



CITY ADMINISTRATOR'S MONTHLY REPORT

MAY & JUNE 2024

FAIRBURN, GA

AUTHORED BY: TONY M. PHILLIPS

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Greetings Honorable Mayor & City Council Members,

I am privileged on a monthly basis to present a summary of the City's monthly administrative activities. The following are the departmental monthly reports for May & June 2024. The provision of essential and other services to our residents is an ongoing process that city staff seek to consistently elevate. There are always ways we can improve and be more efficient and impactful. As public servants we work daily to advance and improve service delivery for our residents.

The city of Fairburn's most valuable asset is our staff. Team Fairburn is made up of women and men who are dedicated, professional, experienced, and place a high value on serving our residents. We have recruited a highly qualified staff. The use of intentional, targeted recruitment and training opportunities has led to success in identifying and hiring staff members who have improved our service to citizens.

For the last two years the city has maintained a stable and growing financial foundation. Which, combined with conservative fiscal management, validates the city's optimistic economic outlook. Fairburn is a great city to raise a family, retire, recreate, or build a business/career. We have a multiple assets, including but not limited to, proximity to the world's busiest airport, access to major interstate and state highways, a notable status as one of the leading transportation and logistics centers in this region of the country, and a consistently low crime rate.

Transparency is at the very foundation of our municipal services and operations. The city also focuses on engagement with our neighborhoods, communities, and local businesses to better understand their needs. Our ever-present goal is to continue to build a safe, inclusive, innovative, and economically vibrant city.

This report summarizes activities for May & June 2024. Fairburn, under the leadership of the Honorable Mayor Mario Avery, continues its "Fairburn Forward" initiative highlighted by our three R's (Refresh, Rebrand, Renew). Please note the following departmental monthly reports.



Tony M. Phillips, CPM®

City Administrator

Phone: 770-964-2244

Email:

tphillips@fairburn.com

314 N.W. Broad Street

Fairburn, GA 30213

<https://www.fairburn.com/>



CITY CLERK



CITY CLERK

CITY CLERK BRENDA JAMES

MAY 2024

Department Highlights/Accomplishments:

Received 179 open records request for M a y - Researched and processed

Collected \$2516.11 payments for Open Records

Processed Mayor and Council Credit Card Request

Processed GMA and other registrations for Mayor and Council

Processed US Conference of Mayors 2024 Registrations

Prepared City Council Meeting Agenda Packets for May 2024

Emailed weekly open request reports to City Attorney, Mayor and City Administrator

Prepared City Council Minutes

Signed all Business & Alcohol Licenses

Process Per Diem Checks for Council

Process Payment of Invoices

Attend Leadership Meetings

Attend Community Forums

Deputy City Clerk Attends Management Training



Fairburn

Situated to Succeed

IN DEDICATION OF

THE CITY OF FAIRBURN

CORA ROBINSON PARK

MAYOR: MARIO B. AVERY

CITY COUNCIL MEMBERS:

MAYOR PRO TEM HATTIE PORTIS-JONES

LINDA J. DAVIS – HIRAM "ALEX" HEATH III

PAT PALLEND – ULYSSESS SMALLWOOD

JAMES WHITMORE

CITY ADMINISTRATOR: TONY PHILLIPS

CITY CLERK: BRENDA B. JAMES

CITY ATTORNEY: RORY STARKS

CITY ENGINEER: LESTER THOMPSON



Building Operations

DIRECTOR: Dana Smith

MAY 2024

Department Highlights/Accomplishments:

- Old Campbell Courthouse post fire Asbestos abatement and debris removal is completed. Preliminary engineering reports are complete, and final claim assessment has been received and being evaluated.
- Performed Plumbing upgrades at Municipal Court Building and City Administration Building.
- Performed HVAC Repairs at Municipal Court and 40 Washington Street Building
- Fire Station # 23 Construction is ongoing.
- Network Renovation Equipment is in progress.
- Public Safety Complex Design is in progress.
- Staff Relocations to various City buildings are complete.
- Replaced lights at City Administration, Duncan Park Restrooms and Youth Center buildings.
- Installed Office Furniture for several departments.

Department Updates:

- Project Status:
 - Safety Training Center Master Plan is nearly complete.
 - Temporary Fire Station Water Vault installation is complete and next phase is scheduled to be awarded next month.
 - Emergency generator for City Administration Building is in progress.
 - Emergency generator for Utilities complete, and Fire HQ/FS#22/Youth Center are complete.
 - New Mass Notification system is configured, and staff enrollment is ongoing.

Upcoming Events/Actions/Meetings:

- Complete Schematic Design of Public Safety Complex.
- Award RFP for CMAR for Public Safety Complex.
- Publish RFPs for special construction services.
- Continue next Phase of Network renovations.
- Public rollout and enrollment of new Mass Notifications System

Safety & Risk Management

- Attended final Supervisory Leadership Certification Training.
- Processed insurance claims.
- Continued Public Safety Complex discussion.
- Attended CISA Active Shooting Preparedness Webinar.
- Fire Risers/Sprinkler System Assessment
- Began OSHA 10 Training
- Created and distributed Safety Newsletter - Electricity in the Workplace



COURTS

DIRECTOR: LISA BROWNLEE-MACK

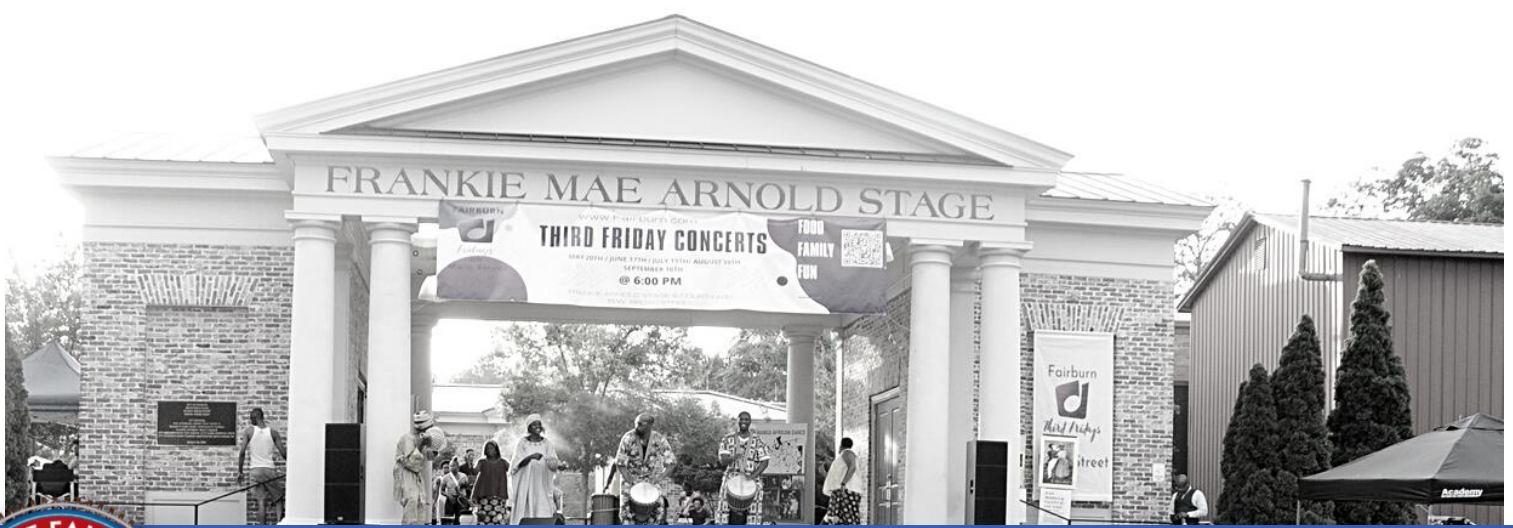
MAY 2024

Department Highlights/Accomplishments:

- Completed all scheduled court sessions
- Responded to Open Records Requests
- Processed Monthly State Funds Report

Upcoming Events/Actions/Meetings:

- ICJE Municipal Court Clerk's Training
- GABBTA Training
- Annual Amnesty Month
- Continue to review, revise Court forms, fines and SOP.



ECONOMIC DEVELOPMENT

DIRECTOR: SYLVIA ABERNATHY

MAY 2024

Department Highlights/Accomplishments:

- Fairburn Third Fridays' A Night of Blues & Soul Concert with Grammy Award-Winning Bobby Rush, Grove Centric, Ray Howard Band, Karen Bryant, Rewynd Band, and Stellar Award Nominee Rudy Currence; with more than 25 local businesses, retailers, and non-profit organizations represented.
- New business Grand Opening - Ribbon Cutting for Janou LLC Natural Health and Wellness that provides postpartum care to women and quality products.

Department Updates:

- Fairburn Concert Series – Collaborative meeting with Fire Chief, Fire Marshal, and Main Street Coordinator to establish new safety procedures for vendors and public interest. – 5/1
- Weekly meeting with Booth Management Consulting regarding Small Business Development Grant recipients; administrative and budgetary review, eligibility issues, and status updates – 5/1, 5/9, 5/16, 5/23, and 5/30
- Site Selection Meeting with developer regarding – 'Sustainable Luxury Micro Communities' residential development. – 5/1
- Economic Development- Department Update meeting with Asst. City Administrator regarding ongoing projects and initiatives. – 5/1
- Fairburn hosted the first Chat and Chill at the Cochran Mill Brewing Company, in collaboration with Go-see-do-ATL, for businesses, Main Street, and Economic Development. Participating cities included Chattahoochee Hills, City of South Fulton, Palmetto, Hapeville, College Park, and East Point. - 5/15
- Site Selection Meeting with CRD Project regarding BTR Community innovative single family housing concept of free-standing one and two-story single family and townhome styled units. – 5/16
- Participated in DRI Pre-Review/Methodology meeting regarding pending Fairburn Technology Project development with GRTA. – 5/20

- Fulton County-South Korea Delegation planning session regarding visit from Hills Robotics and representatives from the Republic of South Korea for ongoing collaboration and city tours to spur international cooperation. – 5/22
- GMA Professional Training – participated in Session 16: Diversity, Equity & Inclusion and Session 17: Customer Service for Supervisory Leadership Certification. – 5/23
- Business Development Meeting with Nourish and Bloom – AI Smart Fridge Pilot Program planning session to facilitate MOU agreement. – 5/24

Project Status:

- **Citizens Park**
 - Facilitated special-called meeting with Development Authority and Homeowners Association to discuss options for completing Phase I of the Citizens Park Project development.
 - Development authority counsel working with DA/DDA to facilitate amended MOU agreement.
 - HOA working with City of Fairburn Code enforcement toward compliance of detention pond and conversion to retention pond structure.
 - DA/DDA to review project in August.
- **LCI Gateway Tactical Study Meeting**
 - Meeting with ARC, Sizemore, Fairburn’s development team, and administration to discuss project timeline, core team/Steering Committee, engagement sites, and engagement opportunities.
 - Presentation to Mayor and City Council during work session. - July 22nd
- **Economic Development Strategic Plan Update**
 - Completion of business and community stakeholder meetings.
 - Bi-weekly meetings with KB Advisory Group for data collection, research, and survey review.
 - Stakeholder Survey will begin in July.

