility test and candidate interviews.
- South Fulton Fire Rescue Department completed 2,028 hours of training during September 2020.



Police Department

	28 DAY COMPSTAT							
Crime by MONTH	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
AGG ASSAULT-GUN	2	2	6	5	2	1	2	20
AGG ASSAULT-OTHER WEAPON	1	1		1	1	2		6
AGG BATTERY								0
BURGLARY-FORCED ENTRY-RESIDENCE		4		1	2	1	1	9
BURGLARY-FORCED ENTRY-NONRESIDENCE	1							1
BURGLARY-NO FORCED ENTRY-RESIDENCE	1			1				2
BURGLARY-NO FORCE ENTRY-NON RESIDENCE								0
ARSON				1		1		2
HOMICIDE	1		1				1	3
RAPE		1	2					3
ROBBERY-BUSINESS								0
ROBBERY-STREET		2					1	3
THEFT-ARTICLES FROM VEHICLE	6	5	5	3	9	1	4	33
THEFT-OTHER OFFENSES	19	19	17	12	14	13	15	109
THEFT BY TAKING AUTO	7	9	5	8	2	5	2	38
TOTALS	38	43	36	32	30	24	26	229

Department Updates

- The City of South Fulton has a total of 67 businesses with alcohol licenses, 44 retail package and 23 consumption on premises locations.
- The South Fulton Police Department currently has two (2) Police Officers in the Field Training Program and eight (8) Police Officers attending the Basic Mandate Training.
- The South Fulton Police Department Field Operations Division responded to 6,684 Calls for Service during the month of September and had an average response time of 11:21.



Confiscated Funds

Analysis provided by the Finance Department of Confiscated Funds is reviewed and updated periodically. There has been no update to the information since the November 2019 Report.

Balance Sheet, Revenue, Expenditures and Fund Balances		
Assets		
Account ID	Account Description	2020
210-11-1111	COSF Police Custodial Funds	\$ 135,157
	Total Assets	\$ 135,157
Liabilities & Fund Balance (Current Liabilities)		
Account ID	Account Description	2020
210-12-1100	Accounts Payable	\$ -
210-12-1901	Due to GF	\$ -
	Total Current Liabilities	\$ -
Deferred Inflows of Resources		
Account ID	Account Description	2020
210-12-9900	Appropriated Budget	\$ -
	Total Deferred Inflows of Resources	\$ -
	Total Liabilities	\$ -
Fund Balance (Governmental Fund Types)		
Account ID	Account Description	2020
210-13-5500	Fund Balance Unassigned	\$ 135,157
	Total Fund balance (Governmental Fund Types)	\$ -
Revenue		
	Revenue	\$ -
	Less Expenses	\$ -
	Net	\$ -
	Total Fund Balance	\$ 135,157
	Total Liabilities & Fund Balance	\$ 135,157



Summary of Pending Cases for Equitable Sharing (2017-2019)

FULTON COUNTY POLICE DEPARTMENT FEDERAL RICO 2017-2018 CASES			
DATE	CASE #	ADDRESS	CURRENCY
5/14/2017		Flat Shoals @ Old National	\$ 500.00
5/16/2017		Hackamore Dr. @ Old National	\$ 1,716.00
6/29/2017		4555 Washington Rd.	\$ 2,379.00
6/29/2017		4810 Hwy 92	\$ 23,660.00
8/10/2017		1102 Westchase Lane	\$ 3,270.00
10/6/2017		4334 Fulton Industrial Blvd.	\$ 1,515.00
10/13/2017		85N / Flat Shoals Rd.	\$ 1,294.00
11/5/2017		1925 Waycrest Dr.	\$ 772.00
11/12/2017		5638 S. Monte Vista	\$ 553.00

FULTON COUNTY POLICE DEPARTMENT FEDERAL RICO 2017-2018 CASES			
DATE	CASE #	ADDRESS	CURRENCY
11/16/2018		Hwy 92 @ SR14	\$ 110,999.00
11/29/2018		701 Walden Blvd.	\$ 358,000.00

CITY OF SOUTH FULTON POLICE DEPARTMENT						
DATE	CASE #	ADDRESS	YEAR	MODEL	Appraisal	STATUS
10/13/2017		85N / Flat Shoals Rd.	216	Challenger	\$ 32,990.00	Pending
4/18/2018		2653 Bluestone Dr.	2015	Sprinter Van	\$ 35,479.00	Pending
6/13/2018		3180 Spring St.	2000	Sienna	\$ 1,050.00	Pending
9/25/2018		5225 Campbellton Rd.	1999	Avalon	\$ 1,982.00	Pending
10/30/2018		5460 Lemonyne Dr.	2018		\$71,187.00	Pending - GBI
10/30/2018		5460 Lemonyne Dr.	2018	Escalade	\$ 59,044.00	Pending - GBI
10/30/2018		5460 Lemonyne Dr.	2018	Suburban	\$ 44,623.00	Pending - GBI
10/30/2018		5460 Lemonyne Dr.	2018	Charger	\$ 19,74.00	Pending - GBI
12/26/2018		2727 Godby Rd.	2011	Cruze	\$ 4,415.00	Pending

**Note: The Summary of Pending Cases for Equitable Sharing is reviewed and updated periodically. There has been no update to the information since the October 2019 Report.*



3. ECONOMIC DEVELOPMENT



AT WORK

Economic Development Project List

- **Lead** - A lead is a potential project that has not been qualified but might eventually become a prospect. A Lead is generally a project that is going through a due diligence phase and working to secure funding.
- **Prospect** - Projects that have been qualified. A Prospect is generally a project that has gone through a due diligence phase and has secured the resources necessary to bring the project to fruition.

Project	Description	Status	Action	District
Motherland Project	Proposal for an African Cultural Museum	Lead	Developer is in due diligence phase and currently looking for a location	City
Sandtown Crossing	Possible townhome development around passive park adjacent to Publix	Lead	Developer is in due diligence phase	1
Carter Project	Campbellton Road and Riverside Drive	Lead	Developer is in due diligence phase	1
RiverFront District	200 Acre Mixed-use Development along the Chattahoochee River	Prospect	Developer has purchased property and is currently working on site plan design	2
Town Center	600 Acre Development potential site for City center	Lead	Developer is in due diligence phase	2
Camp Creek Parkway & Enon Road	46 Acre mixed-use Development. Townhomes, multi-family, retail	Prospect	Developer is currently working to develop concept and plans to submit	3
Vista Camp Creek	Workforce housing project	Prospect	Renovation has started and residents have begun to move in	3
Halperns Steak & Seafood	Expansion project	Prospect	Secured bond funding but no construction date set	3



Cedar Grove & South Fulton Parkway	42 Acre Residential Development with small commercial	Prospect	Developer has purchased property and is currently working on site plan design	4
Campbellton Old Town Master Plan	Mixed-use Redevelopment plan for historic Campbellton	Prospect	COSF and Chattahoochee Hills working the PONDS on a development plan for historic town center	4
Old National Park Development	Mixed-use development	Lead	Developer is in due diligence phase	6
Renaissance at South Fulton	16 Acre Mixed Tenancy, Family and HFOP Development	Lead	Developer is in due diligence phase	6
Old National & Jonesboro Road	13 Acre Mixed-use development	Lead	Developer is in due diligence phase	7

CollabSouth: Work continues to finalize terms of Old National lease agreement. Construction completion for the Old National location scheduled for January 1, 2021.

South Fulton Convention & Visitors Bureau: CVB work continues on branding and imaging campaign. Website and collateral material scheduled to be complete in October 2020.

Tax Allocation District (TAD): 1st Draft of the TAD Redevelopment Plan scheduled to be delivered to Mayor and Council in October 2020.

Economic Development Strategic Plan: Changes made to plan. Final version scheduled to be presented to Mayor and Council in October 2020.



Business License

- **September 2020 Business Licenses Processed**
 - 26 New Business Licenses
 - 27 Renewed Business Licenses
- **Total Business Licenses Processed**
 - 1,160 (YTD)
 - 26 (September 2020)

Permits and Buildings

	September 2020	YTD
Residential	108	881
Commercial/Industrial	1	9
Industrial	0	2
Miscellaneous*	146	1,015
Land Disturbance Permits	8	24
Total	263	1,931

**Miscellaneous permits would include, but are not limited to, fence, pool, plumbing, trade, and electrical.*



Geographic Information System

	Map Requests	Addressing	Demographics	Data Analysis	Deed/Plat Research	Total Requests
2018 Total	165	90	21	175	75	526
2019 Total	166	115	5	141	129	556
2020 September	1	120	0	3	9	133
2020 YTD	36	298	7	36	99	476

Online GIS Application Views

- Public Facing
 - Address Points – 63,223
 - City Limit – 4,971
 - City County Districts – 3,065
 - COSF Hard to Count Areas – 6
 - COSF Undeveloped Properties – 3
 - Current Zoning – 40,362
 - My Elected Representative – 96
 - Property Information Viewer – 821
 - Public Works Information Viewer – 28
 - Tax Parcel – 2,262
 - Zoning and Land Use Viewer – 556

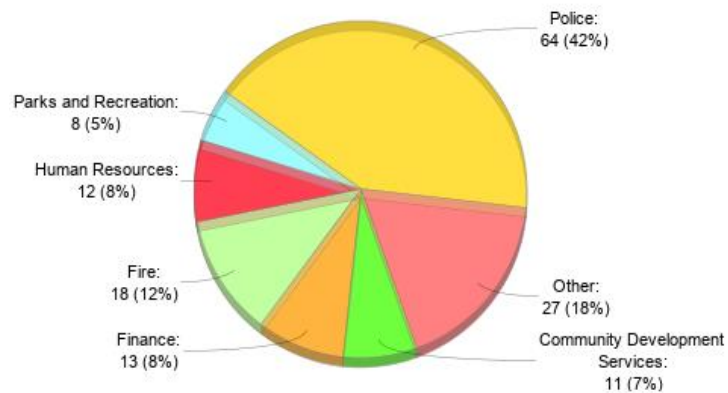
Project Status

Project	Status
GIS Landing Page	In Progress
Zoning Rewrite GIS layer cleanup	In Progress
RMS Street verification/street centerlines cleanup	In Progress
Fire Department GIS Toolset	In Progress



Helpdesk Statistics

Department	Number of Tickets
Community Development & Regulatory Affairs	11
Finance	13
Fire	18
Human Resources	12
Parks, Recreation & Cultural Affairs	8
Police	64
Other	27



Tickets by Status	Number of Tickets
Closed	99
Resolved	43
Other	11



4. PLANNING – REVIEW AND UPDATE

COMPREHENSIVE AND LAND USE PLAN

Moratorium

On June 23, 2020 the existing moratorium was extended until 11:59 pm on September 30, 2020. On July 23, 2019 a moratorium was implemented city wide to impose that no new applications for land use permits or occupation tax certificates/business licenses for alcohol package stores and any expansions of the same, tobacco retail sales, automobile gas stations/service stations, convenience stores, check cashing establishments, personal care services, automotive repair shops, group homes and residences, pawn shops, tobacco retail sales, cannabis dispensary, extended stay hotels, gun range, open air market, and tiny homes to be accepted in the City until 5:00 p.m. on June 30, 2020. On June 12, 2018, a 90-day moratorium was implemented for Districts 2, 3, 4, 5 and 6. This moratorium was extended on September 18, 2018 and December 27, 2018. On December 27, 2018, a second extension occurred leading to an expected release date on March 27, 2019. On March 26, a Resolution was adopted to impose a moratorium on the acceptance of applications and/or petitions for rezoning and variances for Districts 3, 5 and 6 for forty-five days.

As of September 30, 2020, there were 4 requests for personal care homes, 1 CBD store, 1 auto detailing shop, 1 tire shop, 2 tobacco stores, and 1 liquor store. These are uses that are restricted by the current moratorium.

District	Number of Projects
District 1	1
District 2	22
District 3	28
District 4	31
District 5	15
District 6	11
District 7	5
District Unspecified	40
District Unknown	20

Zoning Applications & Certifications

Staff has processed a total of 90 zoning applications, 134 zoning certifications and 91 open records reports as of September 30, 2020.



Zoning Cases

There were 0 zoning applications received during the filing deadline period for September 2020.

