



# Brookhaven GEORGIA

2017 Annual Report

[www.BrookhavenGA.gov](http://www.BrookhavenGA.gov)

# Our Year of Progress

# Letter from the Mayor

Brookhaven residents,

I ran for office with the promise of getting things done, and I'm proud to say that 2017 was a banner year for progress in Brookhaven.

During a typical day in the City, you could observe a playground being installed, a road getting much-needed paving, a sidewalk being built or repaired, and a storm inlet cleaned - all at the same time over our 12 square miles.

We held numerous groundbreakings and kick-offs in 2017, and that set the stage for 2018 to be the year of ribbon-cuttings and openings. Murphey Candler and Georgian Hills parks received incredible make-overs, and Skyland Park is being completely rebuilt in a new location.

The City made significant progress on land acquisitions for greenspace, planning, and funding for the Peachtree Creek Greenway, and we'll be getting shovels in the ground for what will be a game-changing linear park later this year.

I am proud of everything we accomplished in 2017, and I hope to see you at more of our ribbon-cuttings this year and in the years to come.



**John Ernst, Mayor**  
[John.Ernst@BrookhavenGA.gov](mailto:John.Ernst@BrookhavenGA.gov)

[www.BrookhavenGA.gov/  
bc-citycouncil/page/mayor](http://www.BrookhavenGA.gov/bc-citycouncil/page/mayor)

Sincerely,  
John Ernst

Mayor John Ernst speaks at a 2017 press conference prior to the SPLOST referendum, which voters approved in November, ensuring \$47 million for Brookhaven paving, stormwater, transportation and public safety projects and facilities.



# Mayor & Council



Under the Council-Manager form of government (City Charter, HB 636), the City Council is the governing body of the City of Brookhaven. Its membership includes the Mayor, elected at large, and four Council Members elected in districts with staggered four-year terms. The Mayor serves as the presiding officer at City Council meetings. As stewards of the public trust, their responsibilities include exercising leadership in developing consensus on issues of community interest. Through public service, integrity, teamwork, innovation, and excellence, the Mayor and City Council are committed to preserving and enhancing the quality of life within Brookhaven.

[www.BrookhavenGA.gov/bc-citycouncil](http://www.BrookhavenGA.gov/bc-citycouncil)



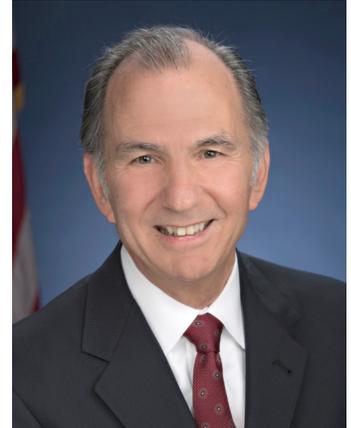
**Linley Jones, District 1**  
[Linley.Jones@BrookhavenGA.gov](mailto:Linley.Jones@BrookhavenGA.gov)



**John Park, District 2**  
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**Joe Gebbia, District 4**  
[Joe.Gebbia@BrookhavenGA.gov](mailto:Joe.Gebbia@BrookhavenGA.gov)

**The Brookhaven City Council generally meets the second and fourth Tuesday of each month at 3:30 and 7 p.m. at 4362 Peachtree Road.**

**Visit [www.BrookhavenGA.gov](http://www.BrookhavenGA.gov) for schedule changes.**



**City meetings are streamed online and archived at [www.BrookhavenGA.gov](http://www.BrookhavenGA.gov).**

**To access meetings and videos, go to the Meetings & Agendas tab near the bottom of the homepage.**

## 2017 HIGHLIGHTS

Overhauled alcohol ordinance, rolling back bar hours to alleviate crime

Purchased 33-acre PDK Greenspace property, increasing the City's greenspace by over 10%

Approved Ashford Dunwoody Corridor study to improve traffic flow and provide multi-modal transportation alternatives

Increased Hotel/Motel tax by 3% to fund Phase 1 of the Peachtree Creek Greenway



# Letter from the City Manager

To those we serve:

I am proud to present our 2017 Annual Report for the City of Brookhaven. In fact, this is the City's first-ever annual report, and 2017 is an excellent year to showcase.

It was the year that your Mayor and City Council approved a record-setting paving contract for 59 roads - the most aggressive project of its kind in Brookhaven history. 2017 was also the year that our stormwater system successfully weathered Hurricane Irma, with no flooding or stormwater deficiencies occurring.

History was made on the economic development front, as well, with world-class organizations like the Atlanta Hawks, Emory and Children's Healthcare joining the Brookhaven ranks.

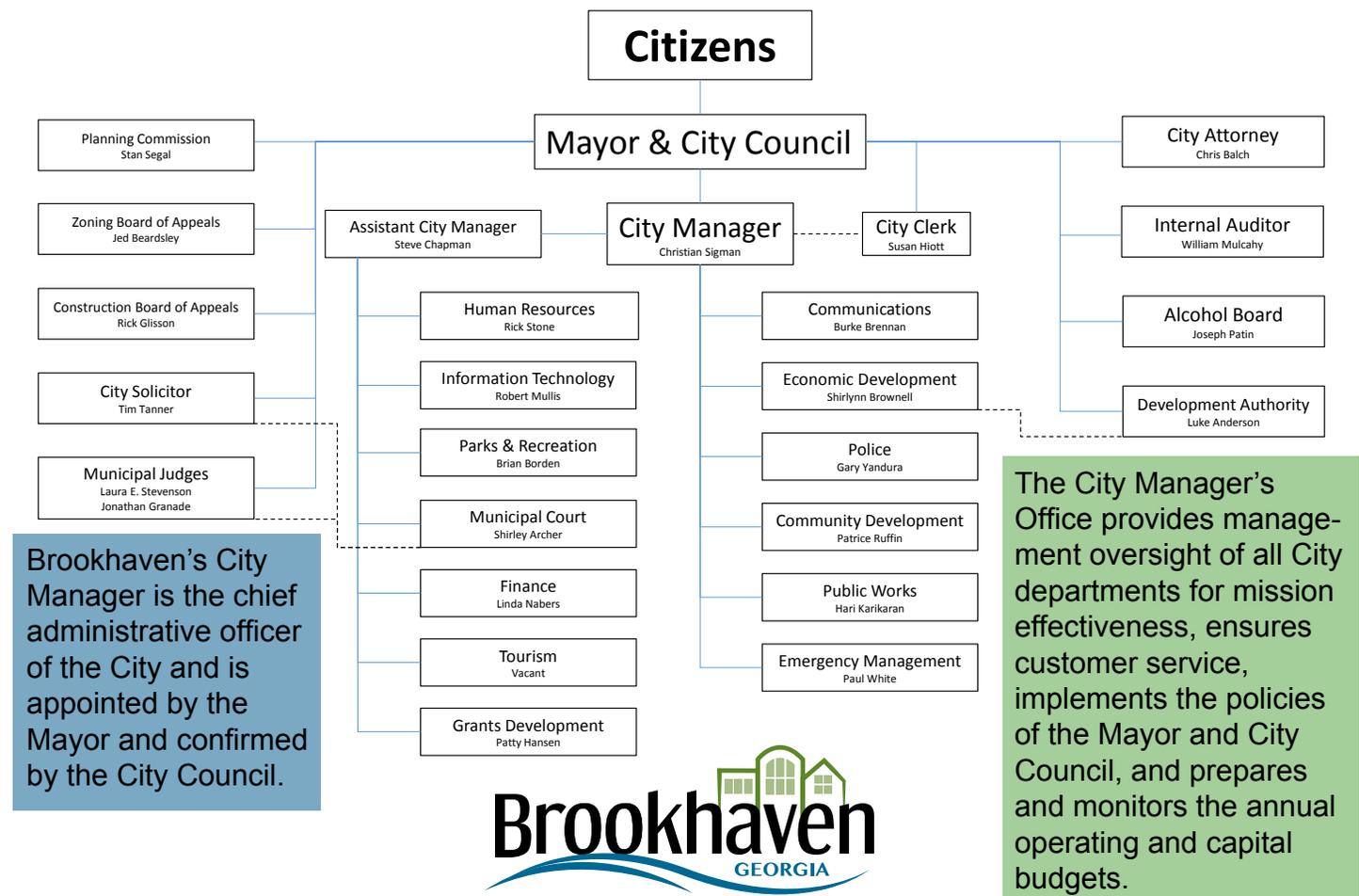
Over the next pages you'll read about many great things happening in the City. This report cannot list everything the City does or has accomplished, but feel free to contact me if you would ever like to chat about what is going on and how the City can improve.