Upcoming Events/Actions/Meetings:

- DA/DDA Meeting
 - June 26th
- Fairburn Third Friday Concert Series
 - June 21st – Juneteenth Cultural Event
 - July 19th – Summer Jam
 - August 16th – Music Under the Stars
 - September 20th – Hispanic Cultural Festival



FINANCE

DIRECTOR: BRYAN STEPHENS

MAY 2024

Department Updates: Daily Operations

- Business Licenses
 - New Licenses: 8
 - Renewals: 30
 - Outstanding/Pending Unpaid: 301

- New services
 - Electric: 92
 - Water: 81
 - Garbage: 76

Personal Property Tax

- Collected: \$2,967,794
- Outstanding: \$106,010

Real Property Tax

- Collected: \$9,226,670
- Outstanding: \$245,449

Public Utility

- Collected: \$72,169
- Outstanding: \$270,039

Project Status:

- PaymentWorks vendor management solution – meeting with United Community Bank to facilitate SFTP. Also, procurement manager started vendor extraction for this project.
- Homestead values submitted to Fulton County for digest preparation
- Completed and submitted Government Management Indicators and of Government Local Government Finances report to Georgia Department of Community Affairs

• **Upcoming Events/Actions/Meetings:**

- a. Presentation of FY2023 audit by Mauldin and Jenkins
- b. Purchasing card policy update



FIRE

CHIEF CORNELIUS ROBINSON

MAY 2024

Department Highlights/Accomplishments:

- Parade with Campbell Elementary
- Hometown Hero with Campbell Elementary
- Field Day with Campbell Elementary
- National EMS Week “May 19- May 25,2024”
- Durham Lake Community Event
- Renaissance Festival
- 3 New Firefighters
- 17 Plan Reviews
- 6 Open Record Request
- 6 Occupational Tax Inspection “New Business”
- 4 Final Construction Inspections
- 4 Fire Investigations
- 2 Property Condemnation Investigation
- 4 Food Truck Inspections

Department Updates:

- Quint 22 in progress
- Temp Station in progress
- New Firefighters



General Services

DIRECTOR: GALE HIGGS

MAY 2024

Department Highlights/Accomplishments:

- 1 New Employee

Department Updates:

- Parking Spaces Repainted at City Center
- Stop Sign Upgrade on Bay St and Cole St
- Pothole Repairs in Multiple Areas
- Sewer / Gutter / Drain Cleanouts Throughout City
- Sign Replacements in Multiple Areas
- Quarterly Street Sweeping

Project Status: Pending

- Sidewalk Repairs

Upcoming Events/Actions/Meetings:

- Third Friday Event

HUMAN RESOURCES



HUMAN RESOURCES

DIRECTOR: TALISHA CHAMPAGNE

MAY 2024

Department Highlights/Accomplishments:



As part of the City's ongoing commitment to foster a supportive, healthy, and well workforce, the Human Resources and Wellness Team observed **Mental Health Awareness Month**, with the theme "Building a Healthier You, Mentally." For May 2024,

we encouraged open conversations about mental health in the workplace. The Human Resources and Wellness Team shared information, resources, and tips to promote mental health awareness to support employees in prioritizing their mental wellbeing. Helpful weekly resources and highlights included:

- Social Wellness
- Financial Wellness through CorpCare [EAP]
- Stress & Mental Health

Department Updates:

- City's Hiring & Turnover stats for May 2024:
 - New Hires – Seven (7) employees
 - Separations – Seven (7) employees
- Upcoming Hiring stats for June 2024:
 - New Hires – Five (5)

HR Events:

On behalf of City Administration, Human Resources, and the Employee Engagement Team, the following events/department recognitions were held in May 2024:

- The City's assigned Receptionist recognized on May 10th in honor of **National Receptionist Day!**
- The Police Department was recognized in honor of **National Police Week** on May 13th.
- The Fire Department was recognized in honor of **National EMS Week** on May 20th.
- The Public Works Department was recognized in honor of **National Public Works Week** on May 20th.

Upcoming HR Events/Actions/Meetings

- Human Resources, along with the Wellness Team, will **National Men's Health Week** beginning June 10, 2024.
- Human Resources, along with the Wellness Team will host "**Men In Blu Table Talk**" on Thursday, June 13th from 12:00 noon to 1:00pm.
- Human Resources, along with the Employee Engagement Team will host 3rd Quarter Employee Birthday Social from 12:30pm to 1:00pm.



Information Technology

Manager: Charles Johnson

MAY 2024

Department Highlights:

- **IT Manager**
- Collaborated with TelcoWiz support
- Resolved Fresh Desk IT tickets
- Barracuda Email Protection Monitoring
- Completed COF IT equipment orders
- Provided SharePoint and OneDrive support
- Performed IT invoices reviews
- Provided Ricoh printer support
- Resolved PayCom time and attendance issues
- Provided Verizon devices and support
- Completed Admin building access control, cabling, cameras
- Attended GMA Leadership training
- Provided Departmental moves to Admin building
- Provided COF Cellebrite support
- Updated CivicClerk Mass notifications
- Assisted with Utilities PaymentWorks implementation
- Collaborated on Axon/Fusus solution

Department Highlights:

• Systems Administrator

- Installed Cisco MX 85 and MX 68 firewalls at each COF location
- Planned implementation of Cisco switches
- Discussed security goals for each firewall
- Phase one of Cisco Switch implementation started
- Finalized IP scheme for network
- Finalized VLANs for the network refresh
- Maintained Both Networks providing a path to all servers
- Continued Meraki portal setup
- Tracked Coax install for all locations
- Identified all static IP devices for the COF
- Backup Network voice and data Verified
- Resolved Freshdesk support tickets
- Resolved Teleco wiz support tickets
- Completed KnowBe4 training
- Discussed network security goals for the COF
- Plan to standardize Ricoh printers for the COF
- Setup Users in the new Admin BLDG voice and data
- Multi-Factor Authentication for all users in progress
- Configured new firewall rules
- Inventoried New equipment
- Researched Unitrends Backup Recovery appliance
- Assisted with Payment works configurations for finance department
- Researched move from E3 to G3 Microsoft licenses with Dell



PARKS & RECREATION

DIRECTOR: CHAPIN SCOTT

MAY 2024

Department Highlights/Accomplishments:

- Duncan Park Pool & Splash Pad – Opening Weekend – 658 patrons
- Sensational Seniors –
 - Jazz in the Park – May 9th – 65 senior participants
 - Flowerpot Project – May 16th – 25 senior participants
 - Legal Aid Forum – May 30th – 14 senior participants
- Youth Baseball: 6U & 8U League Champions
- Youth Council Leadership – City Council Recognition
- Weekly Youth programs: Youth Baseball & Football Conditioning
- Weekly Senior programs – Walking Club, Chair Aerobics, Line Dancing, Chair One, Chair Yoga, Bowling League, Bingo

Department Updates:

- Music Education Program – end of the year program – May 16th
- Youth Sports
 - Youth Baseball – Season on-going / GRPA Tournament June 6th
 - Youth Football – Registration now open
 - Youth Cheerleading – Registration now open
- Fairburn Youth Council – Grades 8th – 11th
 - Service-Learning Project - May 8th – June 24th.
- Fairburn Bridge Camp Program
 - Summer Camp – 53 participants (Registration Full)
- Fairburn Fall Festival & Parade
 - Save the Date released.
 - Artists booked.
- Fairburn Market Friday's

Dates/Location/ Entertainment

- Friday, June 7th – Frankie Arnold Stage & Courtyard
 - Market & Jazz
- Friday, June 28th – Fairburn Park & Ride
 - Market & a Movie
- Friday, July 26th – Fairburn Park & Ride
 - Market & a Movie

- Friday, August 2nd – Frankie Arnold Stage & Courtyard
 - Back to School Jam at the Market

- Duncan Park Pool & Splash Pad
 - Opening Day – Saturday, May 25th

Project Status:

- Park Master Plan –
 - Final version presentation July 10th / Public Input Meeting June 5th
- Duncan Park Pool & Splash Pad – Pool Pump Replacement (complete)
 - Replacement needed for Splash Pad Pump (complete)
- 2024 Master Event Calendar – complete
- New basketball goals at the Youth Center – expected installation date TBD.
- Gymnasium lights repaired.
- Football lights repaired.
- Installation of (2) additional cameras at Duncan Park – in process
- Baseball Field 5 – Panel replacement – complete

Upcoming Events/Actions/Meetings:

- Parks Master Plan Public Input – June 5th
- Jazz at the Market – June 7th
- Hat Project – June 20th
- Cupcake Decorating – June 27th



POLICE

CHIEF ANTHONY BAZYDLO

MAY 2024

Department Highlights/Accomplishments:

- May 17th – PD promotions at city hall
- Annual firearms qualifications – 100% pass rate for officers
- PD attended high school graduation of Laurali Astree
- Renaissance Festival is now concluded, traffic on weekends will return to normal

Project Status:

- Blue Line Solutions – school zone speed detection cameras
- Working on developing a Real Time Crime Center
- Meeting on 6/06 with Fulton County Marshal concerning civil process
- Durham Lakes safety meeting on 6/06 @ 7 pm (virtual)

Upcoming Events/Actions/Meetings:

- Organizing a 501c3 for donations to support PD initiatives like Blue Light Christmas, National Night Out



Fairburn Police Department

Anthony Bazydlo

Chief of Police



Executive Summary May 2024

- **Uniform Patrol Division**
 - Total Calls Answered: 741
 - Self-Initiated 1,675
 - Misdemeanor Arrests 25
 - Felony Arrests 14
 - Arrest – Released 29
 - Wanted Persons 28
 - Citations 248
 - Parking Violations 19
 - Warnings 1,111
 - Incident Reports 266
 - Accident Reports 109
- **Special Ops**
 - Total Calls Answered: 4
 - Self-Initiated 60
 - Misdemeanor Arrests 1
 - Felony Arrests 0
 - Arrest – Released 1
 - Citations 10
 - Parking Violations 0
 - Warnings 47
 - Incident Reports 2
 - Accident Reports 0
- **Criminal Inv. Division – May**
 - Cases Assigned 33
 - Ex-Cleared 0
 - Cleared by Arrest 0
 - Unfounded 1
 - Inactivated 4
- **CID – Cases Prior to May**
 - Carry Over 118
 - Ex-Cleared 1
 - Cleared by Arrest 1
 - Unfounded 2
 - Inactivated 15
- **Internal Affairs**
 - 3 vacancies
 - 1 extended military leave, 1 injured, 1 parental leave.

Police	
May 2021	
• Citations	592
• Warnings	1,364
• Arrests	27
• A/R	59
May 2022	
• Citations	448
• Warnings	745
• Arrests	54
• A/R	35
May 2023	
• Citations	446
• Warnings	1,002
• Arrests	49
• A/R	53
May 2024	
• Citations	248
• Parking Violation	19
• Warnings	1,111
• <u>Misd.</u> Arrests	25
• Felony Arrests	14
• A/R	29



Fairburn Police Department

Anthony Bazydlo

Chief of Police



May 2024 Crime Report Total Part 1 Crime Incidents

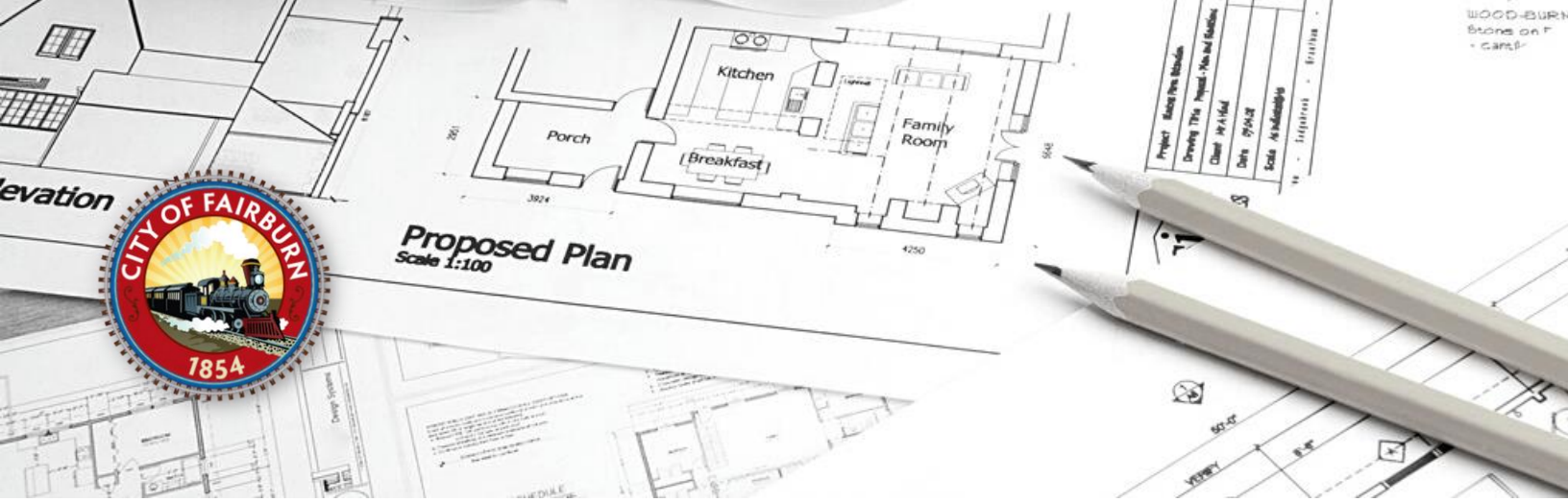
○ 2024 YTD	133
○ 2023	503
○ 2022	351
○ 2021	325
○ 2020	413
○ 2019	590
○ 2018	709
○ 2017	827

Part 1 crimes are murder, manslaughter, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, theft, and arson.