- 0 Rezoning
- 0 Use Permit
- 0 Modification
- 0 Variance
- 0 Administrative Variance

**Note: Due to the Coronavirus (COVID-19) pandemic, the Community Development & Regulatory Affairs Department has postponed the intake of petitions.*



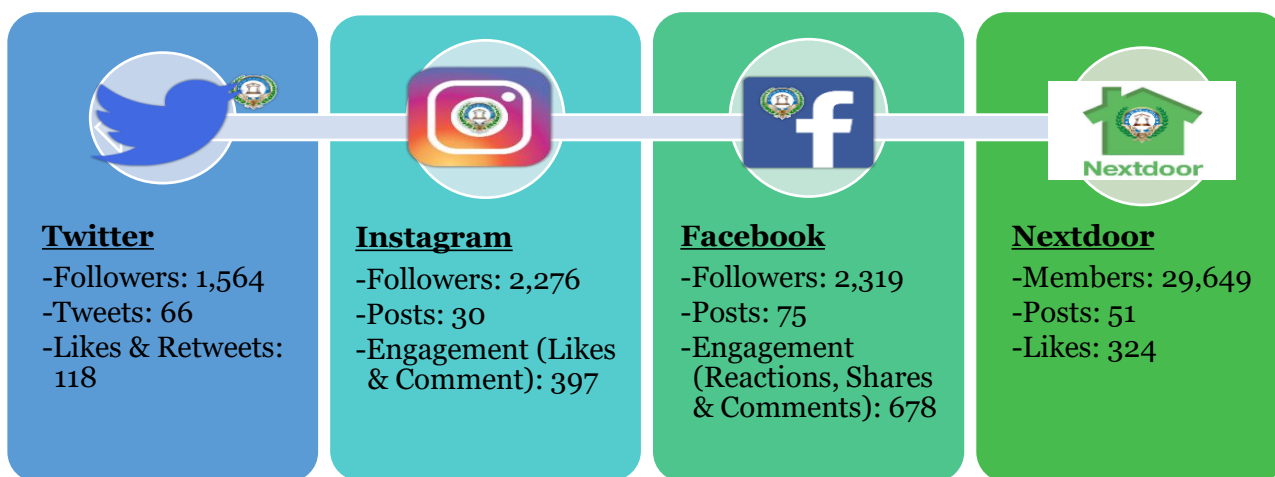
5. CREATE AND IMPLEMENT BRANDING AND MESSAGING

I. City Newsletters:

September 2020 South Fulton Monthly – <https://conta.cc/2GtuFor>

September 2020 Ready, Set, Go! (PRCA) – <https://conta.cc/35DpufY>

II. COSF Social Media Analytics



III. Mayor's Community Walk

a. Summary:

- Mayor's Walk (internally referred to as Community Walk Wednesdays) 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. Next Date: TBD

c. Location: TBD

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



CALENDAR OF EVENTS



CITY OF SOUTH FULTON SEPTEMBER CALENDAR 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 City Council Public Hearing & Third Reading of Millage Rate 6p.m.	2	3	4 Serenbe Institute and COSF present Zoom Concert Series featuring Brenda Nicole Moorer 7 p.m.	5
6 Old National Day	7 Labor Day	8 City Council Work Session 4-7p.m.	9	10 Public Hearing and Second Reading of the FY21 Budget 10a.m.	11 September 11 th Memorial Ceremony 10a.m.	12
13	14	15 Public Hearing and Third Reading of the FY21 Budget 10a.m. D1 Townhall Mtg 6p.m.-7:30p.m. Planning Commission Mtg 6p.m.	16	17 City Council Special Called Meeting 1p.m.	18 Feeding the City of South Fulton at Welcome All Park 11a.m.-2p.m. Historic and Cultural Landmarks Commission Meeting 1-3p.m.	19
20	21 South Fulton Convention and Visitors Bureau Meeting 1p.m. Zoning Ordinance Rewrite Meeting 6-7 p.m.	22 City Council – Adoption of FY21 Budget 10a.m.	23 Zoning Ordinance Rewrite Meeting 6-7 p.m.	24	25	26
27	28 South Fulton Development Authority Meeting 6 p.m.	29	30 Zoning Ordinance Rewrite Meeting 6-7 p.m.			



CITY MANAGER MEMORANDUMS TO CITY COUNCIL

September 1, 2020	Announcement: New Business Alert – August 2020	Email
September 1, 2020	South Fulton U Orientation Check-in	Email
September 2, 2020	URA Spending	Email
September 2, 2020	COSF Employee Update and City Hall Closure	Email
September 2, 2020	AeroATL Virtual Career and Resource Fair – Thursday, September 10, 2020	Email
September 2, 2020	Updated South Fulton U Schedule	Email
September 3, 2020	Memo: Increase Transfer of Leave Hours between Employees	Memorandum
September 3, 2020	Memo: Canaan Ridge at Wolf Creek Subdivision	Email
September 3, 2020	Memo: Fulton County C.A.R.E.S. Act Reimbursement	Memorandum
September 4, 2020	Memo: Daily Symptom Monitoring – Go Live Monday, September 14, 2020	Memorandum
September 4, 2020	Memo: Code Board Backlog Project Plan	Memorandum
September 8, 2020	Memo: Canaan Ridge at Wolf Creek Subdivision	Email with attachment
September 8, 2020	Memo: FY21 Unfunded Department Items	Memorandum
September 8, 2020	FYI	Email
September 9, 2020	A. R. Long Company Proposed City of South Fulton 2021 Legislative Agenda	Email
September 11, 2020	Out of Office Notice	Memorandum
September 11, 2020	FYI	Email
September 14, 2020	Memo: City manager's FY21 Recommended Priorities	Memorandum
September 15, 2020	More 7490 & 5440 Lease Questions	Email
September 15, 2020	Lunch & Learn First responders (Policy Update)	Email
September 15, 2020	Hall Road Request	Email
September 15, 2020	Where Do I Find These Regulations?	Email
September 21, 2020	Drug Czar Visit	
September 21, 2020	Municipal Reimbursement Program Documents	Email with attachments
September 22, 2020	Reminder: I-285/I-20 Online Meetings This Week	Email
September 22, 2020	Memo: Headwall Collapsed at Stacks Road over CSX Track Bridge	Memorandum
September 22, 2020	Memo: Female Minority Leadership Development Pilot Program	Memorandum
September 22, 2020	Memo: COSF Clean City Crew Roll Out	Memorandum
September 22, 2020	AeroATL Regional Land Use Study – Request for Comments	Email with attachment
September 23, 2020	Stacks Road over CSX Track Bridge	Email

September 23, 2020	Spread the Word about ATLilli District Download Public Engagement Opportunities!	Email with attachments
September 25, 2020	Zoning Ordinance Rewrite Update	Email with attachment
September 29, 2020	Update on Census Operational Schedule	Email
September 29, 2020	2020 Census: Court Rules Counting Must Continue Through Oct. 31	Email
September 29, 2020	MARTA Essential Bus Service Update	Email with attachments
September 29, 2020	Key Administrative Hires	Memorandum



COUNCIL REQUEST SUMMARY

COUNCIL REQUEST SEPTEMBER 2020

	Total Requests	Requests Completed	Completion Percentage
COUNCIL REQUESTS			
City Manager	12	12	100%
City Clerk	1	1	100%
Communications	1	1	100%
Community Development & Regulatory Affairs	57	54	94.7%
Destination South Fulton	--	--	--
Facilities	--	--	--
Finance	7	5	71.4%
Fire	1	1	100%
Human Resources	2	2	100%
Information Technology	--	--	--
Legal	2	2	100%
Municipal Courts	3	3	100%
Parks, Recreation & Cultural Affairs	5	5	100%
Police	13	13	100%
Programs & Performance	1	1	100%
Public Works	31	24	77.4%
Total	136	124	90.4%
YTD Total	1,613	1,575	97.6%

12 In-Progress/Pending Council Requests:

- Public Works – 7
- Community Development & Regulatory Affairs – 3
- Finance – 2

Please note: *Outstanding Requests are in progress and/or await response from requestor(s)/department staff for follow up and completion of deliverables.*



HUMAN RESOURCES ACTIVITY

HUMAN RESOURCES

SEPTEMBER 2020

Active Headcount

Department	Filled	Vacant	Grand Total
City Council- Baker	2		2
City Council- Foster Rowell	2		2
City Council- Gilyard	2		2
City Council- Gumbs	2	1	3
City Council- kamau	2		2
City Council- Reeves	2		2
City Council- Willis	2		2
City Manager	7	1	8
Clerk	4		4
Communications	3	2	5
Community Development & Regulatory Affairs	32	6	38
Contracts & Procurement	3		3
Court	6	1	7
Destination South Fulton	2	2	4
Finance	13	4	17
Fire	158	35	193
General Services	8	1	9
Human Resources	4	1	5
Information Technology	3	6	9
Mayor	3		3
Parks Recreation and Cultural Affairs	52	31	83
Police	150	28	178
Public Works	4	2	6
Risk Management	1		1
Grand Total	468	120	588

Vacancy Rate

This calculation measures the city's vacancy rate resulting from employee turnover and the addition of new positions. The formula is the total number of vacant positions as of a specified date divided by the total number of authorized positions (current employees in positions + positions authorized to fill) as of the same specified date.

**Does not include elected official*

Department	Total # Vacant Position	Total # Position	Vacancy Rate
City Council	0	7	0%
City Manager	1	8*	13%
Clerk	0	4	0%
Communications	1	4	25%
Community Development & Regulatory Affairs	6	36	17%
Contracts & Procurement	0	3	0%
Cultural Affairs	0	7	0%
Destination South Fulton	2	4	50%
Finance	2	16	13%
Fire Rescue	28	186	15%
General Services	0	8	0%
Human Resources	1	5	20%
Information Technology	5	8	63%
Mayor	0	2*	0%
Municipal Court	0	6	0%
Parks & Recreation	11	54	20%
Police	43	188	23%
Public Works	0	4	0%
Risk Management	0	1	0%

Time to Fill

Time to fill captures the hiring process, from job requisition to job acceptance

Position Title	Department	Requisition Position Date	Date Offer Accepted	Time (Days) to Fill
Payroll & Benefits Coord.	Finance	6/30/2020	8/24/2020	55
Admin Specialist IV	CDRA	9/8/2020	9/23/2020	15
Admin Specialist IV	CDRA	9/8/2020	9/23/2020	15
EMS Coordinator	Fire	6/18/2020	9/9/2020	83
Total				168
City Average				42
Industry Standard				42

Turnover Rates

*The turnover rate shows the percentage of employees who leave the city in a specified period of time. *Does not include elected official*

Department	Number of Separated Employees	Average Number of Employees	Monthly Turnover Rates (Percentage)
City Council	1	7	14.3%
City Manager	0	8	0.0%
Clerk	0	4	0.0%
Communications	0	3	0.0%
Community Development & Regulatory Affairs	2	30	6.7%
Contracts & Procurement	0	3	0.0%
Cultural Affairs	0	7	0.0%
Destination South Fulton	0	2	0.0%
Finance	0	14	0.0%
Fire Rescue	1	158	0.6%
General Services	0	8	0.0%
Human Resources	0	4	0.0%
Information Technology	0	3	0.0%
Mayor	0	3	0.0%
Municipal Court	0	6	0.0%
Parks & Recreation	2	43	4.7%
Police	3	145	2.1%
Public Works	0	4	0.0%
Risk Management	0	1	0.0%

Voluntary/Involuntary Turnover

This metric captures the reason for the turnover

Department	Voluntary	Involuntary
City Council	1	0
City Manager	0	0
Clerk	0	0
Communications	0	0
Court	0	0
Finance	0	0
Fire	1	0
Human Resources	0	0
Information Technology	0	0
Mayor	0	0
Parks & Rec	2	0
Police	3	0
Contracts & Procurement	0	0
Community Development & Regulatory Affairs	1	1
Destination South Fulton	0	0
General Services	0	0
Risk Management	0	0
Public Works	0	0
Totals	8	1



PURCHASING ACTIVITY

PROCUREMENT

September FY20

Monthly Report

Overview

Procurement activities for September FY20 are as follows:

1. Total Monthly Purchase Order Expenditures – see Exhibit 1
\$ 3,466,352.85

2. Formal Solicitation Awarded – see Exhibit 2
NA

3. City Credit Card (P-Card) – see Exhibit 3

1. \$19,030.57 in Total Monthly Purchases

Conclusion

Procurement activities for September FY 20 was Higher than normal in select areas of operation due end of Year spending and Covid-19. There is continued overall increase in credit card activity due to remote operations in addition to increase to construction and capital projects.

Response	Percentage
Yes	65%
No	35%
Don't know	0%

Department	Total PO Expenditure
District 1	\$0
District 2	\$0
District 3	\$395.27
District 4	\$6,435.00
District 5	\$16,388.61
District 6	\$0
District 7	\$0
City Clerk	\$3,200.00
Mayor's Office	\$1,500.00
City Manager	\$2,285
Finance	\$146,411.00
Procurement	\$40,000.00
Legal/ LAW	\$0
Information Technology	\$43,806.54
Human Resources	\$0
Risk Management	\$0
Communication	\$60.00
General Services	\$120,149.47
Courts	\$4,400.00
Police	\$1,932.32
Fire	\$203,019.65
Public Works	\$29,315.00
Parks & Cultural Affairs	\$1,507.62
Community Regulatory Affairs	\$164,673.44
Economic Development	\$792,088.92
Computers & Software (Local Capital)	\$0
General Fund	\$792,088.92
Blighted Property	\$10,725.00
Local Resource Capital	\$20,016.30
TSPLOST	\$766,687.00
Debt Funded Capital	\$1,871,026
Solid waste	\$5,809.62
Totals	\$ 3,466,352.85

Exhibit 2 – Formal Solicitations Report

Monthly Contract and Solicitation Report			
Department	Solicitation Release	Solicitation Accepted	Contract Awarded
District 1	0	0	0
District 2	0	0	0
District 3	0	0	0
District 4	0	0	0
District 5	0	0	0
District 6	0	0	0
District 7	0	0	0
	0	0	0
City Clerk	0	0	0
Mayor's Office	0	0	0
City Manager	0	0	0
	0	0	0
Finance	0	0	0
Information Technology	0	0	0
Human Resources	0	0	0
Economic Development	0	0	0
Risk Management	0	0	0
	0	0	0
Law	0	0	0
Code Enforcement	0	0	0
Courts	0	0	0
Police	0	0	0
Fire	0	0	0
	0	0	0
Public Works	0	0	0
Parks & Recreation	0	0	0
Communication	0	0	0
General Administrative Services	0	0	0
Community Regulatory Affairs	0	0	0
E 911	0	0	0
Totals	0	0	0

Exhibit 3 – Monthly P-Card Activity Report

Monthly Procurement P Card Report	
Department	Total P-Card Spend
District 1 - Rowell	\$441.17
District 2-Gumbs	\$1,225.95
District 3-Willis	\$4,132.54
District 4- Gilyard	\$2,976.33
District 5-Reeves	\$595.95
District 6-KUMA	
District 7-Baker	
City Clerk	\$140.00
Mayor's Office	\$714.99
City Manager	\$1,354.00
Finance 1 (City)	
Finance- City Generally	\$1,738.24
Contracts & Procurement	\$14.99
Information Technology	\$21.34
Human Resources	\$1,719.25
Economic Development	\$45.00
Risk Management	
Law	
Community Development	\$1,258.70
Municipal Courts	\$29.98
Police	294.60
Police Chief	\$150.00
Fire 1	\$342.34
Fire 2	\$0
Parks & Recreation	\$895.04
Public Works	\$600.00
Communication	\$284.00
Facilities Management	\$76.14
Community Regulatory Affairs	
Fleet Management	
Totals	\$19,030.57