Sincerely,  
Christian Sigman



**Christian Sigman**  
City Manager  
Christian.Sigman@BrookhavenGA.gov

[www.BrookhavenGA.gov/citymanager](http://www.BrookhavenGA.gov/citymanager)



# Board Members



Members of Brookhaven boards, commissions, and authorities are appointed by the Mayor and approved by City Council, as required by the City Charter. These advisory bodies support the City Council in making decisions that affect both business and residential property owners. Members are required by the Charter to take an oath of faithful and impartial performance of duties.

**Planning Commission Chair**  
 Stan Segal  
**Vice Chair**  
 John Funny

Shannon Cameron  
 Conor Sen  
 Bert Levy  
 Madeleine Simmons  
 Michael Diaz

**Construction Board of Appeals Chair**  
 Rick Glisson  
**Vice Chair**  
 Lindsay Mateer

Jim DeLany  
 Chris Allen

**Zoning Board of Appeals Chair**  
 Hope Bawcom  
**Vice Chair**  
 Corey Self

Tim Nama  
 Gillian O’Nan  
 JD Clockadale  
 Caitlin Miller  
 Stuart Marsden

**Alcohol Board Chair**  
 Joseph Patin

Samuel S. Woodhouse, III  
 Richard Grice  
 Michael Lennon  
 Kris Sokolowski

**Development Authority Chair**  
 Luke Anderson

Susan Coker  
 Pat Hoban  
 Tim Peaden  
 John Rhett  
 Bruce L. Whitmer  
 Sarah Kennedy  
 Bates Mattison  
*(ExOfficio)*



The Alcohol Board at a November 2017 meeting.

[www.BrookhavenGA.gov/bc](http://www.BrookhavenGA.gov/bc)

# City Attorney

City Attorney Chris Balch serves as the chief legal officer for the City. Providing advice to and taking direction from the Mayor, City Council and City Manager, the City Attorney fulfills the requirement in the Charter that the City obtain and maintain competent legal advice and assistance throughout the operations of the City. The City Attorney is on call to all Department Heads to answer questions and respond to legal issues.

[www.BrookhavenGA.gov/cityattorney](http://www.BrookhavenGA.gov/cityattorney)

## HIGHLIGHTS IN 2017

The City Attorney managed the initiation of significant land acquisitions in 2017.

Successful in prosecution and defense of litigation.

Worked with Legislative delegation to accomplish long-term strategic goals for the City.



# Parks and Recreation

The Parks and Recreation Department plays an active and critical role in the community's quality of life. The staff is responsible for providing a variety of recreational opportunities that meets the needs of all citizens. The Parks and Recreation Department is responsible for the day-to-day operation of the City's parks, pools, recreation centers, community building, and park land.

## BY THE NUMBERS IN 2017

14 parks

3 swimming pools

2 recreation centers

1 community building

332 acres

\$2.5M spent on Park Master Plans

\$800,000 spent on park maintenance

\$391,841 in revenue from programs and facility rentals

[www.BrookhavenGA.gov/parksrec](http://www.BrookhavenGA.gov/parksrec)

## A year of groundbreakings



Groundbreaking for Murphey Candler Park improvements  
September 2017



Groundbreaking for Georgian Hills Park improvements  
September 2017

The Parks and Recreation Department played a vital role in Brookhaven's Year of Progress. The City Council's adoption of the parks' master plans led the way for groundbreakings for major park projects in 2017.

Arguably the most notable ground-breaking event was actually a demolition. Following a land swap with DeKalb Schools, the City demolished the old Georgia Vital Records office to make way for a brand new Skyland Park that will include the City's first sand volleyball courts, two dog parks, and solar charging stations.

That event was followed by groundbreakings at both Georgian Hills Park and Murphey Candler Park. Improvements at those parks include open spaces and walking trails. The park plans are being implemented following extensive public input.



# Parks & Recreation



In the spirit of community-building, the Parks and Recreation Department hosts a number of special events in the City's parks throughout the year, including:



Food Trucks



Paint the Park



MLK Day Celebration



Touch a Truck



It Starts in the Park 5K



Easter Egg Scramble



Bark in the Park



Light Up Brookhaven



Demolition event for Skyland Park, July 2017

## HIGHLIGHTS IN 2017

- Murphey Candler Lake bank stabilized as part of lake restoration
- Clack's Corner Park renovations completed
- Osborne Park master plan completed
- Ashford Park tricycle track built
- Free public piano from Play Me Again Pianos makes its home at Ashford Park
- City Council adopts policy for community gardens
- New shade structures and water features installed at Brookhaven pools
- Replaced Valvedere pedestrian bridge



# Public Works

The Public Works Department provides management oversight, maintenance, operation and capital improvements to the City's streets, sidewalks, stormwater systems, traffic signals, roadway signs, and rights-of-way. Activities within the Department include roadway and sidewalk repair, roadway landscape maintenance and tree removal, street paving, sidewalk construction, traffic calming coordination and implementation, transportation and stormwater development plan review, snow and ice removal, and emergency downed tree and debris removal.

