



**TO:** Mayor and City Council  
**FROM:** Christian Sigman, City Manager  
**DATE:** January 11, 2021  
**SUBJECT:** December 2020 Departmental Highlights

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Please find enclosed the **December 2020 Departmental Highlights report**.

Please feel free to contact me should you have any questions.

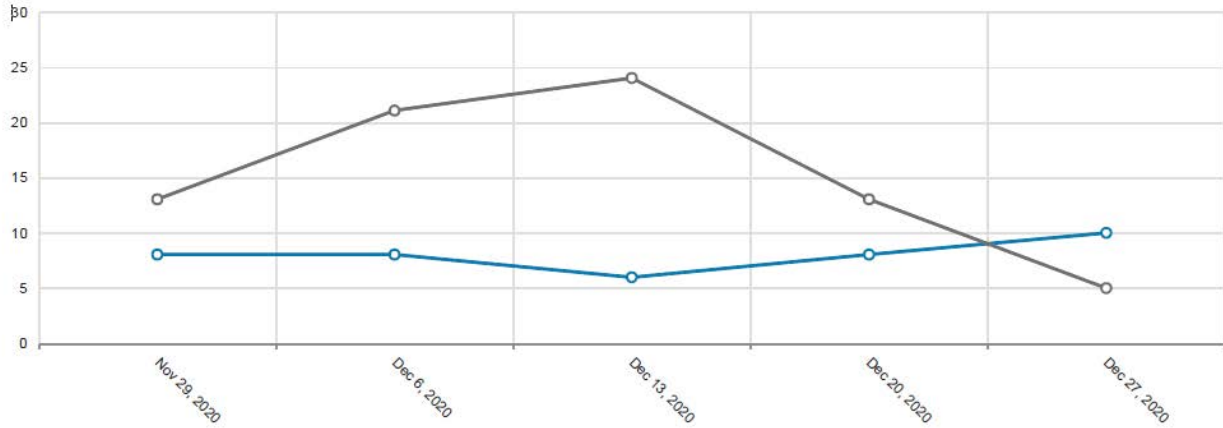
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## Brookhaven Connect Metrics: Monthly of December 2020

**\*Brookhaven Connect is a citizen powered system with requests coming directly from the citizens of Brookhaven. These statistics do not represent the entirety of the work loads assumed by City departments.**

### Open /Close by Day

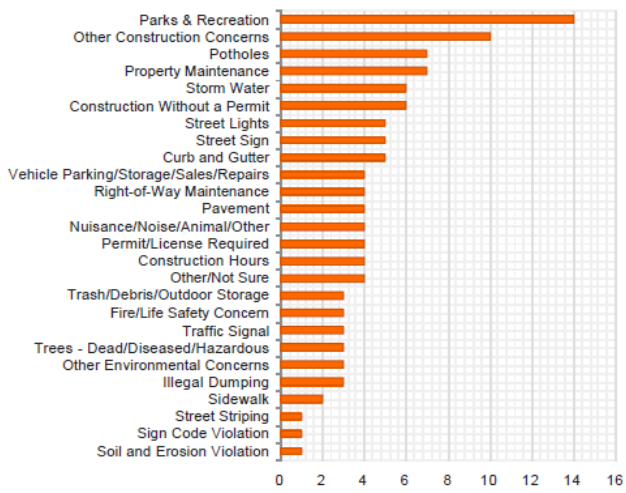


- Of the 116 service requests that were created, 76 have been closed (this includes duplicate requests) with 40 remaining open.
- Total requests that remain open since the beginning of the year is 201, this includes the month of December.
- To date, there are 2,128 registered Brookhaven Connect users; this represents an increase of 426 users since the beginning of the year.

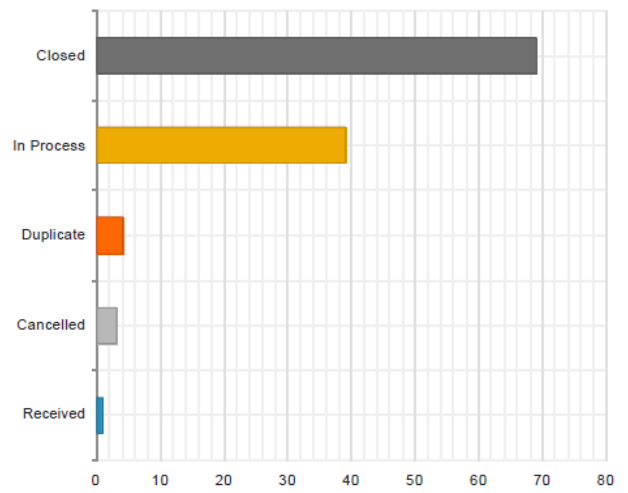
#### Statistics

Total Reports Created	116
Total Reports Open	40
Total Reports Closed	76
Average Reports Created per Day	3.625
Average Reports Closed per Day	2.375
Average Time to Close	5.274 Days
Fastest Closed Request Type	Construction Without a Permit (.004 Days)
Slowest Closed Request Type	Street Sign (25.676 Days)
Most Common Request Type	Parks & Recreation
Least Common Request Type	Sign Code Violation