FINANCIAL SERVICES



GRANTS ADMINISTRATION

MONTHLY STATUS REPORT

Grants Administration Division

Project Status & Accomplishments

Project or Task	Activity Completed & Status Update	State	%
	<ul style="list-style-type: none"> Meeting w/Community Affairs to discuss grant planning for 2020 		0%
	<ul style="list-style-type: none"> Meeting w/Economic Development to discuss grant planning for 2020 		0%
Grant Opportunities/Networking	<ul style="list-style-type: none"> Continuing to search for grant opportunities, providing assessment, and sharing with departments and city council 		
Grants Activity	CORONAVIRUS SUPPORT <ul style="list-style-type: none"> Managing funding from FEMA through the Public Assistance Grant Program 		75%
	<ul style="list-style-type: none"> Managing funding from CARES Act through FC; additional funding is being allocated with a deadline of December 15th to expend. Managing the full project. 		75%
	<ul style="list-style-type: none"> Maintain tracking tool of all expenditures incurred in response to COVID-19 and disseminated to departments; tracking expenditures for reimbursement 		ongoing
	PUBLIC WORKS <ul style="list-style-type: none"> 2019 LMIG: Working with department to reconcile account in compliance with the grant guidelines and financial procedures 		75%
	<ul style="list-style-type: none"> 2020 LMIG: Working with department to reconcile account in compliance with the grant guidelines and financial procedures 		50%
	<ul style="list-style-type: none"> Federally Funded Projects: reconciliation, activity tracking, and set up fund account in Edmunds 		25%
Building Capacity	<ul style="list-style-type: none"> Kickoff of Grant Writing/Peer Review Team with members that attended the Grant Writing Workshop. Postponed due to the Coronavirus impact to the departments. 		10%
	<ul style="list-style-type: none"> Meeting with vendors who provide software for grant research and development 		50%
	<ul style="list-style-type: none"> Reviewing proposals and selection of grant writing support; placed on hold 		25%

ACTIVITY REPORT - GRANTS AWARDED
Report Range: September 1, 2020 - September 30, 2020

	Federal	State	Private	Total
Awarded Grants:	4	6	0	10
Awarded Funds: \$	2,405,432.31	\$ 2,647,023.11	\$ -	\$ 5,052,455.42
Cash Match: \$	1,415,353.43	\$ 803,100.18	\$ -	\$ 2,218,453.61
In-Kind Match: \$	-	\$ -	\$ -	\$ -
Total: \$	3,820,785.74	\$ 3,450,123.29	\$ -	\$ 7,270,909.03

Department	Year	Agency Type	Grantor	Grant Name	Grant Description	Purpose	Project Amount	Award Amount	Match	Start Date	End Date	Status
Fire	2018	Federal	FEMA	Staffing for Adequate Fire and EM Response (SAFER)	Funding for fire departments and volunteer firefighter interest organizations to increase or maintain the number of trained front line firefighters	Hiring 15 Firefighters	\$ 3,636,485.30	\$ 2,242,499.00	\$ 1,393,986.30	3/17/2020	3/16/2023	Recruiting firefighters for the grant; start date 3/17; All 15 firefighters are onboard
Police	2019	Federal	DOJ	Project Safe Neighborhoods	Nationwide initiative that brings together federal, state, local and tribal law enforcement officials, prosecutors, and community leaders to identify the most pressing violent crime problems in a community and develop comprehensive solutions to address them	Equipment, training, other	\$ 45,348.00	\$ 45,348.00	\$ -	9/1/2019	8/30/2021	Official award letter on the way; police received award; scheduling kick off meeting;
Police	2019	Federal	DOJ	Bulletproof Vests Partnership	Reimburse states, counties, federally recognized tribes, cities, and local jurisdictions that employ law enforcement officers for up to 50% of the total cost of body armor vests purchased	Purchase 30 vests	\$ 21,352.44	\$ 10,676.22	\$ 10,676.22	9/24/2019	9/23/2020	Purchasing vests
Fire	2019	Federal	FEMA	Assistance to Firefighters Grant	Funding to enhance the safety of the public and firefighters with respect to fire and fire-related hazards	Training \$117,600	\$ 117,600.00	\$ 106,909.09	\$ 10,690.91	7/29/2020	7/28/2021	Training for firefighters
Total Federal Grants							\$ 3,820,785.74	\$ 2,405,432.31	\$ 1,415,353.43			
Public Works	2020	State	GDOT	Local Maintenance & Improvement Grant (LMIG)	Funding for improvements to local roadways and bridges		\$ 455,000.00	\$ 350,000.00	\$ 105,000.00	6/31/2020		Additional funding to the 2020 LMIG for bridge work at Cochran and Cascade Rd.
Public Works	2020	State	GDOT	Local Maintenance & Improvement Grant (LMIG)	Funding for improvements to local roadways and bridges	Resurfacing of Streets: Demooney Road, East Stubbs Road, Cascade Palmetto Highway	\$ 1,589,271.72	\$ 1,222,516.71	\$ 366,755.01	10/1/2019	3yrs	
Public Works	2019	State	GDOT	Local Maintenance & Improvement Grant (LMIG)	Funding for improvements to local roadways and bridges	Resurfacing of Streets: Demooney Road, East Stubbs Road, Cascade Palmetto Highway	\$ 1,336,102.60	\$ 1,027,771.30	\$ 308,331.39	10/1/2018	3yrs	

Department	Year	Agency Type	Grantor	Grant Name	Grant Description	Purpose	Project Amount	Award Amount	Match	Start Date	End Date	Status
Public Works	2020	State		SCRAP Right-of-Way Program	This opportunity will support tire abatement and costs of removing, transporting, and processing scrap tires cleaned up from scrap tire dumps; removed from city and county right-of-way's; and collected during scrap tire amnesty events	Right-of-way clean up	\$ 59,712.64	\$ 43,281.31	\$ 16,431.33	8/6/2020	8/5/2021	
Public Works	2020	State		SCRAP Tire Abatement Reimbursement Grant	This opportunity will support tire abatement and costs of removing, transporting, and processing scrap tires cleaned up from scrap tire dumps; removed from city and county right-of-way's; and collected during scrap tire amnesty events	Reimbursement for Tire Amnesty Day event	\$ 10,036.24	\$ 3,453.79	\$ 6,582.45	8/6/2020	8/5/2021	
Public Works	2020	State	Georgia Environmental Finance Authority (GEFA)	Solar Resiliency Technical Assistance Program	Opportunity for local governments to conduct feasibility studies of their facilities under the Solar Resiliency Technical Assistance Program	Feasibility study development in partnership with GDS Associates	\$ -	\$ -	\$ -	7/30/2020	9/30/2020	
Total State Grants							\$ 3,450,123.20	\$ 2,647,023.11	\$ 803,100.18			
Total Private Grants							\$ -	\$ -	\$ -			
Grand Total							\$ 3,450,123.20	\$ 2,647,023.11	\$ 803,100.18			

Report Range: September 1, 2020 - September 30, 2020

[illegible]

Department	Year	Agency Type	Grantor	Grant Name	Grant Description	Purpose	Project Amount	Potential Award Amount	Match	Start Date	End Date	Status
Public Works	2020	State	State of GA DOT	Roadside Enhancement and Beautification Council (REBC)	This opportunity will support roadside enhancement and beautification projects along Georgia's roadsides, e.g. landscape plant material and its installation for the furtherance of roadside enhancement and beautification projects along state routes in Georgia.	Beautification project to the Cascade Road at I-285 Interchange ramps	\$ 97,400.00	\$ 50,000.00	\$ 47,400.00			Application Submitted;match is confirmed in the URA
Total State Grants							\$ 1,664,400.00	\$ 1,250,000.00	\$ 414,400.00			
Parks and Rec	2020	Private	USTA	Facilities Services Grant		Renovation to various tennis courts	\$ 557,500.00	\$ 136,000.00	\$ 421,500.00			Submitting Application
Total Private Grants							\$ 557,500.00	\$ 136,000.00	\$ 421,500.00			

Grand Total

\$ 2,625,471.50 \$ 1,782,811.48 \$ 842,660.02



RISK MANAGEMENT

The background of the slide features the official seal of the City of South Fulton. The seal is circular, with a blue outer ring containing the text "CITY OF SOUTH FULTON" and two white stars. Inside the ring is a depiction of a classical building with columns. Below the building is a shield with the text "EST. 2017". The entire seal is flanked by green laurel branches. At the top of the slide, there are three horizontal bars: a blue bar on the left, a medium blue bar in the center, and a grey bar on the right.

City of South Fulton Risk Management Division

I. Parks Building (Stonewall Tell Rd) Security Project

- a) Inventory/Organization/Grounds Cleanup
- b) Surplus of Vehicles (Salvage Title)
- c) Fence Reinforcement/Security System/Lighting Layout

II. Police Department Motor Vehicle Driving Remediation

- a) Online Interactive Driver Training
- b) Risk Reduction Certificate Program

III. Insurance Payments

- a) Parks Insurance Payments



IV.COVID Update

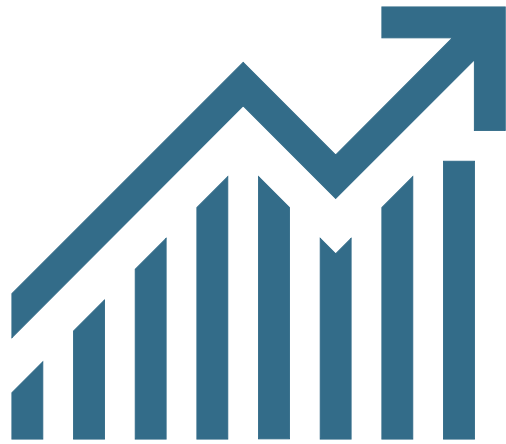
- Situation Report
- Kiosk at Old National Precinct
- Telemed Report

V.Public Works Claims

- Citizen Home Flooding

VI.Safety Grant \$20k

- 10-30-2020 Deadline



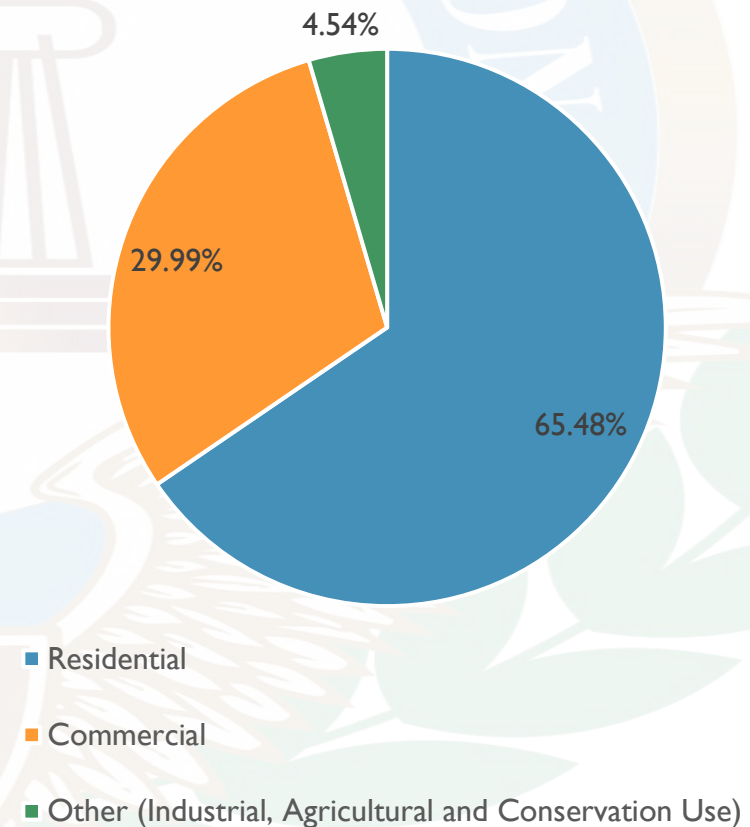
TAX ADMINISTRATION

FY2020 YTD Tax Revenue Highlights

as of 9/30/2020

Property Taxes

- Tax year billing amounts
 - 2019 - \$29,423,880.02
 - 2018 - \$28,745,595.64
 - 2017 - \$14,415,493.69
- Tax year collection amounts and rate%
 - 2019 - \$29,010,182.43 (98.70%)
 - 2018 - \$28,554,079.77 (99.33%)
 - 2017 - \$14,207,184.75 (98.54%)



FY2020 YTD Tax Revenue Highlights

as of 9/30/2020 continued...

2019 Property Tax Breakdown:

Month	Real Estate	Personal Property	Mobile Home	Public Utilities	Totals
October	14,025,255.07	2,182,239.27			16,207,494.34*
November	3,690,488.64	1,735,238.20			5,425,726.84
December	732,249.68	50,166.42			782,416.10
January	230,512.91	122,126.66			352,639.57
February	105,903.92	(19,971.79)	10.19		85,932.13
March	708,485.95	2,169.73		726,458.65	1,437,114.33
April	15,227.60	148.79		514,846.59	530,222.98
May	3,125.47	4,825.53		556,433.85	564,384.85
June	61,816.34	25,148.49			86,964.83
July	9,629.56	3,511.32			13,140.88
August	(5,312.68)	1,394.08			(3,918.60)
September	13,450.72	9.29		80,051.61	93,511.61
Totals	22,422,800.42	4,811,137.54	10.19	1,877,790.70	29,114,738.85

FY2020 YTD Tax Revenue Highlights

as of 9/30/2020 continued...

- **Hotel Motel Tax \$113,022,82**
 - \$110,650.55 – Fairfield Inn & Suites
 - \$670.67 – Health Casino (Air B&B)
 - \$1,701.60 – Wiseman Group LLC (Air B&B)
 - **Allocation Totals:**
 - \$42,383.56 - General Fund
 - \$70,639.26 - Convention Visitors Bureau (CVB)

FY2020 YTD Tax Revenue Highlights

as of 9/30/2020 continued...

- **Franchise Fee Tax \$3,357,632.99**
 - \$253,067.33 – AT&T/Bell South
 - \$472,239.69 – Comcast
 - \$86,633.71 – EMC Coweta-Fayette
 - \$1,320,971.33 – Georgia Power
 - \$1,213,512.78 – Greystone Power
 - \$11,208.15 – Verizon

The background of the slide features the official seal of the City of South Fulton, Georgia. The seal is circular, with a blue outer ring containing the text "CITY OF SOUTH FULTON" and "EST. 2017". Inside the ring is a depiction of a classical building with columns and a pediment, flanked by two stars. The entire seal is surrounded by a wreath of green leaves.