[www.BrookhavenGA.gov/  
publicworks](http://www.BrookhavenGA.gov/publicworks)

## BY THE NUMBERS IN 2017

**4,810**  
feet of sidewalks

**17.1**  
lane miles of  
paving  
(6.8% of  
City roads)

**59** roads  
repaved

**3** major  
drainage  
capital  
improvement  
projects

**100%**  
stormwater  
inlets inspected  
(5-year process)

## Making history in 2017

The Public Works Department was instrumental in the City of Brookhaven's history-making year in 2017.

Following the hiring of Public Works Director Hari Karikaran, who comes to the City with decades of capital construction and maintenance experience, the department kicked into high gear.

In April, the City Council approved a \$4.72 million contract for road paving, the most aggressive in City history.

The Department also aided the City in its vision of adding to transportation options and connectivity by installing **4,810** feet of sidewalks.

Maintenance of infrastructure inherited from DeKalb County was also a priority with the completion of three major drainage improvement projects.





## HIGHLIGHTS IN 2017



### Sidewalks and more sidewalks

Walking along E. Roxboro Road got easier and safer when Brookhaven's Public Works Department finished an 800-foot section of sidewalk on E. Roxboro near Goodwin Drive, which provided connectivity to two other sidewalks. The \$174,000 project included a granite platform, handrails, and corrected drainage issues at the site. Council Member Joe Gebbia (left) said this had been one of the top priorities along E. Roxboro Road. "This is a high traffic area and there have been a number of issues to consider in terms of safety, drainage, ADA access, and aesthetic quality. Now that everything's done, it's safe to say this is a vast improvement benefiting all our residents in the Pine Hills and Devereaux Commons neighborhoods." Sidewalks were also completed on Woodrow Way, Lanier Drive, Dresden Drive, and Coosawattee Drive.

### Paving program exceeds expectations

Brookhaven's record-breaking paving season got even better in the last quarter of 2017 when savings from the paving contract earlier in the year allowed 1.5 lane miles on eight streets to be moved up from the next year's paving schedule. "We were able to realize significant savings by working closely with the winning contractor, C. W. Matthews, to implement a strategic paving schedule that included many road projects simultaneously," said Public Works Director Hari Karikaran. "Close monitoring of the schedule and the work product, coupled with great performance from C. W. Matthews, helped keep costs low."

### Thousands of feet of pipes

The Public Works Department wrapped up its first major drainage improvement project (right), installing 1,220 linear feet of 30" and 24" reinforced concrete pipe; 1,200 linear feet of curbs and gutter; several inlets, and associated paving on Osborne Road. The Department also programmed a new storm drain system that will address the runoff and flooding issues affecting South Bamby Lane, Carlton Place, Skyland Drive, and parts of Dresden Drive.



### Ashford Dunwoody Road corridor improvements

The Public Works Department completed, and in April 2017 the City Council adopted, the Ashford Dunwoody Road Corridor Study, one of the major studies called for in the Comprehensive Transportation Plan. The Department began implementation of several short-term projects from the study.



# Community Development

Community Development performs five essential services for the City: Planning & Zoning, Building Inspections, Land Development, Code Enforcement, and Fire Marshal. The Planning Commission, Zoning Board of Appeals, and Construction Board of Appeals operate under the purview of and with staff support from the Department. Primary functions related to land use petition analysis, code enforcement, development permit processing/review, and building/life safety inspections of residential and commercial structures are administered by the Department.

## BY THE NUMBERS IN 2017\*

\*annual average

**1,000**  
building plan reviews

**4,200**  
building permits issued

**75**  
land disturbance permit reviews

**3,300**  
land development inspections

[www.BrookhavenGA.gov/commdev](http://www.BrookhavenGA.gov/commdev)

**150**  
planning & zoning applications

**11,000**  
building inspections

**23**  
land disturbance permits issued

**7,300**  
code enforcement inspections

## Building blocks & benchmarks

The efforts of the Community Development Department encompassed a lot in the development and improvement of Brookhaven in 2017. The Department places a top priority on high-impact clients, and conducted permitting and inspections that allowed world-class organizations like the Atlanta Hawks, Emory Healthcare and Children's Healthcare of Atlanta to make their home right here in Brookhaven. 2017 was also the year that Community Development kicked off the Peachtree Overlay District and Zoning Ordinance rewrites to develop regulations that reflect the unique character of Brookhaven.





## HIGHLIGHTS IN 2017

### Brookhaven wraps up Tree Month with review of Tree Fund

The City of Brookhaven capped February 2017 as Tree Month with a report of the City's Tree Fund account. The fund's balance was more than \$21,000 for the purchase, installation, and maintenance of trees in parks, rights-of-way, and other City property, as well as the promotion of an urban forest. Brookhaven began its celebration of Tree Month a little earlier in the year with the approval



of an intergovernmental agreement to purchase and preserve 33-acres of greenspace at PDK airport. Additionally, 40 volunteers joined the City of Brookhaven and Trees Atlanta to conduct an Arbor Day Tree planting in Georgian Hills Park (above). Some 40 trees, including maples, dogwoods, beeches, and cypresses were planted. At a separate event, dozens of volunteers with the Murphey Candler Park Conservancy planted more than 200 trees at that location. These endeavors followed a presentation to the City Council that revealed a 1.9 percent increase in the City's tree canopy over five years.

### Department levies largest code enforcement fine in City's history

Brookhaven collected its largest code enforcement fine in the City's history in August 2017: \$10,000 from an apartment management company. "The living conditions at some of the apartment complexes in Brookhaven are so deplorable that they are immoral," said City Manager Christian Sigman. "No one should have to live this way, especially not Brookhaven residents. We will continue to enforce our codes and hold property owners accountable until these conditions at least meet a minimum legal standard."

### Brookhaven's Affordable Housing Task Force presents findings

The City of Brookhaven's Affordable Housing Task Force delivered its recommendations to City Council in July 2017. The task force was formed by the City in September 2016 as a result of community input. The 13-member task force was comprised of a diverse group of clergy, housing and outreach specialists, and residents. After meeting over the course of eight months and hearing from multiple community, regional, and national experts to fully understand the complex issue of affordable housing, the group prepared a report analyzing the issue and exploring solutions and opportunities. David Schaefer, task force chairman and Director of Advocacy at the Latin American Association, delivered the report, which pointed out core issues such as rising rents and low inventory of affordable "starter homes." City staff is currently exploring ways to implement the Task Force findings.



