



SEPTEMBER 2024 CITY MANAGER'S REPORT





TABLE OF CONTENTS

Building	2
Code Enforcement	4
Communications	6
Economic Development	10
Human Resources	13
Municipal Court	15
Parks & Recreation	17
Planning & Zoning	19



BUILDING

BUILDING

Building Permit Metrics of Performance

Totals by Permit Type	# of Payments	Total Payments
Commercial Building Permit	6	\$5,163.40
Demolition Permit	1	\$120.00
Electrical Permit	7	\$1,370.00
Mechanical/HVAC Permit	14	\$2,765.00
Plumbing Permit	5	\$830.00
Residential Building Permit	18	\$12,611.75
Roofing, Siding, Windows	6	\$780.00
Sign Permit		
Total	57	\$23,640.15



You may have seen shipping containers around town and wondered what they are all about. Maybe you have even considered getting one for yourself. Chances are you're thinking: "can I put a shipping container on my property? There is no one-size-fits-all answer to "can I put a shipping container on my property." The laws and building codes regarding shipping containers vary from state to state. However, there are some general things to remember when considering using a shipping container on your property.

Can you obtain a permit for a storage container? You may need to follow these steps:

1. Check local regulations: Determine if your city requires a permit for placing a container on your property.
2. Apply for a permit: Fill out an application form, provide details about the container size, property size, storage duration, and purpose of use.
3. Attach architectural drawings or site maps if necessary.
4. Pay any applicable fees



CODE ENFORCEMENT



CODE ENFORCEMENT

Workload/Activities

	September 2024
Complaints	91
Inspections Conducted	180
Notices Issued	371
Violations Resolved	127
Signs Removed from ROW	0
Citations Issued	62
Sweeps and Special Projects	4

September Highlights

- Court was held Virtually on September 10th – A total of 46 properties and a total 112 violations were cited.
- Environmental Court was held in Person on September 12th - A total of 65 properties and 169 violations were cited.
- Environmental Court bench trials were held in Person on September 17th. A total of 72 properties and 170 violations were cited.
- Code Enforcement staff attended multiple neighborhood meetings.

A man in a dark suit, light-colored checkered shirt, and dark tie is standing in a meeting room. He is gesturing with his right hand while holding a white folder or document in his left. The room has dark wood cabinets on the wall and a table with chairs in the foreground. The entire image is overlaid with a semi-transparent red color.

COMMUNICATIONS



COMMUNICATIONS

City News Releases

- Blight/Nuisance Ordinance
- Rice Awards (Mayor's victory)
- Hurricane Helene
- Street Paving

Events

- Screen on Green

New Hires

- Social Media & Content Creator - Hired Jeremy Reid
- Graphic Designer - Hired Bianca Kipp
- Community Engagement Coordinator - Panel made final decision for hire, but the position was put on hold.

Projects

- ICMA
 - Finished three-month long ICMA project.
 - Final video delivered
 - All video and footage archived to be repurposed for future videos.
- Citizens Academy
- Pickleball
- Browns Mill Roof for reopening

Activities: Daily, Weekly Ongoing

- Staff - New position additions
- City Clerk - Meetings Calendar updates
- City Meetings - Inputs/Cancellations
- City News stories | News alert banners - additions/removals
- Community Event Calendar updates
- Dekalb County Notices - Shredding Event
- Dekalb Health Dept. - Vaccination Drive-Thru
- Dekalb Police Notices - DKPD Safety Fair
- Arabia Mountain Alliance - Daisy Days
- Holiday, Closure, & City notices | Community Calendar, Homepage, & SharePoint
 - September 11th | Screen on the Green | Childhood Cancer
- DOT Roadwork Project updates - Weekly
- Municipal Court Calendar, Virtual Court Notices, & Court Connect webpage updates



COMMUNICATIONS CONT.