FY2020 YTD Tax Revenue Highlights as of 9/30/2020 continued...

Motor Vehicle Tax \$1,501,772.29

LOST (Local Option Sales Tax) \$22,278,080.87

TSPLOST (Transportation Special Purpose LOST) \$14,921,769.16

Alcohol Excise Tax \$135,502.56

Insurance Premium Tax \$7,154,212.59

FY2020 YTD Tax Revenue Highlights

as of 9/30/2020 continued...

- **Intangible Tax \$809,273.05**

**a tax levied on gross earnings received from intangible property such as savings accounts, stocks, bonds, accounts receivable, and mortgages.*

- **Real Estate Transfer Tax \$249,742.09**

**a tax that is levied on the transfer of ownership or title to property from one entity to another.*

The background features a large, faint watermark of the City of South Fulton seal. The seal is circular with a blue border containing the text "CITY OF SOUTH FULTON" and two stars. Inside the circle is a classical building with columns. Below the circle is a shield with the text "EST. 2017". The entire seal is flanked by green laurel branches.

FY2020 YTD Tax Revenue Highlights

as of 9/30/2020 continued...

- **Financial Institutions Tax: \$157,016.00**

- SunTrust Bank – \$3,831.00
- Bank of America – \$92,757.00
- Wells Fargo – \$57,428.00
- Wood Forest Bank – \$3,000.00

- **Business License Tax: \$1,788,167.40**

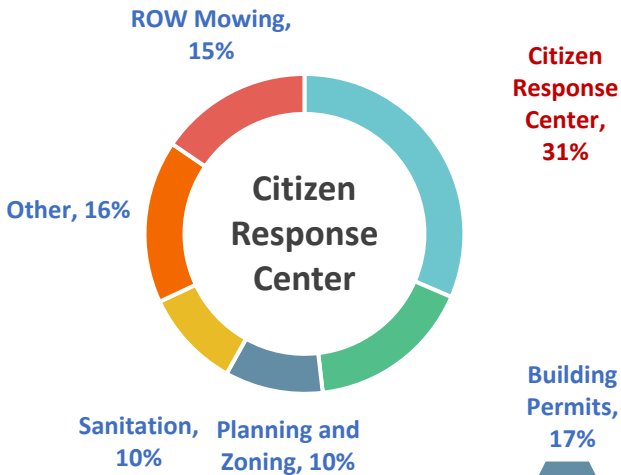
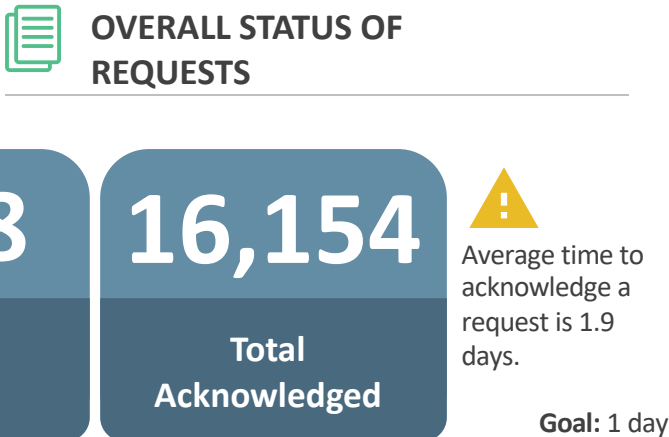
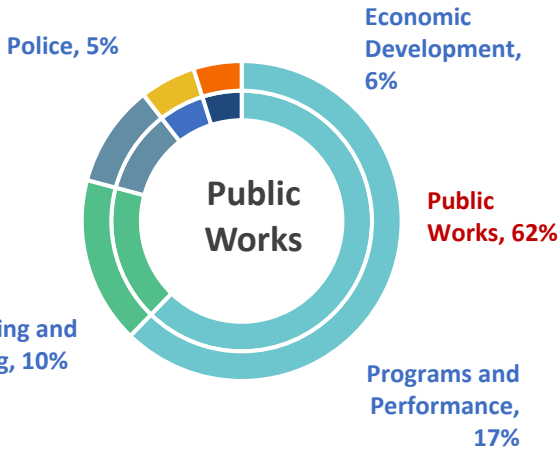
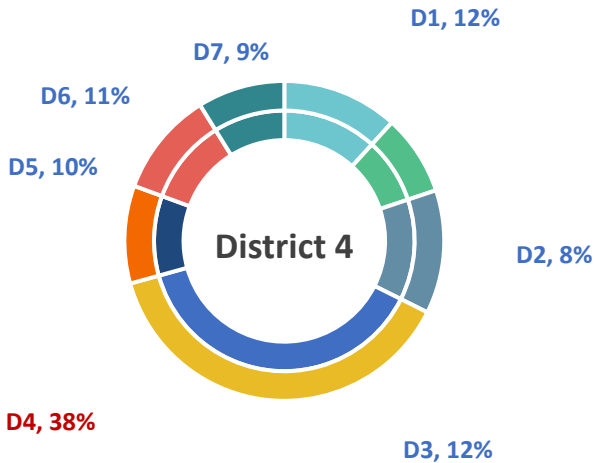
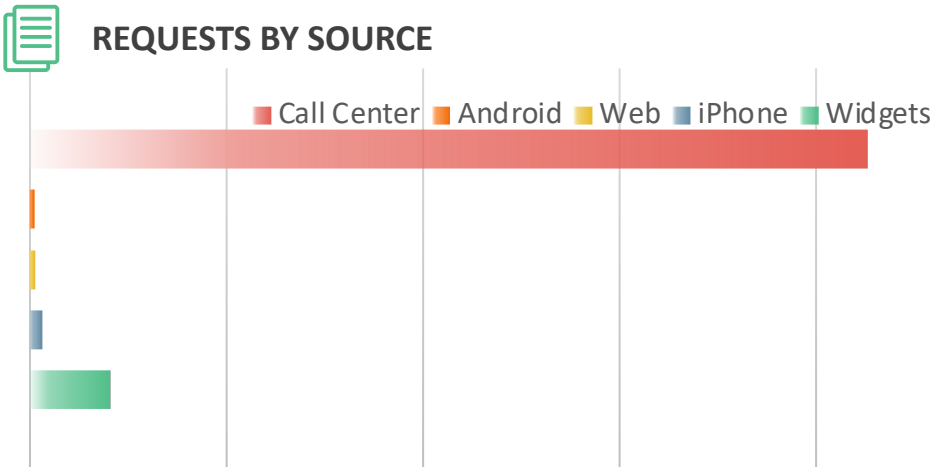
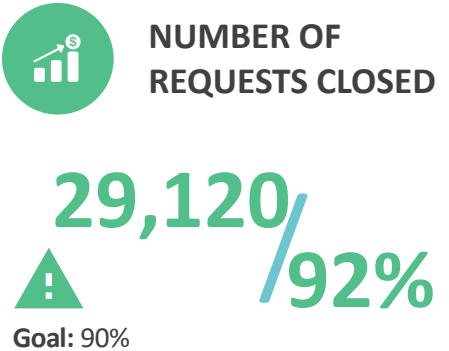
- **Total processed for the month of June:**

- 32 – New Businesses
- 14 – Renewals

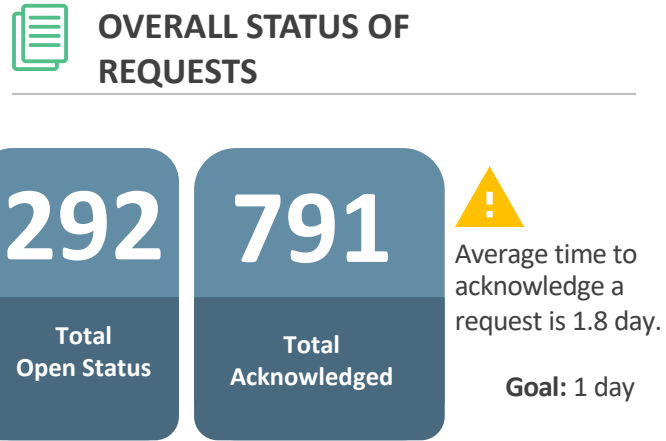
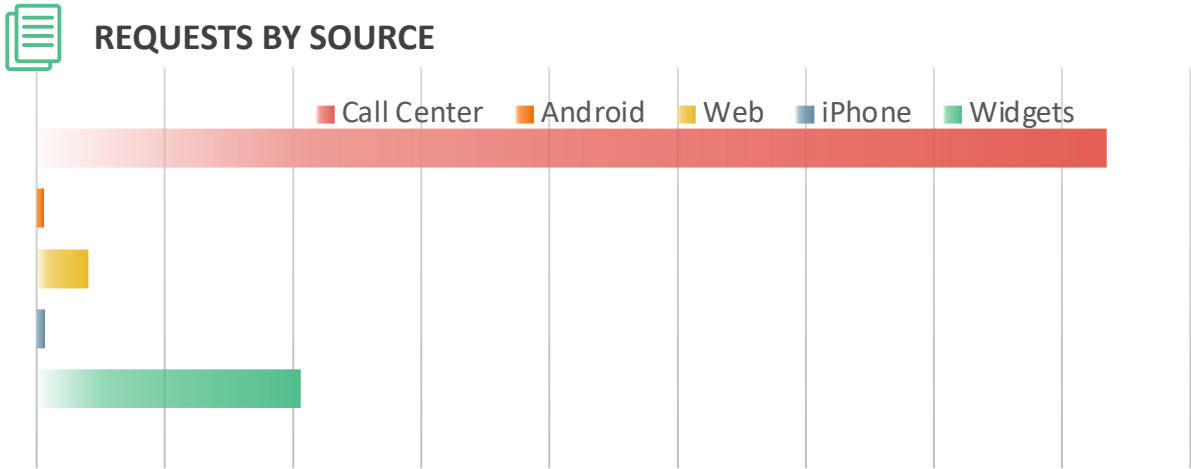
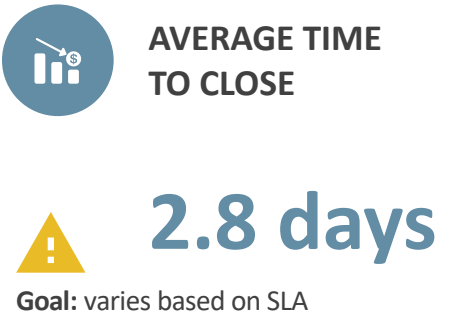
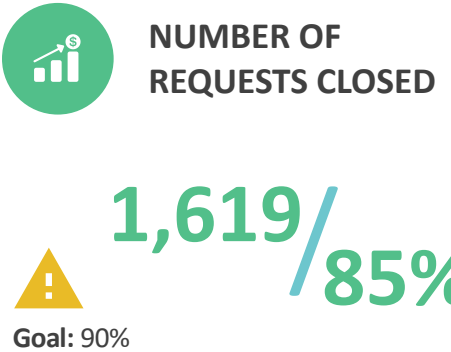


COSF 311 DASHBOARD

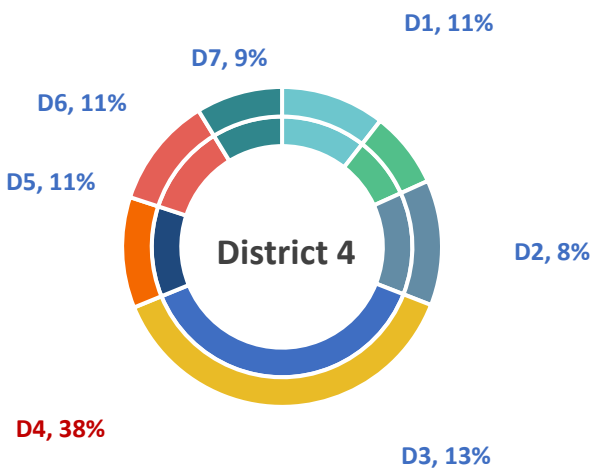
Summary Dashboard | Citywide CRC (to date)



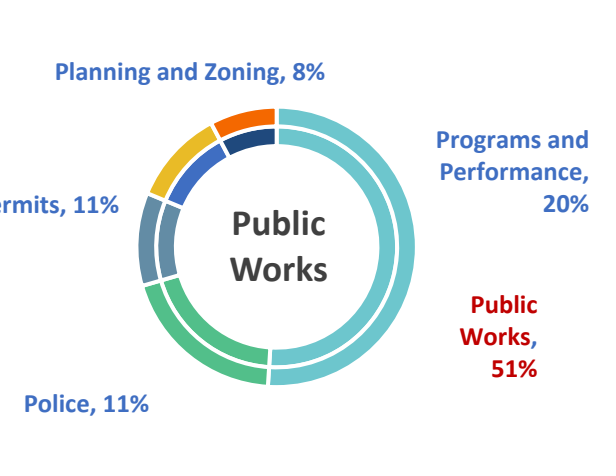
Summary Dashboard | Citywide CRC *(September 1 - September 30, 2020)*