# Police

The Brookhaven Police Department provides services that contribute to the preservation of life, the protection of property, and the safety of the community. These efforts are provided through proactive community policing in enhancing the quality of life for those within our community by providing professional, high quality, and effective police services in partnership with the community.

## BY THE NUMBERS IN 2017

1,871  
arrests

82  
search warrants

74  
officers

921  
hours of firearms  
training

[www.BrookhavenGA.gov/  
police](http://www.BrookhavenGA.gov/police)

2  
police dogs

40,762  
calls for service

172  
hours of use-of-  
force training

8,757  
citations  
issued

3,887  
warnings  
issued

## Here to serve

The Brookhaven Police Department continued to be a point of pride for the City in 2017.

In addition to keeping Brookhaven a safe city - in fact, it was ranked as the 10th safest in Georgia and the safest in DeKalb by SafeHome - the Department excelled in additional areas.

It continued to launch new police initiatives, establish community partnerships and connections, and implement cutting-edge technologies.

Pictured here, the Brookhaven Honor Guard made its debut in September by escorting and raising a new flag at Brookhaven Police Headquarters on Buford Highway.





## HIGHLIGHTS IN 2017

### Brookhaven officer is a 'Hero'

The Brookhaven Police Department's Officer Carlos Nino (right) won the Community Hero award from Telemundo Atlanta and earlier in the year accepted the Positive Policing award from ASIS International.



### Safe disposal program

The Brookhaven Police Department collected 23 pounds of unused or expired medication in just the first 30 days of its new Safe Medication Disposal program in partnership with CVS.



### SWAT training at Skyland

Brookhaven Police and SWAT personnel participated in a training exercise on Skyland Drive before the Georgia Department of Vital Records building was demolished to make way for the City's new Skyland Park. The BPD has five officers assigned to North Metro SWAT, a special weapons and tactical unit consisting of officers from Brookhaven, Sandy Springs, Johns Creek, and Dunwoody. In 2017, North Metro SWAT responded to three calls for service.

### Hot Pursuit a success

The BPD's annual Hot Pursuit 5K was a Glow Run for the first time, raising \$28,300 for the Department's annual "Shop with a Badge" program. Below, Police Chief Gary Yandura is pictured with a Glow Run winner.



### Police Academy graduates

In 2017, the Department's Citizens Police Academy and Hispanic Citizens Police Academy (left) graduated a total of 30 participants from the program that educates the public on police divisions, functions, management, and operations.



# Municipal Court

The Municipal Court adjudicates cases arising out of violations of traffic laws, local ordinances, and certain State misdemeanors that occur within the City limits. It is the Court's mission to provide efficient and fair resolution of all matters coming before it and to ensure that all have easy access to the Court.

[www.BrookhavenGA.gov/court](http://www.BrookhavenGA.gov/court)

Judicial staffing is two part-time Judges, appointed by the City Council. Prosecutorial services are provided by the City Solicitor, who is appointed by the City Attorney.

## BY THE NUMBERS IN 2017

### 2017 Municipal Court Statistics

|                                 | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Case Filings                    | 321 | 452 | 450 | 408 | 404 | 461 | 565 | 485 | 346 | 370 | 436 | 329 |
| Number of Court Dockets         | 8   | 9   | 10  | 8   | 9   | 8   | 10  | 10  | 8   | 9   | 9   | 7   |
| Number of Defendants on dockets | 322 | 344 | 384 | 315 | 367 | 349 | 352 | 443 | 315 | 378 | 378 | 284 |
| Number of Cases on Dockets      | 539 | 498 | 566 | 480 | 557 | 575 | 536 | 675 | 507 | 585 | 592 | 449 |

**1 Clerk of Court**  
(Shirley Archer - right)

**5 Part-time  
Deputy Clerks**



**\$1.35M**

collected in fines and forfeitures

### Top 12 Violations in 2017

|                                  |     |
|----------------------------------|-----|
| Too Fast for Conditions          | 573 |
| Speeding                         | 505 |
| Expired Registration             | 474 |
| Disobey a Traffic Control Device | 323 |
| Following too Close              | 287 |
| Driving Without a Valid License  | 254 |
| Crossing Roadway: "Jaywalking"   | 196 |
| Failure to Stop for Stop Sign    | 190 |
| Failure to Appear                | 186 |
| Fail to Yield Turning Left       | 119 |
| Fail to Maintain Lane            | 114 |
| Parking Violation                | 113 |



### Two judges

Chief Judge Laura Stevenson and Judge Pro Tem Jonathan R. Granade were sworn in as the City's first Municipal Court Judges in 2013 and remain in those roles today.



# Emergency Management



In 2017, the City created an Emergency Management office that is working to better prepare the City to respond to emergencies and disasters as well as inform residents and businesses about emergency readiness and extreme weather planning. The Emergency Management Coordinator was responsible for ensuring that 15 key staff members were trained in FEMA's National Incident Management System [NIMS], a response framework that allows governments and non-governmental entities to work together during and after emergencies.

[www.BrookhavenGA.gov/emergencyman](http://www.BrookhavenGA.gov/emergencyman)

## HIGHLIGHTS IN 2017

### Brookhaven's first EOC put to the test

When Hurricane Irma approached Brookhaven in September 2017, the City accomplished another first: mobilizing its first Emergency Operations Center (EOC). "We had most of our staff in 24-hour mode, either at work or on-call, throughout the duration of this event. The EOC was able to function and succeed even though City Hall was in a blackout like most of the rest of the City," said Brookhaven Mayor John Ernst. Over the course of 27 hours, Brookhaven responded to



209 separate incidents ranging from downed trees and blocked roads to traffic signal outages. The City also sent out real-time alerts to residents notifying them of road closures and other hazards.



### Murphey Candler preparations

Murphey Candler lake was the site of emergency response planning for the dam (left) and diver training (above) for DeKalb County Fire Rescue in 2017.



# Finance

The mission of the Finance Department is to provide accounting and financial support to City departments, City management, and the Mayor and City Council to optimize their efficiency and effectiveness in carrying out the overall goals and objectives of the City. Safeguarding the City's assets include preparing and administering the annual and capital budgets, servicing any outstanding City debt, procuring services, supplies and equipment for City departments, revenue collection, accounting, financial reporting, accounts payable, payroll, and debt administration.