- Dekalb Weather Center Notices - Regular monitoring for updates
- Planning & Zoning Public & Legal Notices
- City Engineering Paving Program and Major Studies webpage updates

Social Media/Linktree

- September City Events, Notices & Highlights
- Shares: DKPD, Dekalb Health, Dekalb County
 - 9-11
 - DKPD Safety Fair
 - Daisy Days
 - Know before you go
 - Road Paving
 - DEMA | Code Red Alerts Registration
 - Screen on the Green Postponed notice

Citywide Meetings

- City Council
- TIPS
- Work Session
- Court
- Press Briefing
- SAP
- CPIM
- Film Commission
- SDA
- Finance Committee



City, Council and Mayor Events

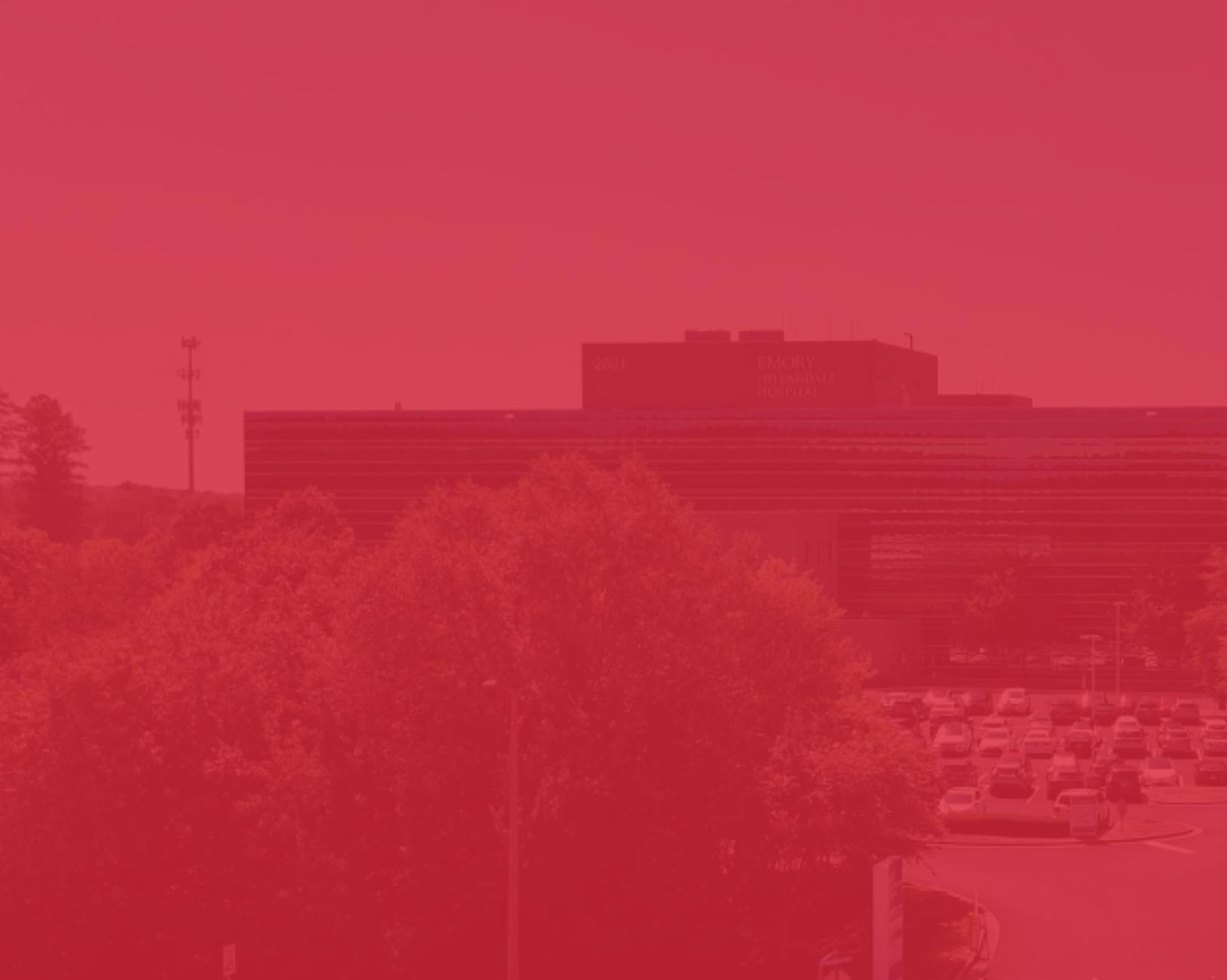
- Council member Grimes and Delta Sigma Theta partnership event.
- Citizens Academy
- Rice Awards
- Big Miller Grove Festival
- Screen on Green
- Let Us Make Man (Council Members Washington and Graves)
- Cancer Event (Council Member Grimes)
- Browns Mill Roof the rec center for re-opening posts on social.