<u>Month / Year</u>	<u>Increase / Decrease</u>	<u>Total Part 1 Crimes</u>
January 2024	- 54%	20
February 2024	- 61%	14
March 2024	- 14%	36
April 2024	- 14%	29
May 2024	- 17%	34
January 2023	57%	44
February 2023	80%	36
March 2023	55%	42
April 2023	54%	34
May 2023	20%	41
June 2023	85%	63
July 2023	155%	51
August 2023	32%	45
September 2023	20%	30
October 2023	5.7%	37
November 2023	17.6%	40
December 2023	5%	40
January 2022	7.6%	28
February 2022	- 20%	20
March 2022	- 12.9%	27
April 2022	4.7%	22
May 2022	30.7%	34
June 2022	17.2%	34
July 2022	- 37.5%	20
August 2022	41.6%	34

September 2022	- 3.8%	25
October 2022	40%	35
November 2022	6.2%	34
December 2022	35%	38
January 2021	- 56.9%	26
February 2021	- 7.4%	25
March 2021	- 19.4%	31
April 2021	- 22.2%	21
May 2021	4%	26
June 2021	- 9.6%	29
July 2021	- 14.2%	32
August 2021	- 35.2%	24
September 2021	- 30.5%	26
October 2021	- 39%	25
November 2021	28%	32
December 2021	- 26.3%	28
January 2020	48%	58
February 2020	- 37%	27
March 2020	- 29%	36
April 2020	- 48%	27
May 2020	- 34%	25
June 2020	- 41%	31
July 2020	- 38%	35
August 2020	- 20%	34
September 2020	- 23%	36
October 2020	-19%	41
November 2020	- 39%	25
December 2020	- 11%	38
January 2019	- 54%	39
February 2019	16%	43
March 2019	- 30%	51
April 2019	- 20%	52
May 2019	7%	70
June 2019	- 5%	53
July 2019	- 16%	57
August 2019	0%	43
September 2019	- 22%	47
October 2019	21%	51
November 2019	- 12%	41
December 2019	- 33%	43

January 2018	36%	86
February 2018	- 27%	37
March 2018	73%	73
April 2018	10%	65
May 2018	- 16%	65
June 2018	- 3%	56
July 2018	15%	68
August 2018	- 32%	43
September 2018	- 15%	61
October 2018	- 61%	42
November 2018	- 50%	47
December 2018	- 13%	65
January 2017		63
February 2017		51
March 2017		42
April 2017		59
May 2017		78
June 2017		58
July 2017		59
August 2017		64
September 2017		72
October 2017		110
November 2017		95
December 2017		75



PLANNING & ZONING

DIRECTOR: DENISE BROOKINS

MAY 2024

Department Highlights/Accomplishments

- The Canopy of Colors art installation will be available for viewing until May 27th.
- The City of Fairburn in partnership with the Fairburn Senior Center hosted a dance class under the Canopy of Colors.
- The Concept Plan was approved for a new sit-down restaurant. The Concept Plan was approved for a new sit-down restaurant. The chef and restaurateur will be bringing unique flavors of Spanish and Latin American to the City of Fairburn via his new restaurant, Santa Maria.

Upcoming Meetings

- The June Planning and Zoning Commission meeting was canceled.

Upcoming Plans/Rezoning/Use Permit/Variance Petitions:

- Milo Fisher (Landmark/Poplar Commons)– Rezoning and Variance- Under Review
- GFL – Text Amendment and Use Permit- Under Review
- Herndon Road Dump Truck (1st Review) /Concept/Rezoning
- Vida Fairburn Development, LLC (1st Review) Concept/
- Poplar Commons (3rd Review) /Concept/Rezoning
- Meadow Glenn Village Concept (1st Review) - /Concept/Rezoning
- Data Center Bohannon /Concept/Rezoning (DRI)

Proposed Text Amendments:

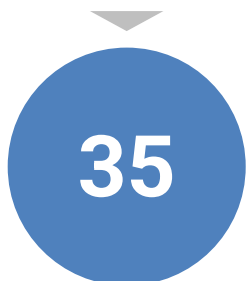
- Community Redevelopment Tax Incentive (Blight Tax)
- Revise the text for prohibited tire treading and recapping uses to add tire repair shops and add a separation distance requirement for automobile repair shops (to include oil change, body repair, and tire repair shops)
- Electric Vehicle Requirements
- Automotive Rental
- Add regulations for patios and uncovered decks to encroach in the required setbacks
- Comprehensive Plan – Amendment request
- Impact Fees



Planning, Compliance, and Building Fast Facts

Building Permits Summary

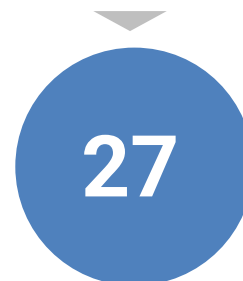
TOTAL PERMITS



COMMERCIAL



RESIDENTIAL



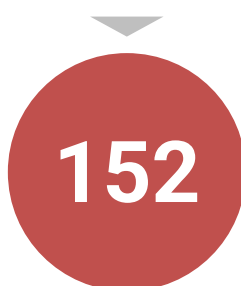
New Permits:

Most of the permit requests were related to new residential permits

TOTAL CASES



CLOSED CASES



COURTESY NOTICE
(DOOR HANGER)



CODE ENFORCEMENT
TOTAL INSPECTIONS



PRE COURT
INSPECTION AND
CITATIONS



Top Issues

CARE OF PREMISE

TRASH – GENERAL

ABANDONED OR NON-
WORKING VEHICLE

TRASH BINS PUBLIC VIEW

PARKIN ON THE GRASS



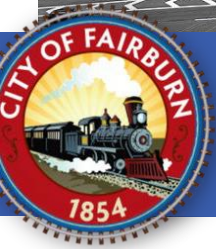
POWER

MANAGER: TOM BANKS

Department Highlights/Accomplishments:

- The Power Department continued the termination of the emergency switch repair at Oakley Industrial Boulevard for circuit w-1222/ (May 1st)
- The Power Department continued the termination of the primary circuit W-1222 cables at the Oakley switch repair and pole/ (May 2nd)
- The Power Department completed the emergency switch repair at Oakley/ (May 3rd)
- Completed the April monthly report for Administration/Repaired landscaping at Oakley Industrial Boulevard/Meeting with Siemens representative and the Director of buildings/ (May 6th)
- Meeting with Human Resources Director/Meeting with Lineman Foreman/Interviews for the Lineman positions. (May 7th)
- Power Department team were in training on procedures/Meeting with the Director/ Meeting with Vendors/Prepared report for Administration. (May 8th)
- Installed new line for Oakley lighting project 100 feet of duplex underground, Moved a secondary distribution pedestal/ Meeting with Human Resources and the Director of Utilities. (May 9th)
- Repaired banner at City Center built a replacement light for CVS location/ Rain, restock and fleet maintenance/Prebuilt light for CVS replacement/Meeting with the Director of Utilities/(May 10th)
- Phone conference with Lineman Foreman/Budget for FY25/ (May 13th)
- Oakley Industrial lighting/FY25 budget/Meeting with Kendall contractors on metering/Meeting with Lineman Foreman Evergreen developer/ (May 14th)
- Meeting with Greystone engineering, Milam lighting/Meeting with MEAG/Emergency service repair at 65 Washington Street/ (May 15th)
- Team worked on Lighting at Oakley/Teams meeting with Planning and Zoning/Meeting with Human Resources/Meeting with the Director/ (May 16th)
- Meeting with electricians on Oakley Industrial/Major outage, tree at Spence Road Circuit W1222/ (May 17th)
- Tree outage at 460 Rivertown Road/Meeting with the Director of Utilities, Human Resources Director, and Administration/ (May 20th)
- Performed arrears disconnections/Bucket truck sent for repairs/Received quote for FY25 cost for transformer replacement program/Meeting with Utility Finance Manager/Meeting with the Director (May 21st)

- Assisted in generator start up for 149 West Broad Street/Oakley Industrial lighting project/(May 23rd)
- Fleet maintenance/Meeting with a contractor for Oakley Industrial lighting (Greystone EMC territory)
- Meeting with the Director and Human Resources Director and Lineman Foreman/(May 24th)
- Memorial Day Holiday, early dismissal/(May 27th)
- Budget update with Utility Finance Manager/Meeting with East Point Electric Superintendent/Phone conference with Utility vendor/Budget workshop (May 28th)
- Teams meeting 3rd Friday/Georgia Power in substation #2 taking main transformer of line/Ordered stock for warehouse/Repaired transformer at 6465 Rivertown Road/Meeting with Coweta Fayette Engineering/(May 29th)
- Electric capital improvements for FY25/Grant review/
- Meeting with the Director and Human Resources Director/Pre inspected portable bathrooms, generators and received walkie talkies for 3rd Friday, also installed two temporary power stations for vendors on Barton Street and Estes Street Reviewed lineman candidate applications//(May 30th)
- Reviewed candidates for Lineman positions/Meeting with staff for 3rd Friday event/Continued order for transformers/Meeting with the Director/Checked all electric obligations for the concert/(May 31st)



PUBLIC WORKS

DIRECTOR: LESTER THOMPSON

MAY 2024

Department Highlights/Accomplishments:

The Bid Opening date for IFB #24-009 – The Gullatt Road, Cleckler Road, and McLarin Road Full-Depth Reclamation Project was May 8th, 2024.

The Contract Award for the City-Wide LMIG/TSPLOST Resurfacing Project (IFB# 24-006, Roadway Improvements on Various City Roads) was approved at the May 13th, 2024, City Council Meeting.

The Contract Award for IFB# 24-007, Golightly Rain Garden & Greenspace Project was approved at the May 13th, 2024, City Council Meeting.

Participated in the I-85 at Gullatt Road Interchange Justification Report (IJR) Monthly Status Update Meeting on May 20th, 2024.

Participated in the Monthly Project Team Meeting for the I-85 @ SR 74/Senoia Road Interchange Project on May 21st, 2024.

Participated in the South Fulton CID Board Meeting on May 24th, 2024.

IFB #24-012, Pedestrian Improvements on Various City Roads Project was put out to bid on May 29th, 2024.

Conducted the Preconstruction Meeting for ITB #24-005, Fayetteville Road Wall Construction Project on May 30th, 2024.

Conducted the Preconstruction Meeting for IFB# 24-006, Roadway Improvements on Various City Roads Project on May 30th, 2024.

Conducted the Preconstruction Meeting for IFB# 24-007, Golightly Rain Garden & Greenspace Project on May 30th, 2024.

Permit Type	Number Issued
Right-of-Way Encroachment Permits	1
Timber Harvesting Permits	0
Clearing & Grading Permits	0
Land Disturbance Permits (LDPs)	0

Project Status:

Community Development Projects Plans Under Review			
Santa Maria Tapas and Seafood Restaurant	Renaissance Parkway and Senoia Road (between Sherwin-Williams and T-Mobile/IHOP)	Site Development Plans	Distributed for review on 05/23/2024.
GMC Fairburn Campus Parking Lot	320 NW Broad Street	Site Development Plans	Distributed for review on 05/16/2024. Comments provided on 05/30/2024.
Strack Shop	105 Laser Industrial Court	Site Development Plans	Comments provided on 05/13/2024.
Strack Office Rebuild, Lot 1, 3 Story Building	Laser Industrial Court	Site Development Plans	Comments provided on 05/10/2023.
Meribel Townhomes	John River Road	Site Development Plans	Revision 2 comments provided on 04/15/2024.
Chick-fil-A	Renaissance Parkway	Site Development Plans	Comments on Revision 2 provided 05/28/2024.
Cury Bend Development 114 Single-Family Detached Residential 126 Townhomes	Johnson Road/Seneca Road	Site Development Plans	Comments on Revision 2 provided 04/12/2024.
Shugart Farm 2A – Collinsworth Connector; Roadway Project	Johnson Road, near 7190 Johnson Road	Site Development Plans	Revision 1 plans approved on 04/16/2024.
Vickers Point Subdivision	Vickers Road (at the intersection of Beverly Ingram Parkway/ SR 138)	Site Development Plans	Comments on Revision 3 provided on 08/09/2023.
South Park Building C	Whitewater Place; 7760 Spence Road	Site Development Plans	Revised plans approved 05/11/2023.