## BY THE NUMBERS IN 2017

**2.74**

millage rate  
(lowest in  
DeKalb)

**\$37M**

balanced  
budget

Reserves of

**33%**

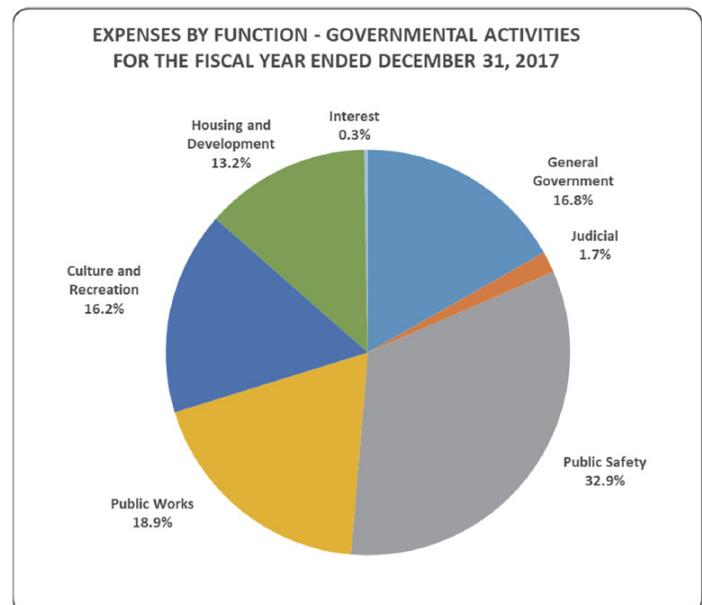
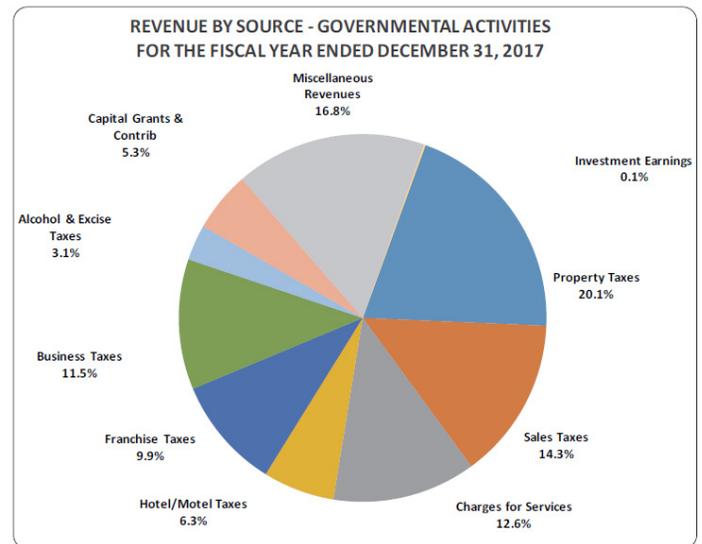
of FY2018  
expenditures

[www.BrookhavenGA.gov/finance](http://www.BrookhavenGA.gov/finance)

### Millage Rate Comparison by City

| City              | Millage Rate | Population    | Property Tax per Resident |
|-------------------|--------------|---------------|---------------------------|
| <b>Brookhaven</b> | <b>2.740</b> | <b>52,444</b> | <b>\$158</b>              |
| Dunwoody          | 2.740        | 48,884        | \$155                     |
| Sandy Springs     | 4.731        | 105,703       | \$317                     |
| Chamblee          | 6.400        | 28,306        | \$281                     |
| Doraville         | 8.951        | 10,501        | \$516                     |
| Smyrna            | 8.990        | 56,664        | \$359                     |
| Avondale Estates  | 9.957        | 3,360         | \$612                     |
| Lithonia          | 14.074       | 2,055         | \$203                     |
| Clarkston         | 15.890       | 12,742        | \$204                     |
| Pine Lake         | 22.200       | 786           | \$616                     |
| Stone Mountain    | 22.270       | 6,328         | \$311                     |
| Decatur **        | 32.150       | 22,813        | \$1,798                   |

\*\*The City of Decatur is a full-service city that includes a school system and all other municipal functions



The City's first Audit Committee consists of Tim Tripp, Mike Harreld, Susan Nichols, and Norman McKay. Its purpose is to oversee and assess the management of the financial auditor function.



City of Brookhaven, Georgia's Change in Net Position

|                                  | Governmental Activities |                      | Business-type Activities |                     | Total Primary Government |                      |
|----------------------------------|-------------------------|----------------------|--------------------------|---------------------|--------------------------|----------------------|
|                                  | 2017                    | 2016                 | 2017                     | 2016                | 2017                     | 2016                 |
| <b>Revenues</b>                  |                         |                      |                          |                     |                          |                      |
| Program revenues:                |                         |                      |                          |                     |                          |                      |
| Charges for services             | \$ 5,921,195            | \$ 6,867,248         | \$ 1,988,504             | \$ 1,581,760        | \$ 7,909,699             | \$ 8,449,008         |
| Capital grants & contributions   | 2,492,933               | 326,032              | -                        | -                   | 2,492,933                | 326,032              |
| General revenues:                |                         |                      |                          |                     |                          |                      |
| Property taxes                   | 9,454,749               | 7,684,986            | -                        | -                   | 9,454,749                | 7,684,986            |
| Sales taxes                      | 6,691,614               | 6,911,336            | -                        | -                   | 6,691,614                | 6,911,336            |
| Hotel/Motel tax                  | 2,948,420               | 1,950,677            | -                        | -                   | 2,948,420                | 1,950,677            |
| Franchise taxes                  | 4,630,027               | 4,111,311            | -                        | -                   | 4,630,027                | 4,111,311            |
| Business tax                     | 5,367,889               | 5,008,501            | -                        | -                   | 5,367,889                | 5,008,501            |
| Alcohol and excise taxes         | 1,468,069               | 1,396,966            | -                        | -                   | 1,468,069                | 1,396,966            |
| Unrestricted                     |                         |                      |                          |                     |                          |                      |
| Investment earnings              | 43,259                  | 9,677                | -                        | -                   | 43,259                   | 9,677                |
| Miscellaneous                    | 424,329                 | 403,235              | -                        | -                   | 424,329                  | 403,235              |
| Gain on sale of capital assets   | 7,429,465               | -                    | -                        | -                   | 7,429,465                | -                    |
| Capital contributions            | -                       | -                    | -                        | 251,800             | -                        | 251,800              |
| <b>Total revenues</b>            | <b>46,871,949</b>       | <b>34,669,969</b>    | <b>1,988,504</b>         | <b>1,833,560</b>    | <b>48,860,453</b>        | <b>36,503,529</b>    |
| <b>Expenses:</b>                 |                         |                      |                          |                     |                          |                      |
| General government               | 5,896,748               | 5,101,706            | -                        | -                   | 5,896,748                | 5,101,706            |
| Judicial                         | 580,297                 | 584,753              | -                        | -                   | 580,297                  | 584,753              |
| Public safety                    | 11,552,258              | 10,595,386           | -                        | -                   | 11,552,258               | 10,595,386           |
| Public works                     | 6,628,883               | 4,295,145            | -                        | -                   | 6,628,883                | 4,295,145            |
| Housing and development          | 4,644,383               | 3,736,194            | -                        | -                   | 4,644,383                | 3,736,194            |
| Culture and recreation           | 5,695,736               | 4,423,411            | -                        | -                   | 5,695,736                | 4,423,411            |
| Community development            | -                       | 146,983              | -                        | -                   | -                        | 146,983              |
| Interest on long-term debt       | 95,950                  | 28,226               | -                        | -                   | 95,950                   | 28,226               |
| Stormwater                       | -                       | -                    | 1,853,950                | 1,488,786           | 1,853,950                | 1,488,786            |
| <b>Total expenses</b>            | <b>35,094,255</b>       | <b>28,911,804</b>    | <b>1,853,950</b>         | <b>1,488,786</b>    | <b>36,948,205</b>        | <b>30,400,590</b>    |
| Transfers                        | 40,000                  | -                    | (40,000)                 | -                   | -                        | -                    |
| Changes in net position          | 11,817,694              | 5,758,165            | 94,554                   | 344,774             | 11,912,248               | 6,102,939            |
| Net position, beginning of year  | 88,750,843              | 80,992,678           | 9,010,860                | 8,666,086           | 95,761,703               | 89,658,764           |
| <b>Net position, end of year</b> | <b>\$ 98,568,537</b>    | <b>\$ 88,750,843</b> | <b>\$ 9,105,414</b>      | <b>\$ 9,010,860</b> | <b>\$ 107,673,951</b>    | <b>\$ 95,761,703</b> |