COMMUNICATIONS CONT.

Social Media

- Hurricane Helene crisis event.
- BIO Lab incident event.
- Browns Mill reopening.
- Stonecrest Fest
- Basketball 3v3 Tournament
- Delayed Start for City.
- Turkey Giveaway flyer





ECONOMIC DEVELOPMENT



ECONOMIC DEVELOPMENT

Stonecrest Film and Entertainment Commission Proactively Works with Tourism to Generate Economic Impact for Stonecrest

On September 17th the Film and Entertainment Commission met with select members of the Tourism Committee to discuss ways to create events which will generate economic impact for the City.

Stonecrest Economic Development Works with Decide Dekalb Entertainment Advisory Council

Stonecrest's Economic Development met with other Dekalb County communities and the commission to discuss, learn and share best methods to drive economic impact in the County. Stonecrest ED currently works with the Tourism Committee and Discover Dekalb to coordinate promotional efforts while creating the Stonecrest Tourism and Entertainment brand. To learn more about these efforts please email Christian Green at cgreen@stonecrestga.gov or visit ExperienceStonecrest.com.

Stonecrest Economic Development Attends Georgia Economic Development Association (GEDA) Annual Conference

Economic Development attended the recent GEDA Annual Conference in Savannah September 18-20. The annual conference focused on sharing new tools and incentives used by local, regional, state and national partners which generate economic good for communities which choose to use them. Georgia Power, Georgia Department of Economic Development and Decide Dekalb were all in attendance sharing experience and best tools to drive economic impact in the coming years.

Business Development



6 New Unique Leads



19 Active Projects

Business Retention & Expansion



7 Business Retention Visits Made in August 2024



100 Total Visits 2024 Goal for BRE

Film Productions



0 Film Production Applications made in August 2024



17 Total Film Production Applications 2024



ECONOMIC DEVELOPMENT CONT.

City Growth Trends (utilizing latest data available):

Costs of Community Services			
Expenditures per \$1.00 in Revenue by Land Use			
	Residential	Commercial/Industrial	Agriculture
Averages	\$1.53	\$.39	\$.43

- Georgia Power recently shared data further highlighting the importance of commercial development in communities. For every \$1 spent by cities for development by type. Commercial/Industrial Development creates the most net positive impact to the community.
- Commercial Market Snapshots for Quarter 1 of 2024 are available on our website.
- Georgia Unemployment Rate Remains low: For 1st Quarter of 2024 the Atlanta Regional Commission forecasts that the Atlanta region is holding steady at 3% unemployment. Up one tenth of a percent from November and December of 2023.
- Median Household Income in Stonecrest are \$68,482 for 2024 Source: zoomprospector
- The City of Stonecrest has a labor force of 33,000 and over 18,500 people work in the city. Source: zoomprospector
- Nearly 180 new residential construction permits were issued in 2023. Source : Economic Development Strategic Plan
- Stonecrest’s Tourism under Economic Development launched *ExperienceStonecrest.com* earlier 1st Quarter 2024 to drive the experiential brand to tourists visiting and looking to visit the surrounding area in partnership with *DiscoverDeKalb*.

The department’s top target industry sectors for attraction and growth are:

- o Professional Services
- o Healthcare
- o Film and Entertainment
- o Transportation and Logistics
- o Light Manufacturing
- o Experiential Retail
- o Data Centers
- o Tourism

City Growth Trends (utilizing latest data available):

- Area Development magazine named Georgia No. 1 for business – for ten straight years. Source: Area Development and Georgia Governors Press Release
- Georgia ranked #4 CNMB for Top States for Business in 2023. Source: CNBC
- 440 of the Fortune 500 companies call Georgia home
- Georgia has a Corporate Income Tax Rate of 5.75%. Amongst other states Georgia Ranks 31st for Corporate Income tax rates. Source: Tax Foundation
- Georgia Ranked #2 for Best States to Start a Business. Source: Wallet Hub



HUMAN RESOURCES





HUMAN RESOURCES

As of September 30, 2024, the workforce consists of 61 Full-Time employees, 11 Part-Time employees, and 0 Seasonal employees.