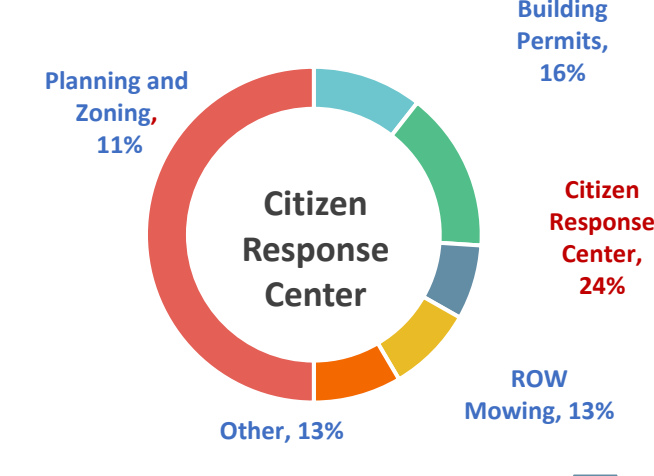
 **% REQUESTS BY DISTRICT**



 **% REQUESTS BY DEPARTMENT**



 **TOP REQUESTED (ISSUES)**



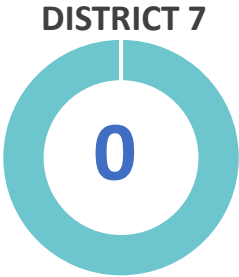
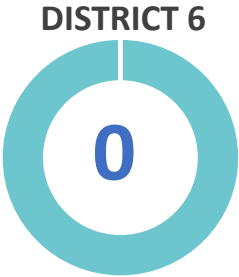
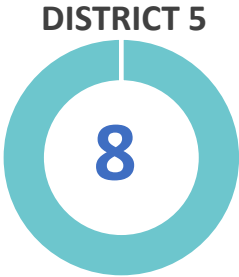
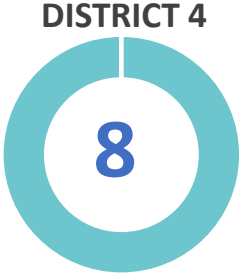
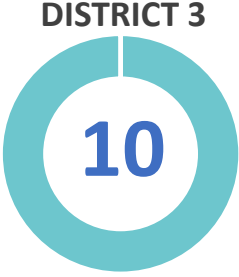
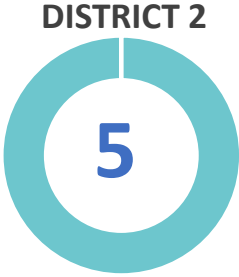
Dashboard | Airport Noise Complaints *(to date)*



TOTAL NUMBER OF
REQUESTS

40

District	# of Requests
1	8
2	5
3	10
4	8
5	8
6	0
7	0



Dashboard | Citizen Response Center *(September 1 – September 30, 2020)*



NUMBER OF
CALLS

1,887



AVERAGE SPEED OF
ANSWER

0m 54ss



Goal: 0:30



AVERAGE TALK
TIME

4m 43ss



Goal: 3:00



ABANDONED
CALL %

8%



Goal: 5%

	Oct-2019	Nov-2019	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Rolling 12- Month (April 2019 thru July 2020)
Inbound Call Volume	1020	1123	580	1026	1070	1165	1483	1955	1552	2768	1811	1887	17,440
Average Calls/Day	32.9	37.4	18.7	33.1	36.9	37.6	49.4	63.1	51.7	92.3	60.4	62.9	40.2
Average Speed of Answer (KPI 0:30)	0:44	1:12	0:59	1:04	0:33	0:28	0:45	1:16	1:35	2:20	01:07	01:15	0:54
Average Talk Time (KPI 3:00)	0:03:45	0:03:49	0:04:17	0:04:10	0:03:27	0:03:00	0:03:47	0:03:37	0:03:43	0:04:21	00:04:73	00:04:43	0:03:51
Short Abandon Calls	22	17	9	39	42	42	61	59	26	NA	NA	NA	317
Abandon Calls	73	100	67	111	93	84	142	238	188	567	108	151	1,922
Abandon % (KPI 5%)	5%	7%	10%	7%	5%	4%	5%	9%	10%	20%	6%	8%	8.0%
Total Requests in SCF	181	199	106	222	276	273	320	293	319	1662	1247	1250	11,167
Total Non-Requests	737	713	389	764	706	788	924	1362	625	697	236	371	3,493

COSF CRC Report

District 1

October 1, 2019 - September 30, 2020

Requests filtered by that have been created and within

DTA: Days to Acknowledge DTC: Days to Close O&O: Open and Overdue

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Public Works	1,144	940	1,059	1.7	9.9	93%	39	85	10
CDRA - Code Enforcement - RA	465	405	464	0.9	3.6	98%	15	1	0
CDRA - Permits - FB	105	4	101	19.1	22.4	38%	60	4	4
CDRA - Planning and Zoning - DG	70	3	68	1.0	24.3	0	2	2	0
CDRA - Code Enforcement - RC	54	37	54	2.0	13.5	75%	13	0	0
Programs and Performance Administrator	53	0	53	0.0	0.0	96%	1	0	0
Police Department - Patrol - LF	41	0	41	0.0	2.0	50%	6	0	0
CDRA - City Arborist - SD	26	2	21	18.6	51.3	10%	19	5	5
Economic Development - Permitting Manager	23	2	22	3.8	4.0	86%	4	1	1
Police Department - SE	22	1	22	1.0	2.1	39%	11	0	0
CDRA - Permits - MB	14	0	14	0.0	85.9	7%	12	0	0
Fire Department - LM	12	7	10	0.9	4.6	70%	3	2	2
Public Works - RF	11	4	4	0.0	85.5	33%	2	7	1
CDRA - Director - SR	10	0	7	0.0	0.0	100%	0	3	2
Economic Development - Business Licenses - LT	10	2	10	13.5	3.8	70%	3	0	0
Parks, Recreation & Cultural Affairs - TP	9	0	0	0.0	0.0	0	0	9	8
Police Department - Traffic - CF	9	1	9	28.7	28.7	100%	0	0	0
CDRA - Code Enforcement - MB	7	1	7	2.6	3.3	86%	1	0	0
CDRA - Code Enforcement Administrator - BM	6	2	6	0.7	23.5	33%	2	0	0
Police Dept - EW	4	3	4	1.1	0.9	100%	0	0	0
Public Works - AM	4	1	4	2.6	22.6	0	3	0	0
CDRA - Code Enforcement - DD	3	0	2	0.0	19.0	0	2	1	0
CDRA - Deputy Director - CC	3	3	3	37.0	79.0	0	3	0	0
CDRA - Planning and Zoning - BW	3	1	1	11.8	0.0	100%	0	2	0
CDRA - Planning and Zoning - MJ	3	0	3	0.0	0.3	100%	0	0	0
Communications - SS	3	0	3	0.0	16.9	0	2	0	0
Economic Development - Building Inspector - BE	3	0	3	0.0	4.5	0	3	0	0
Information Technology - GIS	3	0	3	0.0	0.0	100%	0	0	0
Totals	2,151	1,433	2,019	1.7	10.4	85%	215	132	39

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Information Technology - GISRequest	3	0	1	0.0	8.8	0	1	2	0
Police Department - Traffic Unit	3	3	3	45.6	50.4	100%	1	0	0
Public Works - General Services - CW	3	0	0	0.0	0.0	0	0	3	3
Call Center	2	2	1	0.4	2.1	0	0	1	1
City Clerk - Records Administrator - RP	2	0	1	0.0	55.0	0	1	1	1
Code Enforcement- SB	2	2	2	0.0	1.3	100%	0	0	0
Police Department - Administrative Coordinator - FW	2	2	2	0.0	0.3	100%	0	0	0
Police Department - BO	2	1	2	2.0	8.6	100%	1	0	0
Police Dept	2	0	2	0.0	53.0	50%	1	0	0
CDRA - Code Enforcement - MM	1	1	1	0.9	11.4	100%	1	0	0
CDRA - Development Services Manager - AP	1	0	1	0.0	26.7	0	0	0	0
CDRA - Inspector - WA	1	1	0	0.0	0.0	0	0	1	1
CDRA - Permits - MJ	1	1	1	0.2	0.2	100%	0	0	0
City Clerk - Deputy Clerk - CA	1	0	1	0.0	23.4	0	1	0	0
Court	1	0	0	0.0	0.0	0	0	1	0
Finance & Administrative Services - AD	1	0	1	0.0	9.2	0	1	0	0
Finance & Administrative Services - Risk Management - MW	1	0	0	0.0	0.0	0	0	1	0
Fire Department - JB	1	1	1	0.7	3.0	0	1	0	0
Information Technology - Director	1	0	1	0.0	0.0	100%	0	0	0
Totals	2,151	1,433	2,019	1.7	10.4	85%	215	132	39

COSF CRC Report

District 2

October 1, 2019 - September 30, 2020

Requests filtered by that have been created and within

DTA: Days to Acknowledge DTC: Days to Close O&O: Open and Overdue

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Public Works	823	721	775	1.7	9.3	93%	21	48	6
CDRA - Permits - FB	101	5	92	3.6	22.7	39%	53	9	8
CDRA - Planning and Zoning - DG	82	6	77	6.1	41.8	0	1	5	0
CDRA - Code Enforcement - AJ	81	71	81	4.2	10.1	80%	11	0	0
CDRA - Code Enforcement - TM	69	53	69	3.2	7.3	94%	4	0	0
Programs and Performance Administrator	48	0	48	0.0	0.2	94%	2	0	0
Police Department - Patrol - LF	45	2	45	3.5	2.6	50%	7	0	0
CDRA - Code Enforcement - DDix	29	18	29	2.5	7.2	93%	2	0	0
CDRA - Code Enforcement - RA	24	18	24	2.4	4.1	91%	2	0	0
CDRA - City Arborist - SD	22	2	17	0.1	43.6	0	16	5	5
Police Department - SE	20	5	20	0.5	1.8	47%	8	0	0
Economic Development - Permitting Manager	17	3	17	0.7	5.5	76%	4	0	0
Public Works - RF	16	5	8	6.2	82.4	0	7	8	4
CDRA - Permits - MB	15	0	15	0.0	94.3	0	15	0	0
City Clerk - Records Administrator - RP	10	1	10	0.1	0.7	90%	0	0	0
Police Dept	10	3	10	1.5	42.9	0	1	0	0
Police Department - Traffic - CF	8	0	8	0.0	32.9	0	1	0	0
Police Department - Traffic Unit	8	6	8	1.4	15.5	43%	4	0	0
CDRA - Code Enforcement Administrator - BM	7	2	7	1.2	0.9	100%	0	0	0
CDRA - Director - SR	7	1	5	2.1	0.0	100%	0	2	1
Economic Development - Business Licenses - LT	7	0	7	0.0	0.3	100%	0	0	0
Fire Department - LM	6	5	6	1.2	2.1	83%	1	0	0
Police Department - Administrative Coordinator - FW	6	2	3	6.7	9.8	100%	0	3	1
Public Works - General Services - CW	6	3	1	0.5	0.0	100%	0	5	4
Finance & Administrative Services - CFO	5	5	5	0.1	59.7	0	5	0	0
CDRA - Planning and Zoning - BW	4	0	1	0.0	0.0	100%	0	3	1
Public Works - AM	4	4	4	4.1	18.1	75%	3	0	0
CDRA - Code Enforcement - RC	3	1	3	14.3	16.0	67%	1	0	0
Totals	1,516	957	1,421	2.1	13.2	80%	176	95	33

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Court	3	0	1	0.0	0.1	0	0	2	0
Economic Development - Business Licenses - DH	3	2	3	15.1	20.6	0	2	0	0
Finance & Administrative Services - Procurement Administrator - AK	3	3	3	0.4	38.6	0	3	0	0
Police Dept - EW	3	0	3	0.0	1.3	50%	1	0	0
CDRA - Code Enforcement - PM	2	2	2	4.3	6.8	100%	0	0	0
Code Enforcement- SB	2	2	2	1.8	3.7	50%	0	0	0
Information Technology - GIS	2	0	2	0.0	0.0	100%	0	0	0
CDRA - Development Services Manager - AP	1	0	1	0.0	10.1	0	0	0	0
CDRA - Permits - MJ	1	1	1	0.2	0.5	100%	0	0	0
CDRA - Planning and Zoning - MJ	1	0	1	0.0	0.0	0	0	0	0
CDRA - Site Inspector - MF	1	1	0	0.1	0.0	0	0	1	0
City Clerk - Deputy Clerk - CA	1	1	1	0.6	14.8	0	1	0	0
City Clerk - DW	1	0	1	0.0	0.0	100%	0	0	0
City Manager's Office - JC	1	0	1	0.0	0.3	100%	0	0	0
Communications - SS	1	0	1	0.0	0.5	0	0	0	0
Economic Development - Director - CP	1	0	0	0.0	0.0	0	0	1	0
Fire Department - Donna Dingler	1	1	1	0.8	0.8	100%	0	0	0
Information Technology - Director	1	0	1	0.0	0.0	100%	0	0	0
Information Technology - GISRequest	1	0	0	0.0	0.0	0	0	1	1
Parks, Recreation & Cultural Affairs - TP	1	0	0	0.0	0.0	0	0	1	1
Parks, Recreation & Cultural Affairs - WM	1	1	1	8.6	8.6	0	0	0	0
Police Department - BO	1	1	0	0.5	0.0	0	0	1	1
Totals	1,516	957	1,421	2.1	13.2	80%	176	95	33

COSF CRC Report

District 3

October 1, 2019 - September 30, 2020

Requests filtered by that have been created and within

DTA: Days to Acknowledge DTC: Days to Close O&O: Open and Overdue

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Public Works	1,346	1,193	1,262	1.6	7.4	93%	28	84	14
CDRA - Code Enforcement - JB	145	131	144	1.3	10.2	87%	19	1	0
CDRA - Code Enforcement - TM	134	106	134	2.3	7.9	91%	14	0	0
CDRA - Planning and Zoning - DG	97	4	94	11.3	28.4	0	1	3	1
Programs and Performance Administrator	77	1	77	0.1	0.1	95%	4	0	0
CDRA - Permits - FB	62	4	56	3.5	25.4	39%	34	6	6
CDRA - Code Enforcement - QG	49	35	49	0.5	1.5	100%	0	0	0
Police Department - Patrol - LF	44	0	44	0.0	1.8	38%	11	0	0
Police Department - SE	31	6	31	2.1	2.3	44%	13	0	0
Economic Development - Permitting Manager	27	1	27	0.0	7.2	78%	6	0	0
CDRA - City Arborist - SD	22	3	18	4.3	57.3	6%	16	4	2
Police Department - Traffic Unit	20	9	19	6.5	11.8	63%	6	1	1
CDRA - Code Enforcement - VD	19	8	19	2.6	4.6	100%	4	0	0
CDRA - Director - SR	15	0	10	0.0	0.0	100%	0	5	1
CDRA - Permits - MB	13	2	11	0.7	94.6	0	11	2	2
CDRA - Code Enforcement - PM	11	10	11	14.2	19.9	89%	1	0	0
Police Department - Traffic - CF	11	4	9	0.2	34.8	33%	4	2	0
Economic Development - Business Licenses - LT	9	0	9	0.0	1.2	78%	2	0	0
Parks, Recreation & Cultural Affairs - TP	8	2	4	21.9	88.0	0	4	4	4
CDRA - Code Enforcement - LR	7	6	7	5.8	16.5	43%	2	0	0
Fire Department - LM	7	5	6	4.6	5.5	67%	2	1	0
CDRA - Code Enforcement Administrator - BM	6	1	6	1.3	1.4	60%	2	0	0
Public Works - General Services - CW	6	4	1	2.8	0.0	100%	0	5	4
CDRA - Code Enforcement - SR	5	5	5	0.9	4.2	100%	1	0	0
CDRA - Planning and Zoning - BW	4	0	1	0.0	0.0	100%	0	3	2
Public Works - AM	4	3	4	6.2	31.0	0	4	0	0
Court	3	0	0	0.0	0.0	0	0	3	0
Police Dept - EW	3	2	3	1.0	1.0	50%	0	0	0
Totals	2,217	1,555	2,088	1.8	9.8	85%	200	129	39