[www.BrookhavenGA.gov/finance/page/comprehensive-annual-financial-reports](http://www.BrookhavenGA.gov/finance/page/comprehensive-annual-financial-reports)

## HIGHLIGHTS IN 2017

### Clean opinion

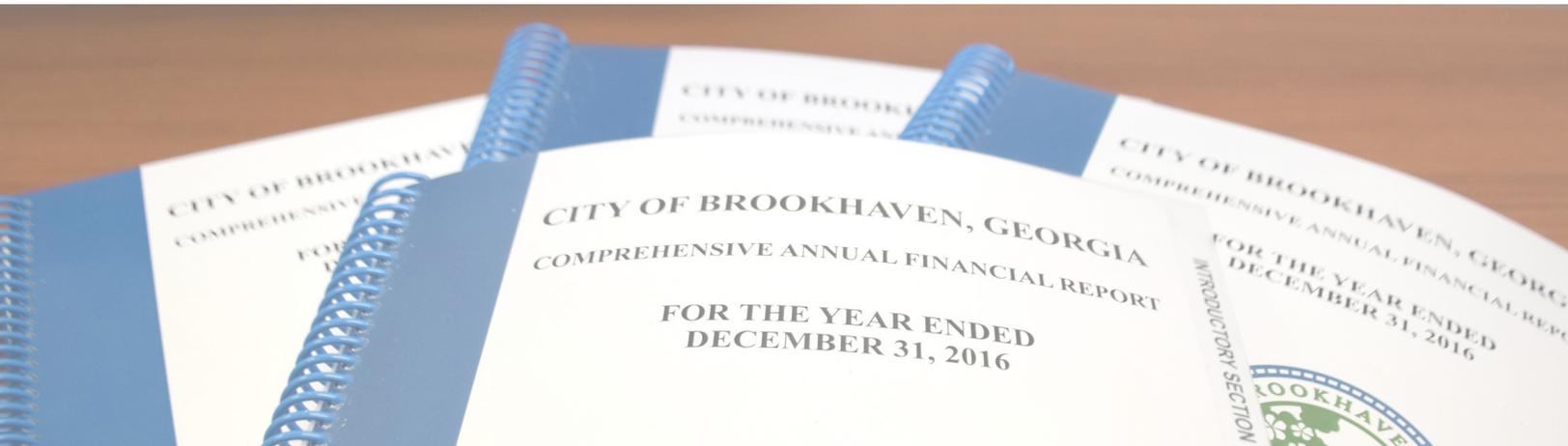
Brookhaven's financial records are in good shape, and an adequate budgetary reserve was met for the first time in the City's history, an external independent auditor announced in 2017.

### Budget passes unanimously

At the end of 2017, the Brookhaven City Council unanimously approved its FY 2018 budget in the amount of \$40.7 million across all funds.

### City wins financial reporting award

For the second consecutive year, in December 2017 the City was awarded the Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report (CAFR) for 2016 (pictured below).



# Economic Development

The City of Brookhaven's Department of Economic Development serves as the liaison between the City, the business community, and State and County leaders to facilitate the creation of investment within Brookhaven City limits through the creation of quality jobs and the development of high priority sites. This is done through business recruitment efforts, supporting and encouraging the expansion and retention of existing businesses, creating an environment that encourages the success of small businesses, and attracting new quality development.

[www.SelectBrookhaven.com](http://www.SelectBrookhaven.com)

## HIGHLIGHTS IN 2017

### Economic Development Department created

The City of Brookhaven hired its first Economic Development/Development Authority Director in April 2017.

Since that time, the Department has managed to raise Brookhaven's profile in various initiatives such as trade show and marketing trips with regional partners, drafting of a strategic plan and incentives policy, joining and having a presence in various organizations aimed at Economic Development professionals, and establishing a web presence.

The Department aims to continue these initiatives in the years to come, while increasing the City's visibility to companies, brokers, and site se-



lectors looking for a place to relocate. Above, Economic Development Director Shirlynn Brownell is pictured participating in an economic development forum with neighboring cities.

### World-class companies choose Brookhaven

Some quality companies made Brookhaven their home in 2017. The year started with Children's Healthcare of Atlanta breaking ground on the Center for Advanced Pediatrics in the I85/North Druid Hills corridor, creating a grand southern gateway for the City.

With 457 physicians and employees and more than 100,000 anticipated patient visits in the first year, the Center for Advanced Pediatrics will bring jobs, patients, and spending to Brookhaven. It joins the Emory Sports Medicine Center, the official home of the Atlanta Hawks training facility, in that part of Brookhaven.



Among some other companies moving into Brookhaven, Sysnet moved to the north side of town in March. The company, headquartered in Ireland, brought a call center to the Perimeter Summit Class A office space, along with 500 jobs. Above, Mayor John Ernst is pictured at the Sysnet ribbon-cutting.



# Fund Development



Fund Development reaches across all Brookhaven operational departments, and as a practice looks for areas of opportunity to leverage city dollars or accelerate a project by bringing in additional funds.

## HIGHLIGHTS IN 2017

Public Works projects saw considerable success in 2017. Brookhaven qualified three new projects for adoption into the Atlanta Regional Transportation Improvement Plan, securing over \$3.7 million in federal funding.