Community Development Projects Under Construction		
Project Name	Permit Type	Permit Issuance Date

Strack Dev. 54" Pipe Ext.	Land Disturbance Permit	04/24/2024
Living Word Church	Land Disturbance Permit	04/12/2024
Buckingham Fairburn Warehouse (Google) 1000 Logistics Center Drive	Land Disturbance Permit	04/02/2024
Fire Station #23 5650 Milam Road	Land Disturbance Permit	01/05/2024
Nestle Purina Petcare, Roadway and Drainage Improvements 5001 Fayetteville Road	Land Disturbance Permit	12/05/2023
Trillium Reserve Subdivision Fayetteville Road (between Edelweiss Drive and Trotters Farm Road)	Land Disturbance Permit	10/31/2023
Bohannon Road Training Center	Land Disturbance Permit	10/19/2023.
Evergreen Subdivision Elder Street (near Vickers Road & Strickland Street)	Land Disturbance Permit	06/13/2023
Copart, Inc. – Fairburn 6737 Roosevelt Highway	Land Disturbance Permit	06/12/2023
Mini Storage Depot at Fairburn 156 Jonesboro Road (near Heath Street & Beverly Engram Parkway)	Land Disturbance Permit	05/31/2023 Plan revision R-4 approved on 02/05/2024.
Oakmont Bohannon 621 Bohannon Road	Land Disturbance Permit	05/24/2023
Renaissance Parkway Phase II ~ Sanitary & Stormwater Construction Renaissance Pkwy (between the proposed Popeye's & the Fairburn Park & Ride Lot)	Land Disturbance Permit	02/22/2023
Ren Park Apartments	Land Disturbance Permit	11/10/2022

7000 Renaissance Parkway		
Package Depot Plaza 7895 Senoia Road	Land Disturbance Permit	04/12/2022 Comments on the revised as-builts provided on 04/16/2024.
Fern Dale Subdivision Virlyn B. Smith Road (east of the Georgia Renaissance Festival, across from Victoria Estates) 171 Lots	Land Disturbance Permit	03/31/2021 Phase 1 (69 Lots): Home construction initiated 03/04/2024. Phase 2 Preconstruction Meeting conducted 04/23/2024.
Legend Creek Subdivision Off White Mill Road, near Rivertown Road	Land Disturbance Permit	The original LDP was issued on 10/15/2020. The revised Site Development Plans (R-9) were approved 03/16/2023. The permit has expired due to more than six months of inactivity.

Public Works/Capital Improvement Projects Under Design

Project Name	Design Firm	Current Phase	Let Date
Roadway Improvements on Various City Roads	In-House	Contract Award	March 6 th , 2024 Bid Opening: April 10 th , 2024. The Preconstruction Meeting was on May 30th. The NTP date is June 12th, 2024. The project shall be fully complete within One Hundred and Twenty (120) consecutive calendar days.
CDBG, Golightly Rain Garden & Greenspace Project	Pond & Company	Contract Award	March 6 th , 2024 Bid Opening: April 10 th , 2024. The Preconstruction Meeting was on May 30th. The NTP date is June 10th, 2024. The project shall be fully complete within One Hundred and Twenty (120) consecutive calendar days.
Gullatt Road, Cleckler Road, and McLarin Road	Southeastern Engineering, Inc.	Letting	April 3 rd , 2024 Bid Opening: May 8th, 2024.

Full-Depth Reclamation Project			The Contract Award will be presented at the June 10th City Council Meeting.
Park Road Extension/Duncan Park Secondary Access Road	Southeastern Engineering, Inc.	Preliminary Engineering /ROW Acquisition	August 7 th , 2024 (anticipated)
I-85 @ SR 74/Senoia Road Interchange Project (PI#0007841) *	TranSystems Corporation	Right-of-Way Acquisition/Final Design	Management Let Date: August 16th, 2024
Oakley Industrial Boulevard Roadway Extension	Southeastern Engineering, Inc.	Preliminary Engineering	October 30 th , 2024 (anticipated)

- * **The I-85 @ SR 74/Senoia Road Interchange Project currently has fifty-nine (59) parcels; the preliminary parcel count was fifty (50) parcels. GDOT has closed on fifty-eight (57) parcels, and the final two (2) were pending condemnation: Parcel 47C, Family Dollar; Parcel 21, Wendy's. However, an agreement with Wendy's has been reached regarding the sign.**

The let date has been shifted out from June 21st to August 16th, 2024 to allow for the required project certifications:

Right-of-Way Certification, Utility Certification, Environmental Certification (History, Archaeology, Ecology, Air/Noise)

- **The Final Bridge and Wall Plans were approved by the State Bridge Engineer, Donn Gigamon, P.E. on April 11th, 2024.**
- **Responses to Final Field Plan Review (FFPR) Inspection Report comments accepted by Erik Rohde, P.E., State Project Review Engineer, Office of Engineering Services on April 17th, 2024.**

Public Works/Capital Improvement Projects Under Construction

Project Name	Design Firm	Contractor	Notice to Proceed Date (NTP)/Completion Date
Downtown LCI Streetscape	Stantec	Precision 2000, Inc. (P2K)	Project restart date: September 11 th , 2023.

(19-005/ PI#0012636)			Substantial Completion: February 26 th , 2024. Final Completion: April 26 th , 2024. Final Inspection conducted May 1st, 2024.
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Upcoming Events/Actions/Meetings:

- It is anticipated that Supplemental Agreement #2 with CSXT for Construction Engineering & Inspection (CEI) Services will be presented at the June 10th, 2024, City Council Meeting.
- It is anticipated that an Intergovernmental Agreement (IGA) with the City of South Fulton to provide \$337,306.00 in supplemental construction funding for the Gullatt Road Full-Depth Reclamation (FDR) Project will be presented at the June 10th, 2024, City Council Meeting.
- It is anticipated that an Intergovernmental Agreement (IGA) with the South Fulton Community Improvement District (CID) to provide \$209,041.09 in supplemental construction funding for the Cleckler Road Full-Depth Reclamation (FDR) Project will be presented at the June 10th, 2024, City Council Meeting.
- It is anticipated that an Intergovernmental Agreement (IGA) with the South Fulton Community Improvement District (CID) to provide \$782,858.95 in supplemental construction funding for the McLarin Road Full-Depth Reclamation (FDR) Project will be presented at the June 10th, 2024, City Council Meeting.
- It is anticipated that the Contract Award for IFB #24-009 – The Gullatt Road, Cleckler Road, and McLarin Road Full-Depth Reclamation (FDR) Project for an amount of \$2,658,412.08 will be presented at the June 10th, 2024, City Council Meeting. These individual projects were put out to bid as one collective project with a Base Bid and two Add Alternates, to take advantage of the economies of scale and to provide flexibility in awarding the contract. This strategy allows competitively reduced bids based on the overall order of magnitude to be awarded as the anticipated funding allows.



REVENUE ADMINISTRATION

DIRECTOR: ALVIN COLBERT

MAY 2024

Meetings:

- Utility Department budget review meetings.
- DRI internal update
- Fairburn Utilities Monthly Progress Meeting.
- Continued in-office operations discussions, including review of the importance of the division's collective (and staff individually), to the success of the Utility and more broadly the City of Fairburn and its citizens..
- Met with the Utility Manager for Water/Sewer, and the Electric Superintendent to discuss current and future projects, and the need for a short-term (5yr) Strategic Plan for a more meaningful and effective budgeting process.
- Attended Department Leadership meeting
- Attended meeting to review and discuss new ERP solution that will work for all departments.
- Attended ERP presentation and demonstration by software provider BS&A.
- Participated in multiple telephone meetings with Georgia Micro Enterprise Network (GMEN) to begin planning for in-person Utility Assistance events.
- Attended meeting (Teams) with GMEN to discuss final logistics review in preparation for the in-person assistance events.
- In-Person Utility Assistance two-day event (364 customers ; \$150K).

Training:

- Continued accelerated cross-training of Utility Revenue Clerks to mitigate the impact of the long-term absence of the Utility Coordinator.
- Payables training via Teams

Revenue Transactions:

- More than 6,000 total transactions (6,288 - \$1,649,141.78)
 - 2,493 in-office transactions
 - 363 in-office credit card transactions
 - 1,791 in-office check transactions
 - 356 in-office cash transactions
 - \$14,458.50 in credit card fees collected (City savings)
 - 7 credit card chargebacks/returns

Special Accomplishments and Recognition:

- The Revenue Management staff continues to perform well although still understaffed.
 - During the two-day in-person event multiple customers and attendees provided verbal compliments of Ms. Amikhaela May. Customers most frequently expressed an appreciation of her ability to be efficient while continuing to provide excellent customer service, as well as having a quirky sense of humor.
 - Ms. Chante Gilliam-Drew continues to grow as she supports the Utility in the area of Accounts Payables and purchasing.
- The entire Revenue Administration staff is deserving of recognition for a job well-done.



WATER & SEWAGE

MANAGER: JOHN MARTIN

MAY 2024

Department Highlights/Accomplishments:

- Development Review Meeting-Conference Room #115-City Administration Building (May 2)
- Microsoft TEAMS Meeting: Fairburn Utilities Monthly Progress Meeting (May 2)
- BS & A Demo-Meeting-Conference Room #1-City Administration Building (May 14)
- Microsoft TEAMS Meeting: Utility Update w/Planning & Zoning (May 22)
- Session 16: Diversity, Equity & Inclusion/Session 17: Quality Customer Service-Betty Hannah Building (May 23)
- Utilities Meeting: Assistant City Administrator's Office (May 28)
- Microsoft TEAMS Meeting: Pre-DWM Meeting (City of Fairburn Staff Only) (May 30)

WATER, SEWER, & STORMWATER

FOG (Fats, Oils, & Grease):

- Identifying all commercial & EXEMPT FOG customers- (On going)
- (12) FOG permits issued (May 2024)
- May 2024 FOG collections amount: \$3,730.25

MONTHLY STATS (MAY 2024)

METER MAINTENANCE	23	4	36	63
PUMP STATION CHECK		1	22	23
VERIFY METER INFO		16		16
HYDRANT FLUSH		4	9	13
WATER METER INSTALL	1	1		2
INSTALL ERT		24		24
SEWER BACK UP				
CHECK FOR LEAKS	7	11	2	20
TURN WATER OFF		6		6
LOCATE WATER METER				
CHANGE WATER METER BOX		1		1
REPAIR MAIN	1			1
ACTIVATE METER		6		6
VALVE MAINTENANCE		6		6
PUMP OUT WATER BOX				
CHECK WATER METER	1	5	2	
SEWER JET	5	7	1	13
CHECK STORM DRAIN	14	8	1	23
RE READ METER		4		4
CHECK LOW PRESSURE	1	2		3
LOCK WATER METER	1	1		2
REPLACE LID		3	1	4
SINKHOLE				2
TOTAL	54	110	74	232

CONTRACTOR PROJECTS

SINKHOLE CAUSED BY COLLAPSED SEWER PIPE ON E. BROAD STREET. HAD TO REPAIR 200 FEET OF 6 INCH SEWER PIPE.

SINKHOLE NEAR STORM STRUCTURE IN DURHAM LAKES SUBDIVISION CAUSED BY HOLES INSIDE OF STORM STRUCTURE. TWO AREAS HAD TO BE PATCHED WITH GROUT.

HAD TO REPAIR THE BROKEN FIRE HYDRANT CAUSED BY THE FIRE DEPARTMENT. FIXED HYDRANT AND INSTALLED INSERTION VALVE ON W. BROAD STREET

REPAIRED PATCH ON HEATH STREET CAUSED BY WATER MAIN LEAK

Department Updates:

- Backflow/Cross Connection Program-Software training (*on going progress*)

Project Status:

- Lift Station Project-(*SCADA system training*) (*Completed*)

Upcoming Events/Actions/Meetings:

- Review meter details for new developments and renovations- (*In progress/98% completed*)

CITY CLERK



CITY CLERK

CITY CLERK BRENDA JAMES

JUNE 2024

Department Highlights/Accomplishments:

Received 171 open records request for June- Researched and processed

Collected \$2151 payments for Open Records

Processed Mayor and Council Credit Card Request

Processed GMA and other registrations for Mayor and Council

Prepared City Council Meeting Agenda Packets for June 2024

Emailed weekly open request reports to City Attorney, Mayor and City Administrator

Prepared City Council Minutes

Signed all Business & Alcohol Licenses

Process Per Diem Checks for Council

Process Payment of Invoices

Attend Leadership Meetings

Deputy City Clerk Attends Management Training



Fairburn

Situated to Succeed

IN DEDICATION OF

THE CITY OF FAIRBURN

CORA ROBINSON PARK

MAYOR: MARIO B. AVERY

CITY COUNCIL MEMBERS:

MAYOR PRO TEM HATTIE PORTIS-JONES

LINDA J. DAVIS – HIRAM "ALEX" HEATH III

PAT PALLEND – ULYSSESS SMALLWOOD

JAMES WHITMORE

CITY ADMINISTRATOR: TONY PHILLIPS

CITY CLERK: BRENDA B. JAMES

CITY ATTORNEY: RORY STARKS

CITY ENGINEER: LESTER THOMPSON



Building Operations

DIRECTOR: Dana Smith

JUNE 2024

Department Highlights/Accomplishments:

- Old Campbell Courthouse post fire Asbestos abatement and debris removal is completed. Preliminary engineering reports are complete, and final claim assessment has been received and being evaluated.
- Performed HVAC Repairs at City Hall and Fire Station #21 Buildings.
- Replaced HVAC units at Police HQ.
- Fire Station # 23 Construction is ongoing.
- Network Renovation Equipment is in progress.
- Public Safety Complex Design is in progress.
- Installed Office Furniture for several departments.
- Replaced flooring at 106 Howell building.
- Repaired plumbing at Municipal Court and City Administration buildings.
- Repaired electrical at City Hall.