Projects:

- New Org Chart Platform **Updating**
- New Personnel Action Form (PAF) **Reviewing**
- Tyler Time and Attendance Employee payroll test phase – **Currently**
- NEOGOV LEARN Configuration – **Currently**
- NEOGOV Position and Employee imports - **Completed**

Training, Development, and Employee Engagement:

- Conducted two (2) New Employee Orientations

Recruitment:

- Onboarded 4 employees – Bianca Kipp, Graphic Designer; David Brown, Building Inspector; Ramona Eversley, Senior Planner; Andrew Patterson, Multi-Media Specialist
- HR team were members on several interview panels: Business Development Program Manager, Business Retention & Expansion Program Associate, Community Engagement Coordinator, Code Enforcement Officer, Deputy City Manager

Open Positions	Department	Status/Notes
Park Maintenance Worker	Parks and Recreation	Posted/Interviewing
Accountant (Projects)	Finance	Posted
Accountant (General)	Finance	Posted
Deputy Finance Director	Finance	Posted
Capital Projects Manager	Engineering	Start Date 10/7/24
Crew Leader	Parks and Recreation	Posted
Park Maintenance Worker	Parks and Recreation	Posted/Interviewing
Park Ambassador (Part Time)	Parks and Recreation	Posted
Business Development Program Manager	Economic Development	Start Date 10/21/24
Business Retention and Expansion Program Associate	Economic Development	Start Date 11/4/24
Community Engagement Coordinator	Communications	Posted/Interviewing
Deputy City Manager	Finance	Posted/Interviewing
Land Development Coordinator	Planning and Zoning	Interviewing
Code Enforcement Officer	Code Enforcement	Interviewing



MUNICIPAL COURT

MUNICIPAL COURT

Accomplishments:

- Court Administrator Mallory Minor was nominated for a second term to the Georgia Council of Court Administrators (GCCA) Executive Board, serving all courts in Georgia.

Events:

- Municipal Court of Stonecrest Hosted Virtual Notary Training
- Municipal Court of Stonecrest Hosted Municipal Court Clerks Webinar
- GBI Compliance Audit
- Municipal Court of Stonecrest now accepting Community Service Donations for Probations



Upcoming Events:

- 2024 Public Access to Court Training Hosted by the Georgia First Amendment Foundations
- 2024 General Open Government “Essentials” Training Hosted by the Georgia First Amendment Foundations
- 2024 Municipal Court of Stonecrest Townhall

Major Projects:

- The Municipal Court Clerk’s Office is implementing new court software.
- Court Administrator Mallory Minor’s Final Draft of the Municipal Court of Stonecrest Policies & Procedures Manual under review.
- The Municipal Court Clerk’s Office is continuing its Record Retention Project.

Court Dates:

- August 8th In-Person Court Calendar
- August 13th Virtual Court Calendar
- August 20th In-Person Court Calendar
- August 22nd Virtual Court Calendar

Workload/Activities:

- Case Count Disposition Report – Monthly – Seventy-Seven (77) Cases Disposed
- Case Count Disposition Report – Year-to-Date – Six Hundred and Seventy-One (671) Cases Disposed



PARKS & RECREATION

PARKS & RECREATION

Special Events

Screen on the Green

- Date: Saturday, September 21, 2024
- Location: Southeast Athletic Complex
- Attendance Estimate: 150-250
- Participating Vendors: Approx 18

Horticulture

Ongoing Maintenance Projects

- Everett Park Trail
- BM Native Garden
- Collaboration Projects
- Browns Mill Elementary School
 - Created design and a scope of work
 -

Flower Show Stonecrest Garden Club

- Volunteer Projects

Stonecrest Garden Club

- Ga. Garden Club Association Flower Show Participants (Callanwolde Art Center)
- The club won several awards
- The Naturalist volunteered to help identify and catalog plants

Aquatics

Stand Guard End of Year Report

- Admissions Revenue = \$265,084
- Concessions Revenue = \$56,694
- Programs Revenue = \$31,342
- Total Revenue = \$353,120

Athletic Fields

Rentals

- 42 rental uses / Southeast Complex & Browns Mill Complex
 - Soccer
 - Softball
 - Football
- Total Rental Fees = \$220