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
CDRA - Code Enforcement -	2	2	2	1.3	2.6	100%	0	0	0
CDRA - Code Enforcement - AJ	2	1	2	2.0	1.9	100%	0	0	0
CDRA - Planning and Zoning - MJ	2	1	2	1.7	9.0	100%	0	0	0
Information Technology - Director	2	0	2	0.0	0.0	100%	0	0	0
Police Department - Administrative Coordinator - FW	2	1	2	1.4	13.4	0	0	0	0
Police Department - BO	2	1	1	1.0	13.2	0	2	1	1
Police Dept	2	0	2	0.0	64.0	0	2	0	0
Call Center	1	0	1	0.0	0.4	0	0	0	0
CDRA - Code Enforcement - DD	1	0	1	0.0	10.9	0	1	0	0
CDRA - Code Enforcement - RC	1	0	1	0.0	9.8	100%	0	0	0
CDRA - Development Services Manager - AP	1	0	1	0.0	61.5	0	1	0	0
CDRA - Site Inspector - MF	1	0	0	0.0	0.0	0	0	1	0
City Clerk - DW	1	0	1	0.0	2.2	100%	0	0	0
City Manager	1	1	0	0.0	0.0	0	0	1	0
City Manager's Office - JC	1	0	1	0.0	5.8	0	1	0	0
Code Enforcement - RAn	1	1	1	0.6	0.7	100%	0	0	0
Code Enforcement- SB	1	1	1	2.2	5.8	0	1	0	0
Court - Administrator - LC	1	0	1	0.0	0.0	0	0	0	0
Economic Development - Building Inspector - BE	1	0	1	0.0	25.3	0	1	0	0
Economic Development - Business Licenses - DH	1	1	1	0.0	24.0	0	1	0	0
Information Technology - GIS	1	0	1	0.0	0.0	100%	0	0	0
Parks, Recreation & Cultural Affairs - WM	1	0	0	0.0	0.0	0	0	1	0
Programs and Performance - Customer Service	1	0	1	0.0	0.0	100%	0	0	0
Public Works - AC	1	0	1	0.0	66.0	0	1	0	0
Public Works - RF	1	0	0	0.0	0.0	0	0	1	1
Totals	2,217	1,555	2,088	1.8	9.8	85%	200	129	39

COSF CRC Report

District 4

October 1, 2019 - September 30, 2020

Requests filtered by that have been created and within

DTA: Days to Acknowledge DTC: Days to Close O&O: Open and Overdue

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Programs and Performance Administrator	1,851	3	1,851	0.9	0.1	95%	79	0	0
Public Works	1,498	1,064	1,417	1.6	8.7	91%	34	81	12
Police Department - Patrol - LF	773	4	773	0.3	1.0	53%	29	0	0
CDRA - Permits - FB	584	7	567	0.5	20.0	48%	288	17	17
CDRA - Planning and Zoning - DG	416	15	406	4.9	29.4	33%	10	10	2
Police Department - SE	244	7	244	2.0	1.7	57%	60	0	0
Economic Development - Permitting Manager	190	22	190	0.5	3.9	81%	35	0	0
Court	184	0	70	0.0	1.4	0	2	114	4
CDRA - Director - SR	170	1	147	0.0	0.4	100%	0	23	7
CDRA - Code Enforcement - QG	134	109	134	0.5	1.6	98%	4	0	0
Economic Development - Business Licenses - LT	124	10	124	1.3	0.7	87%	13	0	0
Police Department - Administrative Coordinator - FW	98	86	98	0.3	2.0	81%	13	0	0
CDRA - Permits - MB	82	5	78	8.2	87.0	0	75	4	4
Human Resources - TS	44	0	44	0.0	0.5	89%	5	0	0
Programs and Performance - Customer Service	40	0	40	0.0	2.2	92%	3	0	0
Police Department - Traffic - CF	39	3	38	0.5	24.2	25%	3	1	1
Code Enforcement- SB	37	37	37	0.7	2.7	68%	5	0	0
CDRA - Code Enforcement - VD	33	15	33	7.8	8.9	91%	4	0	0
Public Works - RF	31	14	20	0.7	31.8	20%	9	11	5
CDRA - Planning and Zoning - BW	30	1	23	0.5	6.5	33%	13	7	3
Court - Administrator - LC	30	0	30	0.0	0.4	0	0	0	0
City Clerk - Deputy Clerk - CA	28	2	27	0.3	17.1	37%	16	1	1
City Clerk - Records Administrator - RP	28	6	21	1.3	2.6	86%	2	7	6
CDRA - Code Enforcement Administrator - BM	27	13	27	4.0	11.0	50%	9	0	0
Public Works - General Services - CW	26	6	8	1.7	7.0	88%	1	18	18
CDRA - City Arborist - SD	25	3	23	3.2	45.0	18%	18	2	1
Fire Department - LM	20	10	17	1.1	4.5	59%	8	3	1
Information Technology - GIS	19	0	19	0.0	1.1	79%	4	0	0
Totals	7,090	1,561	6,752	1.7	7.8	79%	859	338	104

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Economic Development - Building Inspector - BE	16	0	16	0.0	5.4	21%	11	0	0
Finance & Administrative Services - AD	15	0	15	0.0	24.3	7%	13	0	0
Police Department - Traffic Unit	15	11	15	0.8	8.6	73%	4	0	0
Parks, Recreation & Cultural Affairs - TP	14	1	4	10.1	3.0	100%	0	10	9
Police Dept - EW	12	4	12	1.8	1.6	70%	3	0	0
CDRA - Planning and Zoning - MJ	11	1	11	1.0	5.3	38%	6	0	0
Finance & Administrative Services - Procurement Administrator - AK	11	7	11	12.3	31.2	0	11	0	0
Information Technology - Director	11	2	11	21.4	8.1	45%	6	0	0
Police Dept	11	5	11	0.4	60.0	13%	8	0	0
Fire Department - JB	10	9	10	0.8	4.3	40%	4	0	0
CDRA - Code Enforcement - MM	9	0	9	0.0	2.3	78%	2	0	0
Call Center	8	2	3	0.5	8.4	0	0	5	1
CDRA - Code Enforcement - AJ	8	7	8	6.1	16.7	86%	1	0	0
CDRA - Development Services Manager - AP	8	1	8	0.8	5.4	67%	1	0	0
CDRA - Permits - MJ	8	7	8	3.2	5.6	13%	7	0	0
CDRA - Planning and Zoning Administrator - NML	8	5	4	2.9	10.3	0	2	4	3
Communications - SS	7	0	5	0.0	39.5	40%	3	2	1
CDRA - Code Enforcement - JB	6	4	6	0.4	3.4	67%	2	0	0
CDRA - Code Enforcement - LR	6	4	6	1.3	3.5	50%	2	0	0
CDRA - Code Enforcement - TM	6	6	6	1.4	7.5	83%	1	0	0
CDRA - Inspector - WA	6	2	1	0.2	1.9	0	0	5	2
Information Technology - GISRequest	6	4	4	11.7	27.8	0	4	2	2
CDRA - Code Enforcement - PM	5	4	5	0.1	8.7	67%	1	0	0
CDRA - Code Enforcement - RA	5	3	5	0.9	1.2	100%	0	0	0
CDRA - Deputy Director - CC	5	4	4	1.4	1.6	25%	2	1	0
City Manager's Office - JC	5	0	5	0.0	0.7	100%	0	0	0
Finance & Administrative Services - Risk Management - MW	5	1	1	8.8	8.8	0	1	4	1
CDRA - Code Enforcement - DD	4	3	4	0.8	7.7	50%	2	0	0
Finance & Administrative Services - SH	4	0	4	0.0	49.5	0	4	0	0
Fire Department - Donna Dingler	4	2	2	3.8	3.7	0	1	2	0
Totals	7,090	1,561	6,752	1.7	7.8	79%	859	338	104

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Parks, Recreation & Cultural Affairs - WM	4	2	3	0.2	0.9	67%	1	1	1
CDRA - Code Enforcement - DDix	3	2	3	0.9	8.5	100%	2	0	0
Code Enforcement - RAn	3	3	3	0.4	9.4	100%	0	0	0
Finance & Administrative Services - Accounts Payable - SJ	3	0	2	0.0	62.9	0	2	1	1
CDRA - Code Enforcement - FA	2	0	2	0.0	2.3	50%	1	0	0
CDRA - Code Enforcement - MB	2	2	2	0.9	1.0	100%	0	0	0
CDRA - Code Enforcement - MMcK	2	2	2	1.7	6.2	100%	2	0	0
Human Resources - Director - AH	2	2	2	0.0	0.5	100%	0	0	0
Police Department - Chief - KM	2	2	2	24.7	79.0	0	2	0	0
Programs and Performance - Customer Experience	2	0	2	0.0	0.0	100%	0	0	0
CDRA - Code Enforcement -	1	1	1	3.1	3.1	100%	0	0	0
CDRA - Code Enforcement - GT	1	1	1	1.2	1.4	0	1	0	0
CDRA - Code Enforcement - PS	1	0	1	0.0	1.1	0	1	0	0
CDRA - Code Enforcement - SR	1	1	1	2.1	10.2	100%	0	0	0
CDRA - Inspector - GH	1	0	0	0.0	0.0	0	0	1	1
City Attorney - EW	1	1	1	0.0	13.9	0	1	0	0
Economic Development - Business Licenses - DH	1	0	1	0.0	0.0	100%	0	0	0
Economic Development - Director - CP	1	0	0	0.0	0.0	0	0	1	0
Finance & Administrative Services - NR	1	0	1	0.0	33.0	0	1	0	0
Police Department - BO	1	0	1	0.0	20.2	0	1	0	0
Public Works - AM	1	0	1	0.0	0.4	100%	0	0	0
Totals	7,090	1,561	6,752	1.7	7.8	79%	859	338	104

COSF CRC Report

District 5

October 1, 2019 - September 30, 2020

Requests filtered by that have been created and within

DTA: Days to Acknowledge DTC: Days to Close O&O: Open and Overdue

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Public Works	870	725	816	1.5	10.4	90%	23	54	4
CDRA - Code Enforcement - JB	197	172	195	0.7	6.4	95%	15	2	0
CDRA - Code Enforcement - FA	153	6	153	1.5	3.6	99%	9	0	0
CDRA - Planning and Zoning - DG	80	4	77	2.6	21.3	0	4	3	2
Programs and Performance Administrator	70	1	70	0.3	0.2	91%	5	0	0
CDRA - Code Enforcement -	69	64	69	2.1	6.2	95%	3	0	0
CDRA - Permits - FB	69	0	65	0.0	12.1	66%	21	4	4
CDRA - Code Enforcement - LR	54	41	54	1.7	5.9	92%	6	0	0
Police Department - Patrol - LF	45	1	45	1.6	1.5	38%	12	0	0
Police Department - SE	34	5	34	0.6	2.4	52%	11	0	0
CDRA - Code Enforcement - SR	31	30	31	1.3	6.4	89%	6	0	0
CDRA - City Arborist - SD	18	2	17	1.5	42.0	12%	15	1	1
Economic Development - Permitting Manager	17	0	17	0.0	4.5	88%	2	0	0
CDRA - Code Enforcement - PM	15	11	15	2.0	4.8	100%	1	0	0
CDRA - Permits - MB	11	0	11	0.0	80.0	0	11	0	0
Police Department - Traffic - CF	10	0	10	0.0	20.5	100%	0	0	0
Police Department - Traffic Unit	9	5	9	4.7	14.5	50%	4	0	0
Public Works - General Services - CW	9	4	2	0.7	1.8	50%	1	7	7
CDRA - Director - SR	8	1	7	2.0	0.2	0	0	1	0
Economic Development - Business Licenses - LT	6	0	6	0.0	0.9	83%	1	0	0
Fire Department - LM	6	6	6	0.4	1.3	83%	1	0	0
Police Dept	6	2	6	1.6	80.7	0	6	0	0
CDRA - Code Enforcement Administrator - BM	5	2	5	0.5	2.4	0	0	0	0
Police Dept - EW	5	0	5	0.0	0.9	67%	1	0	0
Programs and Performance - Customer Service	5	0	5	0.0	7.6	60%	2	0	0
Call Center	4	2	1	0.9	0.6	0	0	3	2
Code Enforcement- SB	3	0	3	0.0	2.0	100%	0	0	0
Economic Development - Building Inspector - BE	3	2	3	4.9	7.8	0	3	0	0
Totals	1,839	1,096	1,758	1.4	9.5	85%	172	81	23