Department Updates:

- Project Status:
 - Safety Training Center Master Plan is nearly complete.
 - Temporary Fire Station Water Vault installation is complete and next phase is scheduled to begin next month.
 - Emergency generator for City Administration Building is in progress.
 - Emergency generator for Utilities complete, and Fire HQ/FS#22/Youth Center are complete.
 - New Mass Notification system is configured, and staff enrollment is ongoing.
 - Published RFQ for CMAR for Public Safety Complex and the solicitation closed at the end of the month.

Upcoming Events/Actions/Meetings:

- Complete Schematic Design of Public Safety Complex.
- Award RFP for CMAR for Public Safety Complex.
- Publish RFPs for special construction services.
- Continue next Phase of Network renovations.
- Public rollout and enrollment of new Mass Notifications System.

Safety & Risk Management

- Processed insurance claims.
- Continued OSHA 10 Training
- Performed Fire Station 23 Walk Through
- Created and distributed Safety Newsletter – Heat Exhaustion & Heat Stroke



COURTS

DIRECTOR: LISA BROWNLEE-MACK

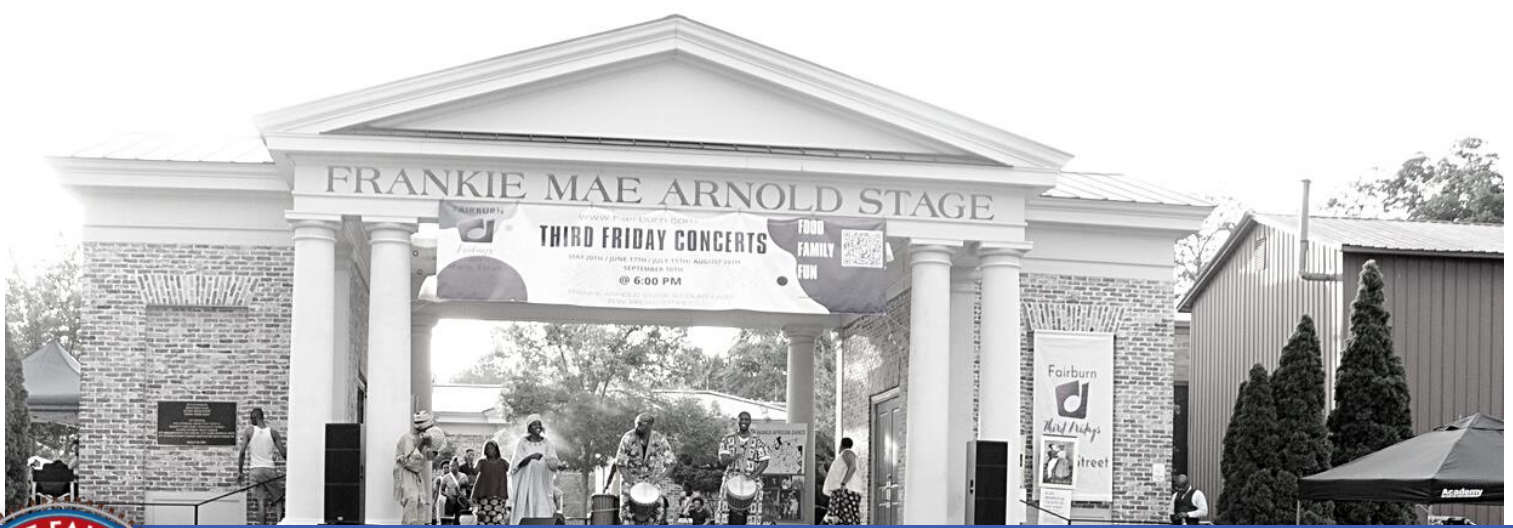
JUNE 2024

Department Highlights/Accomplishments:

- Completed all scheduled court sessions
- Responded to Open Records Requests
- Processed Monthly State Funds Report

Upcoming Events/Actions/Meetings:

- ICJE Municipal Court Clerk's Training
- GABBTA Training
- Annual Amnesty Month
- Continue to review, revise Court forms, fines and SOP.



ECONOMIC DEVELOPMENT

DIRECTOR: SYLVIA ABERNATHY

JUNE 2024

Department Highlights/Accomplishments:

- A Diplomatic Welcome Letter signing ceremony took place with Hills Robotics of the Republic of South Korea, followed by a city tour and a visit to Carolina Handling. Fulton County, College Park, and the City of Fairburn hosted a reception at the Georgia International Convention Center.
- The grand opening event and ribbon cutting ceremony for the Oslo Lifestyle Community, a new residential housing development, was attended by the Mayor, City Council, and Administration.
- Fairburn Industrial Site Expansion – Ribbon Cutting event of Strack Industries training facility for railroad construction, site development, utilities, and more. Building upon a community partnership of more than 45 years, and millions in investments between the company and the City of Fairburn.
- The Juneteenth Cultural Celebration and Concert featured P-Funk Connection, the Mary Jane Girls, and performances by PR Experience and Jamison Ross. The event drew 2,000 residents and visitors, including participating Fairburn businesses, retailers, and organizations.

Department Updates:

- Retail strategies meeting with prospective restaurants for downtown Freight Depot. – 6/6, 6/17
- Weekly meeting with Booth Management Consulting regarding Small Business Development Grant recipients; administrative and budgetary review, eligibility issues, and status updates.
- Retail Strategies – ongoing meetings to develop merchandising plan.
- Business Development Meeting with Nourish and Bloom – AI Smart Fridge Pilot Program planning session. – 6/26

Project Status:

- **Citizens Park**
 - Facilitated special-called meeting with Development Authority and Homeowners Association to discuss options for completing Phase I of the Citizens Park Project development.

- Development authority counsel working with DA/DDA to facilitate amended MOU agreement.
- HOA working with City of Fairburn Code enforcement toward compliance of detention pond and conversion to retention pond structure.
- DA/DDA to review project in August.
- **LCI Gateway Tactical Study Meeting**
 - Meeting with ARC, Sizemore, Fairburn’s development team, and administration to discuss project timeline, core team/Steering Committee, engagement sites, and engagement opportunities.
 - Presentation to Mayor and City Council during work session. - July 22nd
 - Project web page launch
- **Economic Development Strategic Plan Update**
 - Completion of business and community stakeholder meetings.
 - Bi-weekly meetings with KB Advisory Group for data collection, research, and survey review.
 - The Stakeholder Survey will begin in July.
 - Draft report for presentation to Mayor and City Council. – July/August

Upcoming Events/Actions/Meetings:

- DA/DDA Meeting
 - July 24
- Fairburn Third Friday Concert Series
 - July 19th – Summer Music Festival
 - August 16th – Music Under the Stars
 - September 20th – Hispanic Cultural Festival



FINANCE

DIRECTOR: BRYAN STEPHENS

JUNE 2024

Department Updates: Daily Operations

- Business Licenses
 - New Licenses: 2
 - Renewals: 25
 - Outstanding/Pending Unpaid: 283

- New services
 - Electric: 53
 - Water: 51
 - Garbage: 51

Personal Property Tax

- Collected: \$2,968,966
- Outstanding: \$107,566

Real Property Tax

- Collected: \$9,265,853
- Outstanding: \$205,714

Public Utility

- Collected: \$257,666
- Outstanding: \$84,542

Project Status:

- Finance Department reorganization complete. This reorganization provides more support for accounts payable and purchasing functions as the workload has grown significantly for both roles over the last 18 months. This also came after a 90-day evaluation reassessment of the workload and specific duties being moved to utilities after staff relocation.
- Fulton County initial tax digest received for FY24-25 budget planning
- Finance Director attended national GFOA conference which provided opportunity to network and confer with national experts and colleagues on Finance best practices.
- Started review of local ordinance governing business license renewal taxes for additional revenue sources for the city of Fairburn
- Met with Bill Johnson and reviewed public safety complex and water supply funding options

- **Upcoming Events/Actions/Meetings:**
 - a. Presentation of FY2023 audit by Mauldin and Jenkins (July 22nd work session)
 - b. Business license ordinance update



FIRE

CHIEF CORNELIUS ROBINSON

JUNE 2024

Department Highlights/Accomplishments:

- Seniors New Beginning Event at Duncan Park
- Strack Event
- 12 Fire Investigations
- Georgia Fire Safety Symposium with Fire Marshall Campbell
- Sprinkler Plan Review Class with Fire Marshal Campbell
- 3 New Hires
- 9 Plan Reviews
- Hosted the South Fulton Chief Meeting
- Firefighter Falcon & Firefighter Smith became Certified Relief Drivers
- Fire Marshall Campbell worked a Filming Event
- 44 Inspections
- 369 Emergency Calls

Department Updates:

- Quint 22 in progress
- Temp Station in progress
- New Firefighters



General Services

DIRECTOR: GALE HIGGS

JUNE 2024

Department Highlights/Accomplishments:

- 1 New Employee

Department Updates:

- Parking Spaces Repainted at City Center
- Stop Sign Upgrade on Bay St and South Ave
- Delineators Added on Rivertown Rd
- Fayetteville Wall Construction
- Pothole Repairs in Multiple Areas
- Sewer / Gutter / Drain Cleanouts Throughout City
- Sign Replacements in Multiple Areas
- Sidewalk Repair on Malone St & Virilyn B Smith

Project Status: Pending

- Marta Benches on Brooks Dr

Upcoming Events/Actions/Meetings:

- Third Friday Event
- National Night Out
- Mulch Install @ Park & Ride

HUMAN RESOURCES



HUMAN RESOURCES

DIRECTOR: TALISHA CHAMPAGNE

JUNE 2024

Department Highlights/Accomplishments:

Men in Blu Table Talk

Human Resources will highlight our male employees by raising awareness of men's well-being in recognition of Men's Health Awareness Month

MORE INFORMATION

Empowering Men: Mind, Body, and Spirit!

Date: June 26, 2024
Time: 12:00noon – 1:00pm
Location: City Council Chambers

Guest Panelists:

Freddie Broome
Director of Equity and Inclusion
Georgia Municipal Association

Jay Williams
ACE Certified Trainer

The month of June is **Men's Health Awareness Month**. This annual observance is designed to encourage men to be proactive in their health. The Human Resources and Wellness Team highlighted our male employees by raising awareness of men's well-being and hosted the City's **"Men in Blu Table Talk"**

with the theme **"Empowering Men: Mind, Body, and Spirit!"** which include:

- Supporting a men's inclusive work environment
- Recommended workouts to help men balance emotions, feel empowered, and promote resilience
- Recommended exercise or just relaxing to reduce stress

The guest speakers for this event were Georgia Municipal Association (GMA) staff and a certified life coach.

Department Updates:

- City's Hiring & Turnover stats for June 2024:
 - New Hires – Six (6) employees
 - Separations – Three (3) employees
- Upcoming Hiring stats for July 2024:
 - New Hires – Three (3)

HR Events:

On behalf of City Administration, Human Resources, and the Employee Engagement Team, the following events/department recognitions were held in June 2024:

- Human Resources, along with the Wellness Team, recognized **National Men's Health Week** beginning June 10, 2024.
- Human Resources, along with the Employee Engagement Team hosted the 3rd Quarter Employee Birthday Social from 12:30pm to 1:00pm.

Upcoming HR Events/Actions/Meetings

- During the month of July 2024, Human Resources, along with the Wellness Team, will host the **Preventive Screening Campaign** entitled "**Screen Smart, Live Well**."
- Human Resources, along with the Wellness Team will host **Ready to Talk Retirement**" on **Thursday, July 11, 2024**, from **12:00noon – 1:00pm**. This session will be facilitated by Georgia Municipal Association (GMA).
- Human Resources, along with the Wellness Team will host onsite dental screenings and services on **Tuesday, July 30, 2024**, from **8:00am – 5:00pm** with **Jet Dental**.
- .