Browns Mill Community Center

- Room Rentals = 20
- Gym Visits = 8
- Revenue Generated = \$255





PLANNING & ZONING



PLANNING & ZONING

- Created a job description for the creation of a City Arborist/Horticulturalist position in the Department of Planning and Zoning. Staff met with Parks and Recreation Director to propose sharing arborist responsibilities. (pending)
 - The position will cross assist with the Parks Department to assist with the assessment and review of trees in The City.
 - Staff is working with the GIS department to conduct a tree canopy analysis and to create processes to evaluate the city’s tree canopy on an annual basis.
- Attended training for Core Budget Module Review for the upcoming 2025 budget submittal.
 - Additional training is needed for staff to understand the full concept of what is required from each department.
- Review of Blight and Nuisances Ordinances
- Attended SPLOST/Capital Improvement projects meeting
 - Updated list with goals and workplan items from Comprehensive Plan.
- 2nd meeting with Economic Development to establish specific parcels for each “entertainment district via comprehensive plan.
- Developmental Services monthly meeting
 - Alcohol Review Board
 - Certificate Review Hearing Officer
 - Alcohol Hours of Operation Based on Uses
- **Cases for October meetings.**
 - TMOD 24-001 Truck Parking
 - TMOD 24-002 Hours of Operation Based on Uses
 - TMOD 24-003 Alcohol Hours
 - TMOD 24-004 Tree Ordinance w/ draft Tree Guideline
 - Champion Councilman Fye
 - Tree Canopy Analysis annually
 - Ordinance 2024 02 05 (TMOD 23-001) Micro Homes
 - 2024-002 Pull Apart Condition Amendment
- Preparing for FY 2025 Budget Calendar
- *Continuous- Drafting a brochure /guideline, for department (s) that work with Planning and Zoning department.*
- *Creating a checklist for conflicts with ordinance tables and texts- On going with staff*
- Completed the interest application for Planning Commission and Zoning Board of Appeals members to be listed on the Planning and Zoning website.
 - Ready and available for posting on the city’s website. The applications have been forwarded to the CM.

August 2024 Meetings:

- Planning Commission – August 06, 2024
- Community Planning Information Meeting (CPIM) – August 08, 2024
- SAP Public Hearing – August 20, 2024



PLANNING & ZONING CONT.

- Zoning Board of Appeals (ZBA) – August 20, 2024 (Cancelled)
- City Council Meeting – August 26, 2024

Upcoming Meetings (September 2024):

- Planning Commission – September 03, 2024 (Cancelled)
- Community Planning Information Meeting (CPIM) – September 12, 2024
- SAP Public Hearing – September 17, 2024
- Zoning Board of Appeals (ZBA) – September 17, 2024
- City Council Meeting – September 23, 2024

Workload/activities:

- Pre-App Meetings: 12
- Discussions: 07
- Planning and Zoning Site Visit – August 02, 2024
- Technical Review Committee Meetings (TRC): 18 cases
 - 08/07/2024 - 03 cases (agenda attached)
 - 08/21/2024 - 05 case (agenda attached)
 - 08/28/2024 - 10 cases (agenda attached)
- Zoning Certification Requests: 04
- Business License Requests: 22
- Sign Request: 03
- Special Land Use Permits: 00
- Special Administrative Permit: 06
- Rezoning Applications: 01
- Planning Commission – August 06, 2024, cases: 02
- Community Planning Information Meeting (CPIM) – August 08, 2024, cases: 02
- SAP Public Hearing – August 20, 2024, cases: 02
- City Council Meeting – August 26, 2024, cases: 02
- Collaborative Effort with DeKalb County RE:
- Out bounding check to Finance re Permit Fees: 00
- Land Disturbance Permit requests: 01
- Land Development: (Report Attached)
 - Minor Land Disturbance Permits reviewed: 00
 - Land Disturbance Permits issued: 00
 - Number of inspections: 23
 - Notices to comply issued: 07
 - Stop Work Orders issued: 02



PLANNING & ZONING CONT.

- Number of violations: 07
- Stream buffer violations: 01
- Complaints received:02
- Refund of Application: 00
- Open Record Requests: 06
 - ORR 24 - 157
 - ORR 24 – 159
 - ORR 24 – 164
 - ORR 24 – 166
 - ORR 24 - 170
 - ORR 24 – 175
 - ORR 24 - 178

Other Highlights:

- Professional Development and Employee Appreciation Day (August 23, 2024)