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Parks, Recreation & Cultural Affairs - TP	3	0	0	0.0	0.0	0	0	3	2
Police Department - Administrative Coordinator - FW	3	1	3	0.1	7.4	100%	0	0	0
CDRA - Planning and Zoning - BW	2	0	1	0.0	3.3	0	1	1	1
City Clerk - Records Administrator - RP	2	1	2	1.0	0.8	100%	0	0	0
Public Works - AC	2	1	2	20.1	13.3	50%	2	0	0
Public Works - RF	2	0	2	0.0	0.8	100%	0	0	0
CDRA - Code Enforcement - GT	1	1	1	0.0	4.6	100%	0	0	0
CDRA - Code Enforcement - TM	1	1	1	2.2	14.0	100%	1	0	0
CDRA - Permits - MJ	1	1	1	1.3	7.6	0	1	0	0
CDRA - Planning and Zoning - MJ	1	0	1	0.0	2.5	0	0	0	0
City Clerk - Deputy Clerk - CA	1	0	1	0.0	0.0	100%	0	0	0
Communications - SS	1	0	1	0.0	22.4	0	1	0	0
Economic Development - Business Licenses - DH	1	1	1	0.1	23.2	0	1	0	0
Finance & Administrative Services - AD	1	0	1	0.0	11.4	0	1	0	0
Finance & Administrative Services - NR	1	1	1	11.3	28.2	0	1	0	0
Finance & Administrative Services - Risk Management - MW	1	1	0	0.8	0.0	0	0	1	0
Information Technology - GIS	1	0	1	0.0	0.0	100%	0	0	0
Information Technology - GISRequest	1	0	0	0.0	0.0	0	0	1	0
Public Works - AV	1	1	1	0.0	19.6	0	0	0	0
Totals	1,839	1,096	1,758	1.4	9.5	85%	172	81	23

COSF CRC Report

District 6

October 1, 2019 - September 30, 2020

Requests filtered by that have been created and within

DTA: Days to Acknowledge DTC: Days to Close O&O: Open and Overdue

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Public Works	915	716	820	1.8	11.8	93%	15	95	9
CDRA - Code Enforcement - MMcK	213	212	212	0.9	3.2	99%	4	1	0
CDRA - Code Enforcement - DDix	153	100	153	3.4	10.8	84%	23	0	0
CDRA - Permits - FB	89	4	84	3.6	20.1	43%	46	5	5
Programs and Performance Administrator	80	1	80	0.6	0.2	94%	5	0	0
CDRA - Code Enforcement - GT	74	70	74	2.1	3.2	99%	4	0	0
Police Department - Patrol - LF	56	4	56	0.4	1.9	53%	7	0	0
CDRA - Planning and Zoning - DG	55	1	54	0.9	37.8	0	0	1	0
CDRA - Code Enforcement - PM	37	30	37	1.5	5.9	80%	3	0	0
CDRA - Code Enforcement - FA	35	0	35	0.0	4.9	94%	2	0	0
CDRA - Code Enforcement - SR	24	24	24	1.9	5.2	92%	0	0	0
CDRA - Code Enforcement -	23	22	23	1.2	5.1	95%	2	0	0
CDRA - City Arborist - SD	21	3	18	0.0	37.4	17%	15	3	3
Economic Development - Permitting Manager	18	0	18	0.0	8.1	83%	3	0	0
Police Department - SE	18	3	18	1.0	3.2	47%	8	0	0
Economic Development - Business Licenses - LT	17	2	17	1.4	0.4	94%	1	0	0
Public Works - RF	15	4	8	0.3	17.9	43%	2	7	4
CDRA - Permits - MB	14	0	14	0.0	78.3	0	13	0	0
CDRA - Code Enforcement - LR	11	7	11	21.9	17.8	100%	1	0	0
Police Department - Traffic - CF	11	2	11	0.8	27.4	100%	0	0	0
Public Works - General Services - CW	10	4	0	0.3	0.0	0	0	10	5
CDRA - Code Enforcement Administrator - BM	8	4	8	0.8	17.1	33%	1	0	0
Police Department - Traffic Unit	8	6	8	0.5	26.3	14%	6	0	0
CDRA - Director - SR	6	0	5	0.0	0.0	0	0	1	0
Court	5	0	1	0.0	0.0	0	0	4	0
Parks, Recreation & Cultural Affairs - TP	5	1	1	0.3	0.7	0	0	4	2
Police Dept - EW	5	1	5	0.0	0.4	100%	0	0	0
City Clerk - Records Administrator - RP	4	1	4	0.1	0.3	100%	0	0	0

Totals	1,960	1,235	1,825	1.9	11.0	85%	173	135	29
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Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Economic Development - Building Inspector - BE	3	0	3	0.0	16.4	33%	2	0	0
Fire Department - LM	3	3	3	0.0	7.1	100%	0	0	0
Police Department - Administrative Coordinator - FW	3	1	3	0.1	1.9	67%	1	0	0
CDRA - Development Services Manager - AP	2	2	2	1.7	4.7	50%	1	0	0
CDRA - Planning and Zoning - BW	2	0	1	0.0	3.2	0	1	1	0
Information Technology - GIS	2	0	2	0.0	1.6	50%	1	0	0
Programs and Performance - Customer Service	2	0	2	0.0	9.0	50%	0	0	0
Call Center	1	1	0	1.5	0.0	0	0	1	1
CDRA - Code Enforcement - AJ	1	1	1	0.0	0.0	100%	0	0	0
CDRA - Code Enforcement - MB	1	1	1	1.8	13.3	100%	1	0	0
CDRA - Deputy Director - CC	1	0	0	0.0	0.0	0	0	1	0
CDRA - Permits - MJ	1	1	1	25.6	31.2	0	1	0	0
CDRA - Planning and Zoning Administrator - NML	1	1	0	0.2	0.0	0	0	1	0
CDRA - Planning and Zoning - MJ	1	0	1	0.0	16.3	0	0	0	0
City Clerk - Deputy Clerk - CA	1	0	1	0.0	13.3	0	1	0	0
Court - Administrator - LC	1	0	1	0.0	0.0	0	0	0	0
Finance & Administrative Services - CFO	1	0	1	0.0	8.9	0	1	0	0
Fire Department - Deputy Fire Chief	1	1	1	2.2	3.7	0	1	0	0
Information Technology - Director	1	0	1	0.0	0.0	100%	0	0	0
Police Dept	1	1	1	0.1	105.2	0	1	0	0
Totals	1,960	1,235	1,825	1.9	11.0	85%	173	135	29

COSF CRC Report

District 7

October 1, 2019 - September 30, 2020

Requests filtered by that have been created and within

DTA: Days to Acknowledge DTC: Days to Close O&O: Open and Overdue

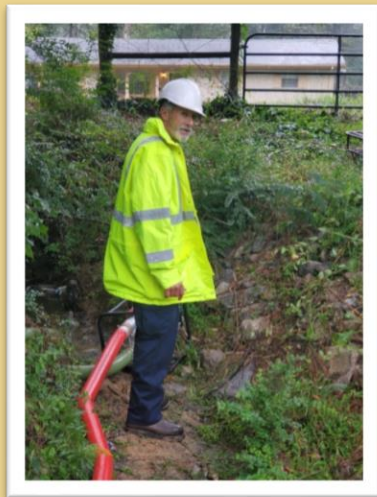
Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Public Works	902	744	813	2.0	12.1	92%	15	89	6
CDRA - Code Enforcement - MMcK	136	132	136	1.1	3.3	98%	2	0	0
CDRA - Code Enforcement - GT	90	82	90	2.6	4.4	92%	7	0	0
Police Department - Patrol - LF	90	3	90	1.7	2.2	41%	21	0	0
Programs and Performance Administrator	67	1	67	1.0	0.2	92%	5	0	0
CDRA - Permits - FB	66	1	58	4.3	15.2	56%	24	8	8
CDRA - Planning and Zoning - DG	52	2	50	0.0	36.4	0	0	2	1
CDRA - Code Enforcement - AJ	47	41	47	4.1	7.3	98%	3	0	0
Police Department - SE	28	6	28	1.4	2.5	36%	12	0	0
CDRA - Code Enforcement - DDix	26	13	26	1.6	9.4	88%	3	0	0
Economic Development - Permitting Manager	21	1	21	0.7	1.1	90%	2	0	0
Police Department - Traffic - CF	16	1	15	0.3	32.3	0	5	1	0
CDRA - Permits - MB	14	1	13	0.2	95.7	8%	12	1	1
CDRA - Code Enforcement - PM	13	12	13	2.3	6.5	88%	0	0	0
CDRA - City Arborist - SD	11	3	8	0.7	51.9	13%	7	3	3
CDRA - Code Enforcement - SR	11	11	11	3.0	5.9	100%	0	0	0
Economic Development - Business Licenses - LT	10	0	10	0.0	0.1	100%	0	0	0
Public Works - RF	9	3	2	0.2	14.1	100%	1	7	4
CDRA - Code Enforcement Administrator - BM	8	4	8	0.7	43.1	33%	0	0	0
CDRA - Code Enforcement - LR	8	8	8	2.3	7.7	100%	0	0	0
Police Department - Administrative Coordinator - FW	7	6	5	0.8	6.5	100%	0	2	2
CDRA - Planning and Zoning - BW	6	0	4	0.0	6.3	0	3	2	2
Police Dept - EW	6	3	6	0.3	0.8	50%	2	0	0
Fire Department - LM	5	4	5	15.1	12.8	40%	3	0	0
CDRA - Director - SR	4	2	1	1.1	0.0	100%	0	3	2
Public Works - General Services - CW	4	2	1	0.3	0.5	100%	0	3	2
CDRA - Planning and Zoning - MJ	3	0	3	0.0	1.6	0	0	0	0
Economic Development - Building Inspector - BE	3	1	3	3.7	7.3	0	3	0	0
Totals	1,695	1,099	1,569	2.0	11.2	84%	141	126	34

Assignee	Created	Ack	Closed	DTA	DTC	% in SLA	Overdue	Open	O&O
Police Department - Traffic Unit	3	3	3	0.4	66.7	50%	1	0	0
Call Center	2	2	2	2.9	4.4	0	2	0	0
Communications - SS	2	0	2	0.0	36.3	0	2	0	0
Information Technology - Director	2	0	2	0.0	0.0	100%	0	0	0
Information Technology - GIS	2	0	2	0.0	0.0	100%	0	0	0
Public Works - AC	2	0	1	0.0	18.4	0	1	1	1
CDRA - Code Enforcement - DD	1	0	1	0.0	0.1	100%	0	0	0
CDRA - Code Enforcement - FA	1	0	1	0.0	1.0	100%	0	0	0
CDRA - Code Enforcement - MM	1	0	1	0.0	0.0	100%	0	0	0
CDRA - Code Enforcement - PS	1	1	1	2.1	61.0	0	0	0	0
CDRA - Code Enforcement - QG	1	1	1	2.1	2.1	0	0	0	0
CDRA - Deputy Director - CC	1	0	0	0.0	0.0	0	0	1	0
CDRA - Development Services Manager - AP	1	0	1	0.0	28.0	0	0	0	0
CDRA - Permits - MJ	1	1	1	0.3	0.3	100%	0	0	0
CDRA - Planning and Zoning Administrator - NML	1	1	1	0.1	0.1	0	0	0	0
City Clerk - Deputy Clerk - CA	1	0	1	0.0	32.7	0	1	0	0
City Clerk - Records Administrator - RP	1	0	1	0.0	2.5	100%	1	0	0
City Manager's Office - JC	1	0	1	0.0	3.0	0	1	0	0
Code Enforcement- SB	1	1	1	0.7	3.9	0	1	0	0
Court	1	0	0	0.0	0.0	0	0	1	0
Economic Development - Business Licenses - DH	1	1	0	0.2	0.0	0	0	1	1
Finance & Administrative Services - Budget Manager - LM	1	0	1	0.0	0.0	100%	0	0	0
Finance & Administrative Services - Risk Management - MW	1	0	0	0.0	0.0	0	0	1	1
Police Dept	1	1	1	0.0	3.7	100%	0	0	0
Programs and Performance - Customer Service	1	0	1	0.0	5.7	0	1	0	0
Totals	1,695	1,099	1,569	2.0	11.2	84%	141	126	34



PUBLIC WORKS REPORT

City of South Fulton Public Works Department





Month in Review: September 2020

City of South Fulton Public Works

Jacobs
Challenging today.
Reinventing tomorrow.

Pictures on cover page are employees working within the community. Public Works Employees (pictured from left to right)

- Draining water from flooded areas;
- Performing repairs and servicing traffic signals;
- Trimming and cutting of trees along the right of way.



Month in Review: September 2020

City of South Fulton Public Works

Jacobs
Challenging today.
Reinventing tomorrow.

Purpose

Each month hundreds of requested and scheduled activities are completed by the City of South Fulton's Public Works Department. This document highlights key activities to maintain, promote safety and improve the look and feel of neighborhoods and commercial districts throughout the City of South Fulton Georgia. Public Works operations are provided through agreement with Jacobs.

Call Center and SeeClickFix September Activities

The Call Center, also known as SeeClickFix or 311 is the main connection between the City and its citizens. Although this service is operated through the Public Works Department, citizens can access any City department through this program.

Highlights of Call Center & See Click Fix: September 2020	
Metric Description	Number or Percent
Total Call Center Requests	1910
Total Work Orders	570
Total SeeClickFix Requests for Public Works	686
Total Work Orders Completed that met Service Level Agreement	509
Total Work Orders Completed that met Service Level Agreement as Percentage	96%
Total Work Order/Requests Open or In-Progress	168
Total Work Requests did not meet Service Level Agreement	2
Total Work Requests without Service Level Agreement or not due in current month	159
Total SeeClickFix Request Closed/Archived	509

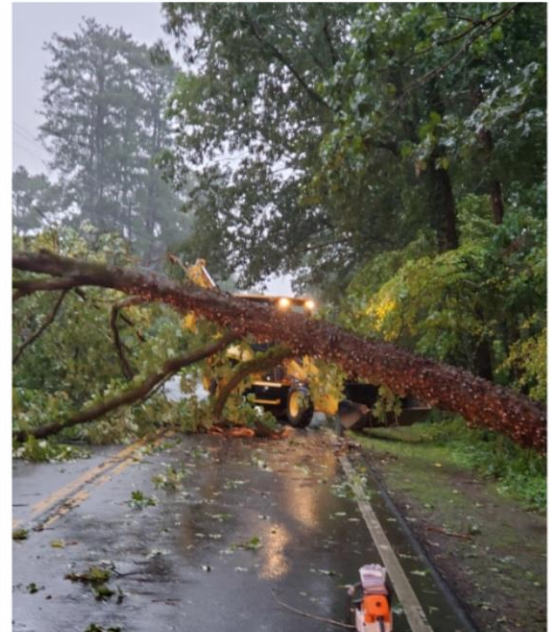
Each day, citizens and businesses connect to the City of South Fulton to address issues ranging from fallen trees to information about upcoming events. Operators are knowledgeable and available to take calls from the public 24 hours a day 7 days per week. Citizens may also download an app from the from Google Play Store or Apple's App Store to enter requests at any time directly into the system.