Information Technology

Manager Charles Johnson

JUNE 2024

Department Highlights:

- **IT Manager**
- Collaborated with TelcoWiz support
- Completed Fresh Desk IT tickets
- Provided Barracuda Email Protection Monitoring
- Performed COF IT equipment orders
- Provided SharePoint and OneDrive support
- Performed IT invoices reviews
- Provided Ricoh printer support
- Assisted with PayCom time, attendance, and support issues
- Ordered and provided Verizon devices and support
- Attended GMA Leadership training
- Worked on Encompass separation duties
- Collaborated with Axon/Fusus solution
- Assisted with COF PD IAPro/BlueTeam Implementation
- Held Dell discussions for new servers and server software
- Provided Dell IT equipment and device orders
- Resolved COF external email interruption

Department Highlights:

Systems Administrator

- Worked on Cisco Meraki Network Refresh
- Managed Cat 6E installation in Municipal Courts
- Performed Server Maintenance
- Completed Fresh Desk Ticket Monitoring
- Performed Barracuda Email protection scanning
- Performed Meraki Network Dashboard monitoring
- Performed VPN installation on client machines
- Performed Testing on Guest WiFi
- Met with vendor to improve ticketing and backup software
- Troubleshoot Paycom issues, WAN IP address
- Performed Relocation of the modem at garage
- Replaced modem at Utilities
- Dell discussions for new servers and server software
- Improve IT excel spreadsheet

IT SUPPORT TECHNICIAN

- Set up new toughbooks for police dept
- New employee email setup
- Sent Dell equipment back that's under warranty
- Set up New Verizon Devices
- Reset passwords in Microsoft O365
- Run and install updates as needed
- Edit local group policy
- Training on new IT software
- Install Cisco VPN
- Training on Network Issues with Network Administrator
- Preparing to take Network + Certification
- More training on Barracuda



PARKS & RECREATION

DIRECTOR: CHAPIN SCOTT

JUNE 2024

Department Highlights/Accomplishments:

- Duncan Park Pool & Splash Pad – Pool & Splash Pad – 5,200 patrons for June
- Fairburn Bridge Summer Camp – Session 1 – 53 campers
- Sensational Seniors –
 - Cupcake Decorating – June 20th
 - Hat Project – June 27th
- Youth Baseball: GRPA 8U State Championship Runner-up. First time ever for Fairburn and the only African American Team.
- Youth Council Leadership – Planning Meetings and Head Shots
- Fairburn Market Friday's
 - Kick Off – June 5th – Jazz at the Market
- Weekly Youth programs: Youth Baseball & Football Conditioning
- Weekly Senior programs – Walking Club, Chair Aerobics, Line Dancing, Chair One, Chair Yoga, Bowling League, Bingo

Department Updates:

- Youth Sports
 - Youth Football – Registration now open
 - Youth Cheerleading – Registration now open
- Fairburn Youth Council – Grades 8th – 11th
 - Service-Learning Project - May 8th – June 24th.
- Fairburn Bridge Camp Program
 - Summer Camp – 53 participants (Registration Full)
- Fairburn Fall Festival & Parade
 - Save the Date released.
 - Artists booked.
- Fairburn Market Friday's
 - Market & a Movie

Dates/Location/ Entertainment

- Friday, June 7th – Frankie Arnold Stage & Courtyard
 - Market & Jazz
- Friday, June 28th – Fairburn Park & Ride
- Friday, July 26th – Fairburn Park & Ride
 - Market & a Movie
- Friday, August 2nd – Frankie Arnold Stage & Courtyard
 - Back to School Jam at the Market

Project Status:

- Park Master Plan –
 - Final version presentation August 12th / Public Input Meeting June 5th
- Duncan Park Pool & Splash Pad – Pool Pump Replacement (complete)
 - Replacement needed for Splash Pad Pump (complete)
 - Splash Pad and Slides repaired
- 2024 Master Event Calendar – complete
- New basketball goals at the Youth Center – expected installation date TBD.
- Gymnasium lights repaired.
- Football lights repaired.
- Installation of (2) additional cameras at Duncan Park – in process
- Baseball Field 5 – Panel replacement – complete

Upcoming Events/Actions/Meetings:

- Movie @the Market – July 12th
- Movie at the Market – July 26th
- Back to School Market – August 2nd



POLICE

CHIEF ANTHONY BAZYDLO

JUNE 2024

Department Highlights/Accomplishments:

- May 17th – PD promotions at city hall
- Annual firearms qualifications – 100% pass rate for officers
- PD attended high school graduation of Laurali Astree
- Renaissance Festival is now concluded, traffic on weekends will return to normal

Project Status:

- Blue Line Solutions – school zone speed detection cameras
- Working on developing a Real Time Crime Center
- Meeting on 6/06 with Fulton County Marshal concerning civil process
- Durham Lakes safety meeting on 6/06 @ 7 pm (virtual)

Upcoming Events/Actions/Meetings:

- Organizing a 501c3 for donations to support PD initiatives like Blue Light Christmas, National Night Out



Fairburn Police Department

Anthony Bazydlo

Chief of Police



Executive Summary May 2024

- **Uniform Patrol Division**
 - Total Calls Answered: 741
 - Self-Initiated 1,675
 - Misdemeanor Arrests 25
 - Felony Arrests 14
 - Arrest – Released 29
 - Wanted Persons 28
 - Citations 248
 - Parking Violations 19
 - Warnings 1,111
 - Incident Reports 266
 - Accident Reports 109
- **Special Ops**
 - Total Calls Answered: 4
 - Self-Initiated 60
 - Misdemeanor Arrests 1
 - Felony Arrests 0
 - Arrest – Released 1
 - Citations 10
 - Parking Violations 0
 - Warnings 47
 - Incident Reports 2
 - Accident Reports 0
- **Criminal Inv. Division – May**
 - Cases Assigned 33
 - Ex-Cleared 0
 - Cleared by Arrest 0
 - Unfounded 1
 - Inactivated 4
- **CID – Cases Prior to May**
 - Carry Over 118
 - Ex-Cleared 1
 - Cleared by Arrest 1
 - Unfounded 2
 - Inactivated 15
- **Internal Affairs**
 - 3 vacancies
 - 1 extended military leave, 1 injured, 1 parental leave.

Police	
May 2021	
• Citations	592
• Warnings	1,364
• Arrests	27
• A/R	59
May 2022	
• Citations	448
• Warnings	745
• Arrests	54
• A/R	35
May 2023	
• Citations	446
• Warnings	1,002
• Arrests	49
• A/R	53
May 2024	
• Citations	248
• Parking Violation	19
• Warnings	1,111
• <u>Misd.</u> Arrests	25
• Felony Arrests	14
• A/R	29



Fairburn Police Department

Anthony Bazydlo

Chief of Police



May 2024 Crime Report Total Part 1 Crime Incidents

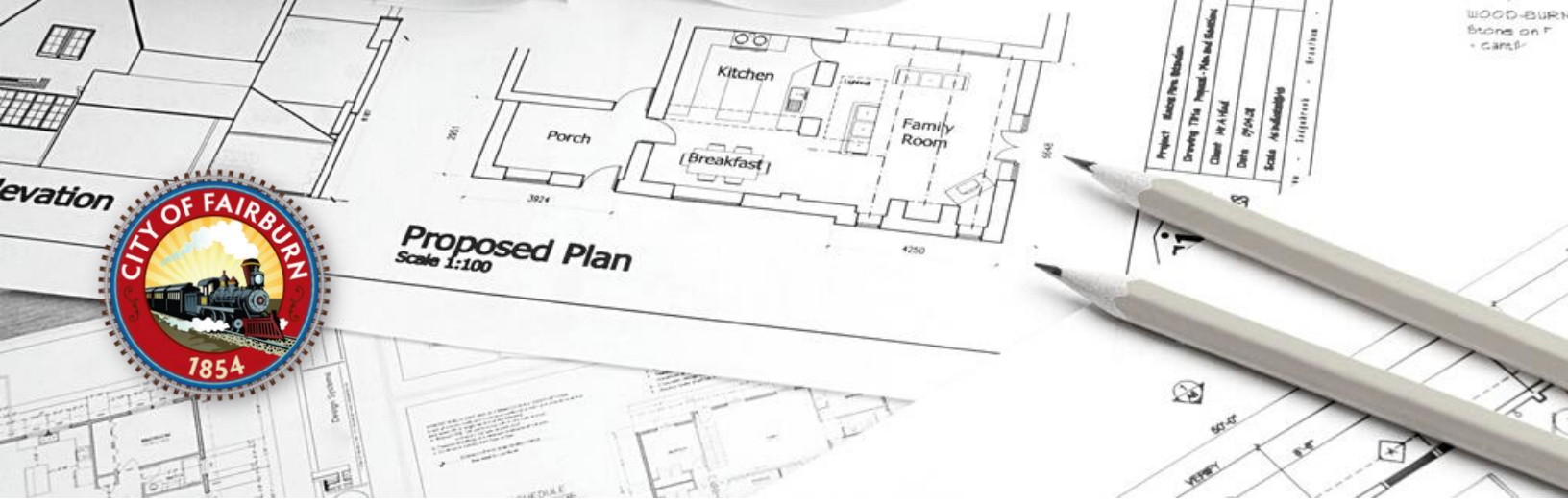
○ 2024 YTD	133
○ 2023	503
○ 2022	351
○ 2021	325
○ 2020	413
○ 2019	590
○ 2018	709
○ 2017	827

Part 1 crimes are murder, manslaughter, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, theft, and arson.

<u>Month / Year</u>	<u>Increase / Decrease</u>	<u>Total Part 1 Crimes</u>
January 2024	- 54%	20
February 2024	- 61%	14
March 2024	- 14%	36
April 2024	- 14%	29
May 2024	- 17%	34
January 2023	57%	44
February 2023	80%	36
March 2023	55%	42
April 2023	54%	34
May 2023	20%	41
June 2023	85%	63
July 2023	155%	51
August 2023	32%	45
September 2023	20%	30
October 2023	5.7%	37
November 2023	17.6%	40
December 2023	5%	40
January 2022	7.6%	28
February 2022	- 20%	20
March 2022	- 12.9%	27
April 2022	4.7%	22
May 2022	30.7%	34
June 2022	17.2%	34
July 2022	- 37.5%	20
August 2022	41.6%	34

September 2022	- 3.8%	25
October 2022	40%	35
November 2022	6.2%	34
December 2022	35%	38
January 2021	- 56.9%	26
February 2021	- 7.4%	25
March 2021	- 19.4%	31
April 2021	- 22.2%	21
May 2021	4%	26
June 2021	- 9.6%	29
July 2021	- 14.2%	32
August 2021	- 35.2%	24
September 2021	- 30.5%	26
October 2021	- 39%	25
November 2021	28%	32
December 2021	- 26.3%	28
January 2020	48%	58
February 2020	- 37%	27
March 2020	- 29%	36
April 2020	- 48%	27
May 2020	- 34%	25
June 2020	- 41%	31
July 2020	- 38%	35
August 2020	- 20%	34
September 2020	- 23%	36
October 2020	-19%	41
November 2020	- 39%	25
December 2020	- 11%	38
January 2019	- 54%	39
February 2019	16%	43
March 2019	- 30%	51
April 2019	- 20%	52
May 2019	7%	70
June 2019	- 5%	53
July 2019	- 16%	57
August 2019	0%	43
September 2019	- 22%	47
October 2019	21%	51
November 2019	- 12%	41
December 2019	- 33%	43

January 2018	36%	86
February 2018	- 27%	37
March 2018	73%	73
April 2018	10%	65
May 2018	- 16%	65
June 2018	- 3%	56
July 2018	15%	68
August 2018	- 32%	43
September 2018	- 15%	61
October 2018	- 61%	42
November 2018	- 50%	47
December 2018	- 13%	65
January 2017		63
February 2017		51
March 2017		42
April 2017		59
May 2017		78
June 2017		58
July 2017		59
August 2017		64
September 2017		72
October 2017		110
November 2017		95
December 2017		75



PLANNING & ZONING

DIRECTOR: DENISE BROOKINS

JUNE 2024

Department Highlights/Accomplishments

- The Code Enforcement division, in partnership with First Baptist Church, conducted the first pilot Love Thy Neighbor community clean-up initiative. This initiative included helping seniors paint homes, lawn care for veterans, and other projects throughout the city.
- The Peach Cobbler Factory restaurant's building permit was approved. After the construction is complete, the dessert establishment will offer cobblers, a variety of banana pudding, cinnamon rolls with various toppings, shakes, tea and cold rush brewed coffee.
- Planning and zoning staff started the neighborhood mapping initiatives, a crucial step in our Comprehensive Plan Update. The staff has begun to outline the process, the meetings, and other steps to complete this critical update.

Upcoming Meetings

- The July Planning and Zoning Commission meeting was canceled.