**\$3.7 million**

Additionally, the City will have financial assistance this year to offset the cost of Intelligent Traffic Signals on Ashford Dunwoody Road from Perimeter Summit to Peachtree Road, allowing for the City's investment of just over \$400,000 to deliver a \$1.8 million system.

**\$1.8 million**

State aid awarded in 2017 to offset 2018 paving and safety improvements exceeded \$480,000.

**\$480,000**

The City was also awarded \$100,000 from the Georgia Department of Natural Resources toward installation of a nature trail at Briarwood Park, and \$150,000 toward improvements to the eroded streambank at the ball fields in Murphy Candler Park.

**\$100,000**

**\$150,000**

The application to DeKalb County for Community Development Block Grant funds to replace the restrooms at the Lynwood Park Recreation Center received \$75,000 in funding. All projects are set to begin in 2018.

**\$75,000**

Fund Development also supports the Brookhaven Police Department in their management of grant funds. In 2017, the Department was responsible for approximately \$550,000 in federal aid that offset the cost of outfitting the Department with Bullet Proof Vests; funded a sworn officer for the Pedestrian Safety Initiative; and supported a U.S. Department of Justice Project Safe Neighborhoods multi-jurisdictional task force.

**\$550,000**



# City Clerk

The City Clerk's Office is responsible for agenda management and recording of the Council's official actions. The City Clerk's Office also maintains contracts, Brookhaven Code of Ordinances, resolutions and proclamations, and coordinates the records management and retention program for the City of Brookhaven. The City Clerk is the designated open records officer and helps to ensure that all open records requests are processed in accordance to the Open Records Act. The City Clerk is the filing officer for the Georgia Campaign Contribution Disclosure Report and the Personal Financial Disclosure Statement along with acting as qualifying officer for the City of Brookhaven candidates for elected office. The City Clerk coordinates all elections with DeKalb County Voter Registration and Elections.

[www.BrookhavenGA.gov/cityclerk](http://www.BrookhavenGA.gov/cityclerk)

## BY THE NUMBERS IN 2017

35 ordinances approved

36 resolutions approved

6 proclamations composed

356 open records requests

68 meeting minutes compiled

## HIGHLIGHTS IN 2017

### City launches new web portal for open records requests

The public has an easy way to request open records from Brookhaven, thanks to the City Clerk's office launching "JustFOIA."

"Members of the public can now request open records at their convenience with a computer, smart phone, or tablet 24 hours a day, seven days a week," said City Clerk Susan Hiott.

The City Clerk's office worked diligently on the project for seven months in order to improve Brookhaven's transparency and ease of accessibility in obtaining government records.



### Council honors City Clerks during national recognition

Brookhaven Mayor John Ernst and the City Council honored City Clerk Susan Hiott and Deputy Clerk Sandra Bryant in May 2017 during National City Clerks Week.

"Susan and Sandra have a tremendous responsibility in keeping official records for the City," said Mayor Ernst. "They do their jobs well, and always represent Brookhaven with the utmost professionalism."

**Request for Public Records**

4362 Peachtree Rd - Brookhaven, GA 30319  
Phone: (404) 637-0464

Name of Requestor  Phone  Email   
This field is required. This field is required. This field is required.

Address  City  State  Zip   
This field is required. This field is required. This field is required. This field is required.

Pursuant to O.C.G.A. §50-18-70 et seq., I am formally requesting to inspect certain public records. (Pursuant to Chapter 2, Section 3.2, certain records of the City of Brookhaven Police Department and the City of Brookhaven Municipal Court shall be made available to the requester.)



# Communications



The Communications Department manages the City's citizen engagement and reputation by fostering open lines of communications with the public and the media. That goal is achieved by efficiently responding to media and resident requests; handling emergency communications; managing advertising initiatives, social media, and other activities.

[www.BrookhavenGA.gov/communications](http://www.BrookhavenGA.gov/communications)

## BY THE NUMBERS IN 2017

251 press releases

831 Tweets

3,290 Twitter followers

5,344 Facebook likes

828 Brookhaven Connect users

## HIGHLIGHTS IN 2017

### Department expansion

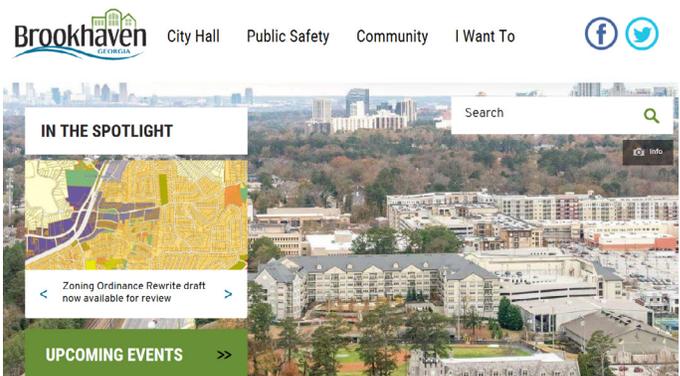
The Communications Department was reorganized and expanded in 2017 per the recommendations presented in January 2017 with the following additions:

- Communications Director (existing position in the Office of the City Manager)
- Management Policy Analyst (existing position in the Office of the City Manager)
- A Public Engagement Specialist (new position)



### Statue unveiling

The Communications Department organized the unveiling of the Young Girls Statue for Peace, an event which drew international media attention. The public unveiling was part of Brookhaven's ongoing commitment to raise educational awareness of the global tragedy of the human sex trade.



### New website

The Communications Department initiated and implemented a new City website redesign to improve customer service and transparency by making the site easier for citizens to navigate.



### Historic announcement

The Department orchestrated the announcement of the historic Community Investment Agreement with Children's Healthcare of Atlanta in which Children's committed \$60 million in infrastructure upgrades to the area around its \$1.5 billion campus.



# Information Technology

The IT Department oversees all computer hardware, software, network, and mobile devices for the City. The Department maintains all applications used internally and provides the technology infrastructure for departments to be effective. The Department also sets standards for computer use and consults with departments to determine the most cost effective technology. The Department manages all major systems except 911. The Geographic Information Systems (GIS) Department is also overseen by the Information Technology Director. The GIS team supports multiple City departments by producing maps and analysis that track City assets like parks and streets, and identify local topography and current land use.