Monthly Focus: Storm Preparation

Storm Remnants of Hurricane Sally Hits Georgia

Hurricane season began on June 1 and will last until Nov 30. To date, it has featured a total of 24 tropical or subtropical cyclones, 23 named storms, 8 hurricanes, and 2 major hurricanes. On Thursday, September 17, Georgia received the remnants of Hurricane Sally, which had turned into a storm depression by the time she reached Georgia. In preparation for the storm, Public Works deployed vacuum trucks throughout the City to clear catch basins of debris allowing water to flow freely in the system, alleviating back flow that eventually results in flooding.

During this storm event, seven (7) roads were closed due to downed trees. Staff worked to clear the debris and all roads have been reopened except for Stacks Roads. Stacks Road is the only road that will remain closed due to severe damage to the bridge.



**Crews remove fallen tree
left behind from Sally
September 2020**

Corrugated Metal Piping Resolve Sinkhole Issue

Corrugated Metal Piping, also referred to as CMP was used to repair a project along on Marcus Nyah. The need for repairs were due to a failing storm pipe which caused a sinkhole to develop. After much evaluation, the method selected was lining of the pipe opposed to replacing the pipe for several reasons; (1) cost, (2) least invasive to the environment (3) all the saving of a very large tree, (4) disassembling one driveway and two yards. The sinkhole was the result from the damaged pipe and was repaired in less than 8 hours repair. If replacing the pipe had been selected, repairs could have taken approximately 15 times longer.



**Napkin debris strewn along Old National Highway
September 2020**

opportunity to see the **Clean Communities Initiative** in action.

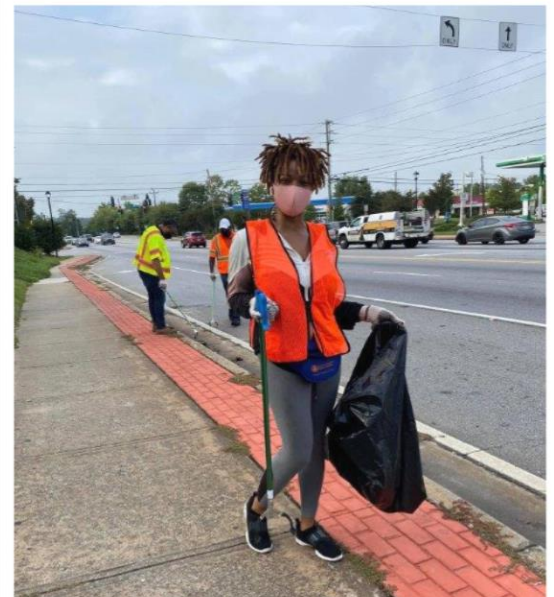
The Clean Communities Initiative was launched to reduce/eliminate the amount of litter and dumping found in throughout the City of South Fulton. The Clean Community Crew, along with additional treatments, strategies and partnerships will be employed to reach this goal. **Treatments** include trash receptacles and signage. **Strategies** include enforcement methods and education. **Partnerships** must include community groups, Community Improvement Districts (CIDs), businesses and the leadership of elected officials and the citizens of South Fulton.

Clean Community Crew Makes Its Debut

A week after its release, this new crew made its debut by assisting with an unexpected cleanup in District 5. Requests were received through SeeClickFix about paper napkins that had been blown up and down Old National Highway.

The Clean Community Crew is used to address emergencies, proactively address litter and monitor known illegal dumping sites on a weekly basis.

Crews worked diligently to remove the debris in time for a nearby scheduled event. Although Old National Highway is not part of our service area, it was an



**Volunteer for Saturday Clean Up
Day in Districts 2 and 3
September 2020**

Traffic Systems and Studies

Signs, signals and pavement markings help us understand where we are and get to our destination safely and efficiently. Because this equipment is required to be in the right of way, it can often be damaged from passing vehicles, accidents and weather.

Traffic Activities in August

During this reporting period seventy-seven (77) traffic work orders were completed. These requests include traffic calming, sign replacements, sign repairs, preventive maintenance and signal repairs



Crews using seen here are using a Vac truck to remove debris from one of nine catch basins. September 2020

Storm Water Management

Storm Water Management consists of the inspection and maintenance of piping, inlets and catch basins in city right of way that form the system to direct storm water to natural water ways. During September fourteen (14) assessments were made in the City of South Fulton. In addition, nine (9) catch basins were serviced by the Vac Truck. When catch basins become clogged with trash and debris, a Vac Truck is used to unclog the pipe, allowing storm water to successfully drain away from road. This maintenance improves water quality and makes roads safer, especially during heavy downpours.

A successful stormwater system keeps people away from the water and the water away from the people. The system is free of pollution and enables aesthetic pleasures as well as recreational activities. Our stormwater department is dedicated to keeping our

system healthy as well as the residents safe.

When a stormwater system fails to operate properly it can damage other systems, negatively impact water quality and cause unsafe driving conditions especially during periods of rain.

Solid Waste Management

Solid Waste Management includes overseeing compliance of the Solid Waste Ordinance, management of Merk Miles Transfer Station, Beautification Plan and coordination of residential and commercial collection providers. Twenty-three inquiries were addressed related to residential collections.

Field Services

Field Services includes the following activities:

- Litter Removal
- Mowing
- Brush Cutting
- Graffiti Removal
- Pothole Repair
- Bridge Maintenance (cosmetic only)
- Street Sweeping
- Tree Removal
- Dead Animal Removal
- Illegal Dumping



Corrugated Metal Piping (CMP) being installed at resident's home along Marcus Nyah – September 2020

Illegal Dumping

Illegal Dumping is defined by the City of South Fulton as, "illegally dumping of waste instead of using an authorized use of collection." There were forty-eight (48) illegal dumping sites cleaned during the month of August.





**Restoration to bank after new installation of CMP
September 2020**

Litter Removal

Every four weeks Public Works collects litter on 204 miles of road as part of the mowing process. During this time roads needing additional treatment are cleaned as well. In the month of August, Public Works also completed forty-eight (48) requests from the public to remove litter. Requests for litter removal in SeeClickFix are required to be completed within ten (10) business days.

Gravel/Dirt Road Maintenance

There are fifty-three (53) dirt roads encompassing approximately thirty miles within the City of South Fulton. During the month of September, just over five and a half (5.5) miles of dirt roads received maintenance. Please see table below:

<div>  <div> City of South Fulton Public Works Gravel Road Maintenance Schedule June 13 - October 1, 2020 </div>  </div>					
Name	District	Start	End	Miles	Last Treatment
Chattahoochee Dr	1	Campbellton Road	Dead End	0.51	1-Sep-20
Rocky Head Rd	2	Union Road	Old Campbellton Road	0.17	1-Sep-20
Northcutt Rd	4	Cedar Grove Road	Porter Terry Road	1.93	14-Sep-20
Petersburg Rd	4	Northcutt Road	Dead End	1.90	24-Sep-20
Porter Terry Rd	4	Cochran Mill Road	Dead End	0.28	14-Sep-20
Porter Terry Rd #2	4	Cascade Palmetto Hwy	Northcutt Road	0.82	14-Sep-20
				5.61	

Dead Animal Removal

As a service, dead animals are removed from the right of way and roadway each month. During the month of August, Public Works removed six (6) dead animals in the roadway or on the right-of-way. Large animals must be removed from the roadway within one day. Removal for any animal on the right of way is 3 business days.



Month in Review: September 2020

City of South Fulton Public Works

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General Services

Our internal team provides leadership in managing facilities, equipment, supplies, maintenance, and other support services to the elected officials and City departments and residents in a safe, reliable, and efficient manner.

Major Project Highlights: September 2020	
Project Description	Facility
Restriping of Parking Lots	All Fire Stations
Fire Extinguisher and AED Certifications	City Wide
Power Washing (in progress)	All Facilities
Heating, Ventilation, and Air Conditioning Preventative Maintenance	City Wide
Generators Preventative Maintenance	All Fire Stations
Overhead Bay Doors Preventative Maintenance	All Fire Stations
Distribution of Personal Protective Equipment and COVID-19 Signage	City Wide

Fleet Service

Our internal team provides leadership in managing the vehicle fleet maintenance, along with various equipment. Our team strives to provide each department with safe, reliable and economical vehicles and equipment while maintaining vehicle values and equipment investments.

Major Project Highlights: September 2020	
Project Description	Facility
(53) Emergency Vehicles Repaired Work consist of: Alignments, Brakes, Engine Tuning, Transmission Service	Police
(26) Preventative Maintenance Emergency Vehicles	Police
(50) City Vehicles Repaired	City Wide
Installation of GPS Tracking Devices and Mobile Data Terminals (in progress)	City Wide

Capital Projects

A. Locally-Managed Projects

Public Works is responsible for the planning, design, right-of-way acquisition, construction, administration, and the oversight of the Capital Improvement Program for both Federally- and locally funded projects.

a. Cascade Road over Branch of Utoy Creek



The construction of the existing double 33-ft. long bottomless concrete culvert built in 1951 is on schedule. All Erosion control measures are set in place. Utility relocations are about to be completed. The new structure is soon to be delivered to the job site. The Cascade Road opening is anticipated for Jan 2021



Month in Review: September 2020

City of South Fulton Public Works

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b. In Design

Major Project Highlights: September 2020	
Project Description	Phase
Old National Highway Sidewalks New Hope Road Sidewalks Demooney Road over Deep Creek Cochran Road over Deep Creek Cochran Road over Camp Creek	Design
Butner Road at Stonewall Tell Road Intersection Improvement	Pre- Construction/Contractual Phase

B. GDOT-Managed Projects

Major Project Highlights: September 2020	
Project Description	Phase
<ul style="list-style-type: none">• Buffington Road Upgrade, Rock Quarry Road to Roosevelt Highway• Buffington Road Upgrade, Royal south Parkway to Rock Quarry Road• Oakley Road over Broadanax Creek• Guardrail improvements throughout the city	Design
Campbellton Road at New Hope Road/Boat Rock Road	Construction



Month in Review: September 2020

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TSPLOST Projects

A. Locally-Managed Projects

Public Works is responsible for the planning, design, right-of-way acquisition, construction, administration, and the oversight of the T-Splost program established in 2016. It is a five-year program that started on April 1, 2017 and will expire in March 31, 2022

Major Project Highlights: September 2020	
Project Description	Phase
<ul style="list-style-type: none">• Enon Road over Camp Creek Tributary• Intersection Improvements<ul style="list-style-type: none">○ Butner Road at Pittman Road○ Demooney Road at West Stubbs Road○ Feldwood Road at Morning Creek Drive○ Stonewall Tell Road at Jones Road/Pittman Road○ Enon Road at Stonewall Tell Road	RFP
<ul style="list-style-type: none">• Butner Road over Camp Creek Bridge Replacement• Intersection Improvements<ul style="list-style-type: none">○ Butner Road @ Camp Creek Parkway○ Butner Road @ Union Road○ Campbellton Road @ Stonewall Tell Road○ Enon Road at Stonewall Tell Road○ Feldwood Road @ Benchmark Drive○ Old Fairburn Road @ Union Road○ Rivertown Road @ Cedar Grove Road○ Stonewall Tell Road @ Union Road• Sidewalks<ul style="list-style-type: none">○ Danforth Road Sidewalks, Rehoboth Circle to Cascade Road○ Enon Road Sidewalks, LynArbor Lane to Sanford J. Jones Boulevard• Flat Shoals Signal Upgrades and ATMS	Design
<ul style="list-style-type: none">• 2019 Resurfacing Projects	Completed

B. GDOT-Managed Projects

Major Project Highlights: September 2020	
Project Description	Phase
<ul style="list-style-type: none"> Bethsaida Road over Morning Creek Bridge Replacement Campbellton-Fairburn Road at Jones /Demooney Road Washington Road at Roosevelt Highway 	Design

RIGHT OF WAY (ROW) SERVICES

Public Works Issued a Notice to proceed to Atlas Technical Consultants to provide a wide range of easement and right of way acquisition services for the Capital Improvement Program (CIP) and T-SPLOST projects tabulated below.

CIP	TSPLOST
Old National Highway Sidewalks	Butner Road over Cam Creek
New Hope Road Sidewalks	Butner Road at Camp Creek Parkway
Demooney Road over Deep Creek	Butner Road at Union Road
Fairburn Road Upgrade	Feldwood Road at Bench Mark Drive
Cochran Road over Deep Creek	Old Fairburn Road at Union Road
Cochran Road over Camp Creek	Rivertown Road at Cedar Grove Road
	Stonewall Tell Road at Union road
	Danforth Road Sidewalks
	Enon Road Sidewalks



Month in Review: September 2020

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STREETLIGHTS

- A. Streetlights Masterplan
Council awarded the contract to develop a masterplan for the city to the lowest bidder, TSW.
- B. Requests
 - a. Roundabout at Cascade-Palmetto Highway and Cedar Grove Road/Ridge Grove-
Removal and installation of 17 poles
Secured a lighting agreement from GDOT to allow Greystone to obtain a permit to do the proposed work
 - b. Campbellton Road Lighting: Installation of 10 streetlights, from Sandtown Park to the intersection with Camp Creek Parkway
Provided the required documentation to initiate the permit process with GDOT
 - c. Received a quote for the installation of:
 - i. 1 light at 4345 Valley Road
 - ii. 3 lights along Cascade Parkway, from Cascade Road to Atlanta City limits
 - d. Pending quote for the installation of 4 lights on Tallulah Court