Upcoming Plans/Rezoning/Use Permit/Variance Petitions:

- Milo Fisher (Landmark/Poplar Commons)– Rezoning and Variance- Under Review
- GFL – Text Amendment and Use Permit- Under Review
- Herndon Road Dump Truck (1st Review) /Concept/Rezoning
- Vida Fairburn Development, LLC (1st Review) Concept/
- Poplar Commons (3rd Review) /Concept/Rezoning
- Meadow Glenn Village Concept (1st Review) - /Concept/Rezoning
- Data Center Bohannon /Concept/Rezoning (DRI)

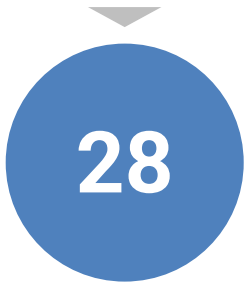
Proposed Text Amendments:

- Community Redevelopment Tax Incentive (Blight Tax)
- Revise the text for prohibited tire treading and recapping uses to add tire repair shops and add a separation distance requirement for automobile repair shops (to include oil change, body repair, and tire repair shops)
- Electric Vehicle Requirements
- Automotive Rental
- Add regulations for patios and uncovered decks to encroach in the required setbacks
- Comprehensive Plan – Amendment request
- Impact Fees

Planning, Compliance, and Building Fast Facts

Building Permits Summary

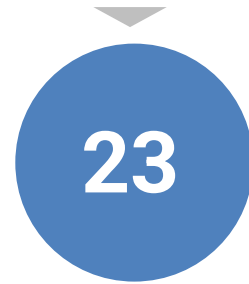
TOTAL PERMITS



COMMERCIAL



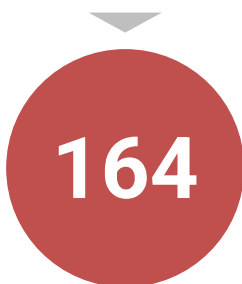
RESIDENTIAL



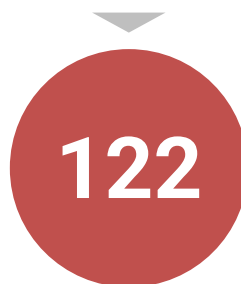
New Permits:

Most of the permit requests were related to roof permits

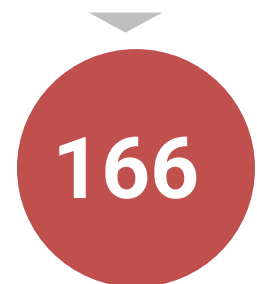
TOTAL CASES



CLOSED CASES



COURTESY NOTICE
(DOOR HANGER)



CODE ENFORCEMENT
TOTAL INSPECTIONS



PRE COURT
INSPECTION AND
CITATIONS



Top Issues

CARE OF PREMISE

TRASH – GENERAL

ABANDONED OR NON-
WORKING VEHICLE

TRASH BINS PUBLIC VIEW

PARKIN ON THE GRASS



POWER

MANAGER: TOM BANKS

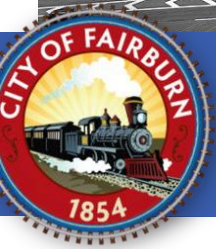
JUNE 2024

Department Highlights/Accomplishments:

- Meeting with the Director/Budget workshop items/Planning and review updated/Phone meeting with ECG for upcoming capital projects/ (June 3rd)
- Meeting with Kendall Supply vendor/Budget workshop/Completed forward May Report for Administration/Lineman applicant accepted position (June 4th)
- The Director is attending the E&O conference/Meeting with Electrician at Oakley Industrial lights/Disconnected service at 220 Bay Street/Contacted Coweta Fayette engineering concerning pole at Milam Road jobsite/Completed agenda for City Council meeting/New lineman started/ (June 5th)
- Lineman interview cancelled/Ordered lights for Vickery Road/Assed 156 Jonesboro Road Jobsite/Meeting with Lineman Foreman/Disconnected power at 850 Tall Deer due to tree damage (June 6th)
- Completed 90% of 156 Jonesboro Road primary service/Meeting with Planning and Zoning Director/Repaired downed primary power line at 495,507 Rivertown Road/Re-energized 850 Tall Deer/Began radio inventory/Received IUC FY25 estimate/ Delivered Versa lift bucket truck for repairs to blown hydraulic hose/Picked up Terex bucket truck/Installed temp power for Parks and Recreation Director/ (June 7th)
- Meeting with the Director/Meeting with Water sewer Manager/Repaired tree damaged primary line in Tall deer subdivision/Meeting with Utilities Financial Manager/ Completed work at 156 Jonesboro Road primary is energized and verified/Attended City Council meeting/ (June 10th)
- Ordered materials for Ferndale subdivision Phase II/Approved tree permit for Habitat for Humanity/Phone conference with ECG/ Completed all area lights on Oakley Industrial/ Installed new service pole at 35 Azalea/ (June 11th)
- Meeting with the Director/MEAG substation safety presentation for P.D./Meeting with Assistant City Administrator/ Terex bucket to repair/Versa lift bucket repair complete/Attended City appeal hearing/ (June 12th)
- Completed check requests/Meeting with the Director SOP's/Meeting with Utilities revenue clerk/Bluebeam software installation/Meeting with Coweta Fayette engineering Milam lighting/ Watched Stormwater video for MS- 4/ Lineman Brian Wilburn last day/ (June 13th)
- Meeting with leadership staff and Mayor for Korean diplomatic delegation/Received Greystone Power quote for John Rivers lighting/Received inspection release for 35 azalea Drive/ (June 14th)

- Meeting with the Director/Meeting with contractor's tree cutting on Dodd Street/New service line installed at 35 azalea/Developing position changes for Power Department/ (June 17th)
- Meeting with the Director and Human Resources/Meeting with Solomon Transformer/Meeting with WESCO/Assisted F.F.D. with brushfire/ (June 18th)
- Juneteenth Holiday (June 19th)
- Meeting with Power Department team/Prepared 5 Ferndale services for permanent power on Jacoby Dr./Repaired mass outage on West Cambleton/Inspected 3rd Friday Restrooms one generator is missing/Sent ECG monthly consumption report/ (June 20th)
- Meeting with the Director/Meeting with Solomon Transformer/Final inspection for 3rd Friday event complete/Power team installed temp services at 314 NW Broad Street 3rd Friday event/ (June 21st)
- Worked on budget strategies/Installed a new 4/0 underground service at 1155 Colony Trail/Removed temp power from 314 NW Broad Street/Blue Beam conference with Planning and Zoning Director/ (June 24th)
- Meeting with the Director/Replaced broken pole on East Cambleton/Reviewed Apprentice candidates/ (June 25th)
- Completed 156 Jonesboro Road, applied permanent power and revenue metering/Started final lighting project on John Rivers Road/Reviewed Planning and Zoning projects/ (June 26th)
- System maintenance/Preventive maintenance preformed (June 27th)
- Mass power outage repaired on Senoia Road/Meeting with the Director/Meeting with the Water and Sewer Manager/Reviewed applicants with Human Resources/ (June 28th)

The Power department completed 29 work orders and repaired 4 mass outages. We also completed permanent power installation to 5 homes and 1 new business.



PUBLIC WORKS

DIRECTOR: LESTER THOMPSON

JUNE 2024

Department Highlights/Accomplishments:

Supplemental Agreement #2 with CSXT for Construction Engineering & Inspection (CEI) Services was approved at the June 10th, 2024, City Council Meeting.

An Intergovernmental Agreement with the City of South Fulton for the Gullatt Road Full-Depth Reclamation (FDR) Project for **\$337,306** in supplemental project funding was approved at the June 10th, 2024, City Council Meeting.

An Intergovernmental Agreement with the South Fulton CID for the Cleckler Road Full-Depth Reclamation (FDR) Project for **\$209,041.09** in supplemental project funding was approved at the June 10th, 2024, City Council Meeting.

An Intergovernmental Agreement with the South Fulton CID for the McLarin Road Full-Depth Reclamation (FDR) Project for **\$782,858.95** in supplemental project funding was approved at the June 10th, 2024, City Council Meeting.

The Contract Award for the Gullatt Road, Cleckler Road, McLarin Road Full-Depth Reclamation (FDR) Project to Blount Construction Company for \$2,658,412.08 was approved at the June 10th, 2024, City Council Meeting. It is important to note half of the construction funding or **\$1,329,206.04** will be reimbursed by the City of South Fulton and the South Fulton CID, respectively.

The Notice to Proceed (NTP) with Construction for IFB# 24-007, Golightly Rain Garden & Greenspace Project was issued on June 10th, 2024.

The Notice to Proceed (NTP) with Construction for IFB#24-006, Roadway Improvements on Various City Roads Project was issued on June 12th, 2024.

The City of Fairburn's LIA Monthly Reports for the months of April 2024 and May 2024, respectively were submitted for the Georgia Soil & Water



PUBLIC WORKS

DIRECTOR: LESTER THOMPSON

JUNE 2024

Conservation Commission and the Fulton County Soil and Water Conservation District on June 13th, 2024.

Participated in the I-85 at Gullatt Road Interchange Justification Report (IJR) Monthly Status Update Project Team Meeting on June 17th, 2024.

Participated in the I-85 @SR 74/Senoia Road Interchange Project Monthly Status Update Project Team Meeting on June 18th, 2024.

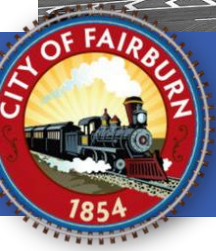
Participated in the Fulton County Soil and Water Conservation District Meeting on June 18th, 2024.

The Preconstruction Meeting for the Gullatt Road, Cleckler Road, and McLarin Road Full-Depth Reclamation Project was conducted on June 20th, 2024.

Participated in the Roosevelt Highway Technical Advisory Committee Corridor Tour on June 21st, 2024.

On June 21st, 2024, received notification that the Georgia Department of Transportation agreed to fund and acquire the mitigation credits for the I-85 @ SR 74/Senoia Road Interchange Project for an amount of \$748,000 and also agreed to provide an additional \$300,000 in project funding for the design consultant, TranSystems to provide Construction Services (Preconstruction Conference, RFIs, Non-Conformance Reports, Plan Revisions, Post-Construction Evaluation) for the project. Collectively, that is an additional **\$1,048,000** in supplemental project funding received.

On June 26th, 2024, received notification from the U.S. Department of Transportation that the "Fairburn Warehousing and Distribution Center Community Safety Improvements" Project was selected to receive an FY 2024 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant to facilitate the planning and design of pedestrian safety improvements along US 29 and near the intersection of US 29 and Harbor Lakes. Planned improvements include a pedestrian bridge over US 29 and the CSX railway.



PUBLIC WORKS

DIRECTOR: LESTER THOMPSON

JUNE 2024

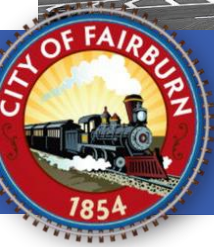
The project will also plan and analyze Intelligent Transportation System (ITS) improvements. The RAISE Grant Award Amount is **\$1,008,000**.

Participated in the Fairburn Connectivity LCI Walking Tour/Site Visit on June 28th, 2024.

Participated in the South Fulton CID Board Meeting on June 28th, 2024.

Department Updates:

Permit Type	Number Issued
Right-of-Way Encroachment Permits	10
Timber Harvesting Permits	0
Clearing & Grading Permits	0
Land Disturbance Permits (LDPs)	0



PUBLIC WORKS

DIRECTOR: LESTER THOMPSON

JUNE 2024

Project Status:

Community Development Projects Plans Under Review

Community Development Projects Plans Under Review			
Santa Maria Tapas and Seafood Restaurant	Renaissance Parkway and Senoia Road (between Sherwin-Williams and T-Mobile/IHOP)	Site Development Plans	Comments provided on 06/12/2024.
GMC Fairburn Campus Parking Lot	320 NW Broad Street	Site Development Plans	Comments provided on 05/30/2024.
Strack Shop	105 Laser Industrial Court	Site Development Plans	Comments provided on 05/13/2024.
Strack Office Rebuild, Lot 1, 3 Story Building	Laser Industrial Court	Site Development Plans	Comments on Revision 1 provided on 06/21/2024.
Meribel Townhomes	John River Road	Site Development Plans	Revision 2 comments provided on 04/15/2024.
Chick-fil-A	Renaissance Parkway	Site Development Plans	Comments on Revision 2 provided 05/28/2024.
Cury Bend Development 114 Single-Family Detached Residential 126 Townhomes	Johnson Road/Seneca Road	Site Development Plans	Comments on Revision 2 provided 04/12/2024.
Shugart Farm 2A – Collinsworth Connector; Roadway Project	Johnson Road, near 7190 Johnson Road	Site Development Plans	Revision 1 plans approved on 04/16/2024.
Vickers Point Subdivision	Vickers Road (at the intersection of Beverly Ingram Parkway/ SR 138)	Site Development Plans	Comments on Revision 3 provided on 08/09/2023.
South Park Building C	Whitewater Place; 7760 Spence Road	Site Development Plans	Revised plans approved 05/11/2023.