[www.BrookhavenGA.gov/itgis](http://www.BrookhavenGA.gov/itgis)

## BY THE NUMBERS IN 2017

**2,165**  
help desk  
tickets

**2,142**  
permits  
and plans  
scanned

**115**  
Operation Plugged In (residential  
and commercial security cameras)  
registered

**73**  
body cameras  
installed

## HIGHLIGHTS IN 2017

### On the cutting edge

The IT Department in 2017 continued its mission of ensuring the City is outfitted with the latest technology by:

- Consolidating the City's permitting system
- Conducting a network security audit
- Scanning permit plans and documents for a digital repository
- Conducting annual technology refresh for laptops, desktops, and servers
- Implementing Police Department body cameras and replacing vehicle cameras



### Brookhaven's GIS system optimized for public use

In 2017, the IT Department worked to | optimize the City's GIS system for public use.

A GIS system is a tool that allows users to review and analyze a variety of geographic data ranging from property size and assessed value to flood plain locations, the locations of traffic lights, and much more. The uses for this system are endless and have widespread applicability: developers can utilize zoning information for project development, topographic contour data for engineering purposes, or a private citizen who wants to know where their right-of-way is.

# Human Resources



The Human Resources Department provides seven essential services for the effective operation and management of the City government including: recruiting and staffing; human resource information systems; employee relations; health and safety; risk management; employee benefits; and employee retirement accounts.

[www.BrookhavenGA.gov/hr](http://www.BrookhavenGA.gov/hr)

## BY THE NUMBERS IN 2017

168  
applicants  
interviewed

60  
employees  
hired

98  
background  
checks

270  
hours of  
customer  
service training

28  
customer service  
tips of the week

## HIGHLIGHTS IN 2017



### The customer is #1

In 2017, the City of Brookhaven's Human Resources and Risk Management Department required all employees undergo mandatory and interactive customer service training (above, left). Topics covered included the importance of customer service, improving communications skills, always being prepared to serve, expressing empathy, and improving work skills and knowledge.

The Department also:

- Focused on developing a recruitment strategy to identify top candidates for the Police Department

(above, right)

- Completed annual motor vehicle driver certifications to ensure only safe drivers operate City vehicles
- Updated the accident review process
- Established a safety committee
- Added random drug testing for employees working in safety-sensitive positions
- Transitioned its HR/payroll/timekeeping system to a new vendor to streamline operations and allow for applicants to apply for jobs online.



# Tourism

The City's Tourism function strengthens the positive awareness of the City as a tourism destination and stimulates economic development and growth for the community. This includes driving demand for Brookhaven area products in the cultural, recreation, entertainment, and travel marketplaces to create jobs; stimulate fresh revenue streams for locally-owned businesses, and help fuel increases in tax revenue which are invested back into improving our neighborhoods, parks, city infrastructure, and programs for our children. In 2016, the tourism promotion function was transitioned to Discover DeKalb. A Brookhaven Convention and Visitor's Bureau was activated in early 2018. Discover DeKalb's promotional efforts for Brookhaven in 2017 included, but were not limited to, the projects below:

[www.BrookhavenGA.gov/tourism](http://www.BrookhavenGA.gov/tourism)

## BY THE NUMBERS IN 2017

15  
billboards

6,707  
hotel room  
nights booked

57  
Facebook posts

14  
print ads

# Cherry Blossom Festival

[www.BrookhavenGA.gov/festival](http://www.BrookhavenGA.gov/festival)

Brookhaven Cherry Blossom Festival marks another successful year

The City held its marquee event, the third annual Brookhaven Cherry Blossom Festival, in 2017. That year's event drew an estimated crowd of 15,000 to the Blackburn Park.

The event got started on Saturday morning with the annual Cherry Blossom 5K and 1 mile Fun Run. A total of 223 runners that came out that morning participated in the event. The event also included a record number of arts and crafts vendors (43), a Classic Car Show with 35 entries, a children's area filled with games and inflatables, and an area for pet owners to bring their dogs and participate in various activities.

In addition to the great food and activities that the 2017 festival offered, 11 musical acts performed during the festival, highlighted by the performance from Ed Roland & The Sweet Tea Project.

The success of the first three years laid the groundwork for an even bigger and better festival



in 2018. This year the artists market was managed by Splash Festivals, who brought in 100 vendors. The City worked with Live Nation to secure the musical acts, which included national headliners Edwin McCain and Five For Fighting.



# Peachtree Creek Greenway



The Peachtree Creek Greenway is the City's section of the larger proposed 12.3-mile North Fork Peachtree Creek Trail that is envisioned to link to the wider Atlanta trail system. The Peachtree Creek Greenway is to be "active and passive, featuring a paved trail for bicycling, walking, running with separate soft trails; easily accessible to all; a means for land conservation and improving environmental quality; and connected to other regional trails. The greenway will provide residents with close-to-home and close-to-work access to bicycle and pedestrian trails, serve transportation and recreation needs, and help encourage quality of life and sustainable economic growth. The City will break ground on the Greenway in 2018.

[www.BrookhavenGA.gov/pcg](http://www.BrookhavenGA.gov/pcg)

## HIGHLIGHTS IN 2017

### Setting a PATH

The Brookhaven City Council unanimously approved in March 2017 a contract with the PATH Foundation to provide design work for the Peachtree Creek Greenway. "This public/non-profit partnership will ensure the best possible outcome of this project," said Mayor John Ernst.



### A bill becomes a law

Governor Nathan Deal signed HB 575 into law in May 2017, which not only aligned Brookhaven's Hotel Motel Tax with other surrounding areas, but also dedicated funding for the Peachtree Creek Greenway (PCG) project.

### Steering the way

Brookhaven Mayor John Ernst appointed members to the Peachtree Creek Steering Committee in June 2017. The Committee was established to provide critical oversight and guidance to the PATH Foundation as it completes engineering studies and prepares final construction documents for Phase I of the Peachtree Creek Greenway. Members include: Betsy Eggers, Nathaniel Coles, Delores Crowell, Kim Gokce, Marc Reich, and Robert Turner.



# 5-Year Celebration

The City of Brookhaven celebrated its fifth anniversary in December 2017 with a celebration at the DoubleTree by Hilton that was open to the public. Elected officials, City founders and long-time staff reminisced about the City's beginnings and looked forward to what's to come. The event was capped by the cutting of a special birthday cake.



**Councilmembers John Park, Bates Mattison and Linley Jones and Mayor John Ernst cut the City's fifth birthday cake.**



**Brookhaven residents join in on the festivities at the City's fifth birthday celebration.**

# Vision & Mission Statement



## Vision

**Brookhaven will be nationally recognized as a beautiful community where multiple generations can live in safety, flourish in business and succeed in a historic, sustainable environment with exceptional education and transportation options.**

## Mission

**In support of the Brookhaven vision, the City government shall: encourage and maintain a beautiful community, meet public safety needs, develop an environment for business success, promote sustainable projects and activities, identify and preserve historic and neighborhood resources, facilitate educational opportunities, and improve transportation conditions, connectivity, and options while listening to and communicating with the public.**

**Brookhaven**  
GEORGIA