Community Development Projects Under Construction

Community Development Projects Under Construction		
Project Name	Permit Type	Permit Issuance Date

Permit Type	Number Issued
Right-of-Way Encroachment Permits	1
Timber Harvesting Permits	0
Clearing & Grading Permits	0
Land Disturbance Permits (LDPs)	0

Project Status:

Community Development Projects Plans Under Review			
Santa Maria Tapas and Seafood Restaurant	Renaissance Parkway and Senoia Road (between Sherwin-Williams and T-Mobile/IHOP)	Site Development Plans	Distributed for review on 05/23/2024.
GMC Fairburn Campus Parking Lot	320 NW Broad Street	Site Development Plans	Distributed for review on 05/16/2024. Comments provided on 05/30/2024.
Strack Shop	105 Laser Industrial Court	Site Development Plans	Comments provided on 05/13/2024.
Strack Office Rebuild, Lot 1, 3 Story Building	Laser Industrial Court	Site Development Plans	Comments provided on 05/10/2023.
Meribel Townhomes	John River Road	Site Development Plans	Revision 2 comments provided on 04/15/2024.
Chick-fil-A	Renaissance Parkway	Site Development Plans	Comments on Revision 2 provided 05/28/2024.
Cury Bend Development 114 Single-Family Detached Residential 126 Townhomes	Johnson Road/Seneca Road	Site Development Plans	Comments on Revision 2 provided 04/12/2024.
Shugart Farm 2A – Collinsworth Connector; Roadway Project	Johnson Road, near 7190 Johnson Road	Site Development Plans	Revision 1 plans approved on 04/16/2024.
Vickers Point Subdivision	Vickers Road (at the intersection of Beverly Ingram Parkway/ SR 138)	Site Development Plans	Comments on Revision 3 provided on 08/09/2023.
South Park Building C	Whitewater Place; 7760 Spence Road	Site Development Plans	Revised plans approved 05/11/2023.

Community Development Projects Under Construction		
Project Name	Permit Type	Permit Issuance Date

Strack Dev. 54" Pipe Ext.	Land Disturbance Permit	04/24/2024
Living Word Church	Land Disturbance Permit	04/12/2024
Buckingham Fairburn Warehouse (Google) 1000 Logistics Center Drive	Land Disturbance Permit	04/02/2024
Fire Station #23 5650 Milam Road	Land Disturbance Permit	01/05/2024
Nestle Purina Petcare, Roadway and Drainage Improvements 5001 Fayetteville Road	Land Disturbance Permit	12/05/2023
Trillium Reserve Subdivision Fayetteville Road (between Edelweiss Drive and Trotters Farm Road)	Land Disturbance Permit	10/31/2023
Bohannon Road Training Center	Land Disturbance Permit	10/19/2023.
Evergreen Subdivision Elder Street (near Vickers Road & Strickland Street)	Land Disturbance Permit	06/13/2023
Copart, Inc. – Fairburn 6737 Roosevelt Highway	Land Disturbance Permit	06/12/2023
Mini Storage Depot at Fairburn 156 Jonesboro Road (near Heath Street & Beverly Engram Parkway)	Land Disturbance Permit	05/31/2023 Plan revision R-4 approved on 02/05/2024.
Oakmont Bohannon 621 Bohannon Road	Land Disturbance Permit	05/24/2023
Renaissance Parkway Phase II ~ Sanitary & Stormwater Construction Renaissance Pkwy (between the proposed Popeye's & the Fairburn Park & Ride Lot)	Land Disturbance Permit	02/22/2023
Ren Park Apartments	Land Disturbance Permit	11/10/2022

7000 Renaissance Parkway		
Package Depot Plaza 7895 Senoia Road	Land Disturbance Permit	04/12/2022 Comments on the revised as-builts provided on 04/16/2024.
Fern Dale Subdivision Virlyn B. Smith Road (east of the Georgia Renaissance Festival, across from Victoria Estates) 171 Lots	Land Disturbance Permit	03/31/2021 Phase 1 (69 Lots): Home construction initiated 03/04/2024. Phase 2 Preconstruction Meeting conducted 04/23/2024.
Legend Creek Subdivision Off White Mill Road, near Rivertown Road	Land Disturbance Permit	The original LDP was issued on 10/15/2020. The revised Site Development Plans (R-9) were approved 03/16/2023. The permit has expired due to more than six months of inactivity.

Public Works/Capital Improvement Projects Under Design

Project Name	Design Firm	Current Phase	Let Date
Gullatt Road, Cleckler Road, and McLarin Road Full-Depth Reclamation Project	Southeastern Engineering, Inc.	Contract Award	Let: April 3 rd , 2024. Bid Opening: May 8 th , 2024. The Contract Award was approved at the June 10th, 2024, City Council Meeting.
Park Road Extension/Duncan Park Secondary Access Road	Southeastern Engineering, Inc.	Preliminary Engineering /ROW Acquisition	August 7 th , 2024 (anticipated)
I-85 @ SR 74/Senoia Road Interchange Project (PI#0007841) *	TranSystems Corporation	Right-of-Way Acquisition/ Final Design	Management Let Date: August 16 th , 2024
Oakley Industrial Boulevard Roadway Extension	Southeastern Engineering, Inc.	Preliminary Engineering	October 30 th , 2024 (anticipated)

- * **The I-85 @ SR 74/Senoia Road Interchange Project currently has fifty-nine (59) parcels; the preliminary parcel count was fifty (50) parcels. GDOT has closed on fifty-eight (58) parcels, Last outstanding parcel for acquisition is parcel 47C (Family Dollar).**

The let date has been shifted out from June 21st to August 16th, 2024, to allow for the required project certifications: Right-of-Way Certification, Utility Certification, Environmental Certification (History, Archaeology, Ecology, Air/Noise).

Team	Status
Design	Submitted Final Plans 4/12/24 Final Field Plan Review (FFPR) Inspection Report comments accepted by Erik Rohde, P.E., State Project Review Engineer, Office of Engineering Services on 04/17/2024. Updated IMR submitted to FHWA 6/11/2024
Bridge Design	Final plans – Approved by the State Bridge Engineer, Donn Gigamon, P.E. on 4/11/2024.
NEPA/GEPA	Re-Eval to be resubmitted on 4/17 and to FHWA 4/19. Certification 5/31/24. FONSI approved by FHWA 6/7/24. Public Notice of Changes completed 6/11/2024. Project certified for Let 6/18/2024.
History	HRSR for cemetery sent to SHPO 2/1/24. NHPA sent to SHPO 2/28/2024. No further work required.
Archaeology	ASR Addendum approved by OES 7/28/2022. Cemetery IHSR completed 2/28/2024. No further work or concurrence required.
Ecology	Addendum submitted 4/2. Ecology Addendum approved and transmitted to agencies 4/3/24. Received the PCN for the RP 34 6/7/2024. Received the buffer variance on 6/10/2024. Mitigation credit purchase confirmed 6/18/24.
Air/Noise	Air/Noise Addenda approved 7/14/2023. Noise Addendum approved 8/22/2023.
Right of Way	Authorized. 58 of 59 parcels acquired, Certification 5/31/24

Public Works/Capital Improvement Projects Under Construction			
Project Name	Design Firm	Contractor	Notice to Proceed Date (NTP)/Completion Date
Downtown LCI Streetscape (19-005/PI#0012636)	Stantec	Precision 2000, Inc. (P2K)	Project restart date: September 11 th , 2023. Substantial Completion: February 26 th , 2024. Final Completion: April 26 th , 2024.

			Final Inspection conducted May 1 st , 2024.
Roadway Improvements on Various City Roads	In-House	Magnum Paving	The NTP date was June 12 th , 2024. The project shall be fully complete within One Hundred and Twenty (120) days.
CDBG, Golightly Rain Garden & Greenspace Project	Pond & Company	Complete Site, LLC	The NTP date was June 10 th , 2024. The project shall be fully complete within One Hundred and Twenty (120) days.

Upcoming Events/Actions/Meetings:

- It is anticipated that a Task Order with Atlas Technical Consultants to conduct the Construction Engineering & Inspection (CEI) Services on the Gullatt Road, Cleckler Road, and McLarin Road Full-Depth Reclamation (FDR) Project for an amount not to exceed \$108,000 will be presented at the July 8th, 2024, City Council Meeting.
- The Pedestrian Improvements on Various City Roads was put out to bid on May 29th, the Bid Opening Date is scheduled for July 1st, 2024. It is anticipated that the Contract Award recommendation will be presented at the July 8th, 2024, City Council Meeting. This would allow the Notice to Proceed (NTP) with Construction to be issued to the successful Contractor before the end of July.



REVENUE ADMINISTRATION

DIRECTOR: ALVIN COLBERT

JUNE 2024

Revenue Administration:

Meetings and Other Activities:

- Utility Department budget review meetings.
- Continued in-office operations discussions, including review of the importance of the division's collective (and staff individually), to the success of the Utility and more broadly the City of Fairburn and its citizens..
- Attended Utilities Department meeting with the Assistant City Administrator.
- Attended Department Leadership meeting
- Attended meeting to review and discuss new ERP solution that will work for all departments.
- Completed review and reconciliation of utility assistance pledges from the last week of May 2024.
- Completed posting of pledges to customer accounts.
- Attended meeting with the Utility Manager for Water and Sewer to review budget status for the remaining quarter of FY24, to determine requirements for coming year.
- Attended meeting with Human Resources to discuss current and future staffing needs for Revenue Administration.
- Participated in the Third Friday Event for June.

Training:

- Continued accelerated cross-training of Utility Revenue Clerks to mitigate the impact of the long-term absence of the Utility Coordinator.
- Attended Georgia Rural Water Association's training for New and Proposed Drinking Water Regulations 2024 – 2025.

Revenue Transactions:

- New customer utilities accounts - 96
- Just short of 6,000 total monetary transactions (5,991 - \$1,973,621.36)
 - 2,363 in-office transactions
 - 351 in-office credit card transactions
 - 1,684 in-office check transactions
 - 328 in-office cash transactions
 - \$13,881.00 in credit card fees collected (City savings)
 - 2 credit card chargebacks/returns

Special Accomplishments and Recognition:

- The Revenue Management staff continues to perform well although still understaffed.
 - On June 17, 2024, 1,149 total transactions were posted
 - Available man-hours for the day - 23.82
 - 431 in office transactions
 - Drive-thru (Erica Allen) - 163
 - Mail & Dropbox (Amikhael May) - 226
 - Walk-in 42
 - Chante Gilliam-Drew - 34
 - Amikhael May - 8
 - Ms. Chante Gilliam-Drew continues as the temporary replacement for the Utility Coordinator, in addition to performing other duties as a Revenue Clerk.
- The Revenue Administration staff remains understaffed but committed to providing the very best service possible to the City of Fairburn and its citizens.



WATER & SEWAGE

MANAGER: JOHN MARTIN

JUNE 2024

Department Highlights/Accomplishments:

- Department Leadership Meeting-Conference Room #115-City Administration Building (June 5)
- Microsoft TEAMS Meeting: Bluebeam Utility Review (June 24)
- Development Review Meeting-Conference Room #1-City Administration Building (June 6)
- Supervisory Leadership Make-up Class (June 18)
- Utilities Meeting: HR Office (June 7)
- Utilities Meeting/ Water and Sewer Meeting: Utility Director's Office (June 3)
- South Korean Delegation Welcome Letter Sign-in (City of Fairburn Staff Only) Council Chambers (June 14)
- Microsoft TEAMS Meeting: Early Payroll/Paydate (June 28)
- Upcoming Project Planning w/Integrated Science (June 20)

WATER, SEWER, & STORMWATER

FOG (Fats, Oils, & Grease):

- Identifying all commercial & EXEMPT FOG customers- (On going)
- (8) FOG permits issued (June 2024)
- June 2024 FOG collections amount: \$1,712.00

MONTHLY STATS (JUNE 2024)

METER MAINTENANCE	18	4		22
PUMP STATION		4		4
VERIFY INFO	5	14		19
HYDRANT FLUSH		7		7
METER INSTALL				
INSTALL ERT		3		3
SEWER BACK UP	1	2		3
CHECK FOR LEAKS	18	14		32
TURN WATER OFF		3		3
LOCATE METER	1	3		4
CHANGE BOX	2	4		6
REPAIR MAIN				
ACTIVATE METER		2		2
V. MAINTENANCE				
PUMP OUT WATER BOX	5			5
CHECK METER	3	1		4
SEWER JET	1			1
STORM DRAIN	4	4		8
RE READ METER		5		5
LOW PRESSURE	2	16		18
LANDSCAPE	1	3		4
REPLACE LID		7		7
SINKHOLE	2	3		5
TOTAL	63	99		162

CONTRACTOR PROJECTS

	642 Sir Charles Drive Replaced storm drain type, reconstruct catch basin at the curb, reconstruct blind box in the yard, built stone headwall outlet and landscaped yard.	
	At Orchard & Strickland Streets Repaired water main valve that was leaking	

Department Updates:

- Backflow/Cross Connection Program-Software training (*on going progress*)
- Budget Preparation FY25

Project Status:

- Lift Station Project-(*SCADA system training*) (*Completed*)

Upcoming Events/Actions/Meetings:

- Review meter details for new developments and renovations- (*In progress/99% completed*)