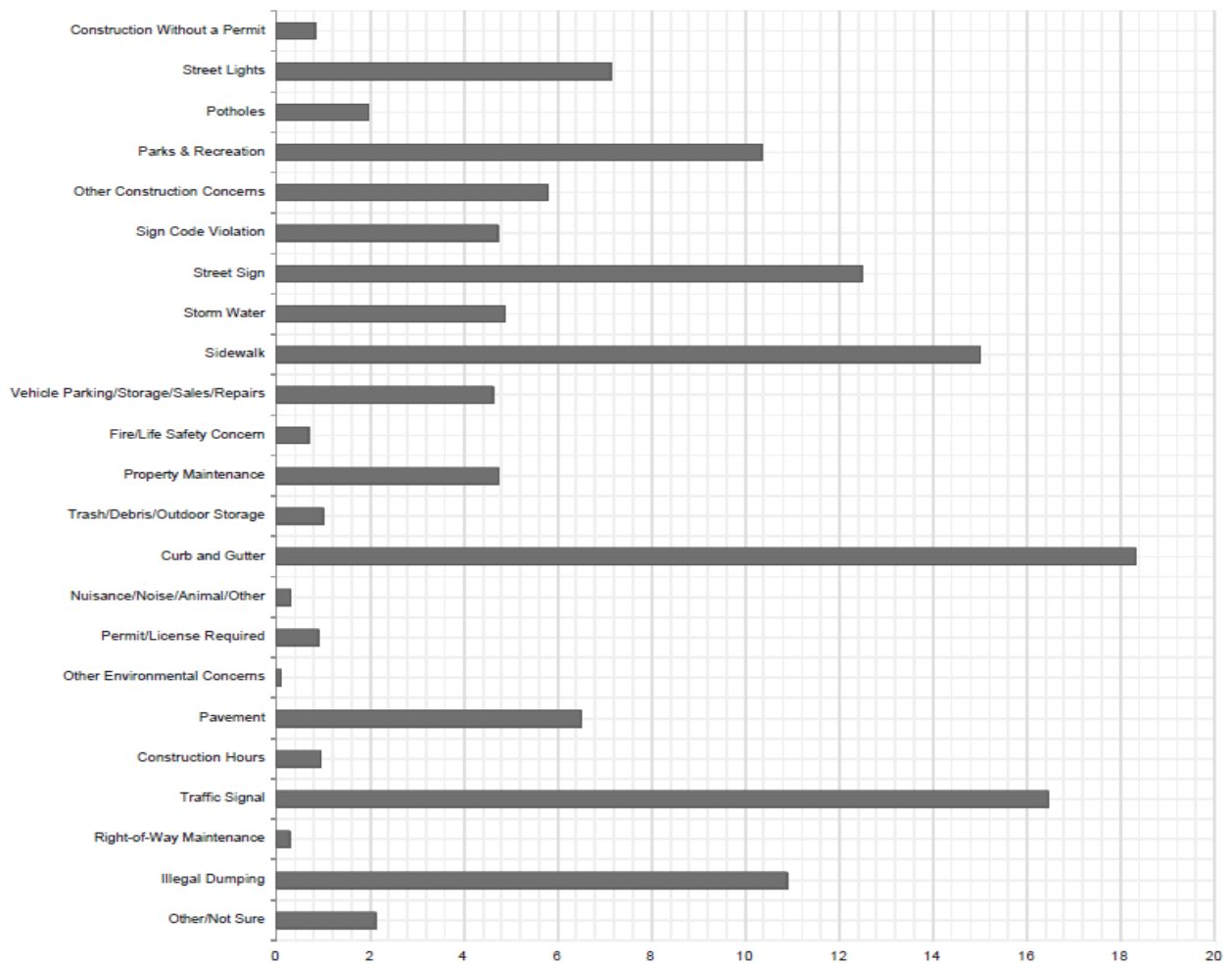
### Request by Type



### Request by Status



### Average Days to Close per Request Type



## Community Development: December 2020

Community Development 2020 Building Permits													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
All	316	409	323	219	225	360	359	304	336	328	337	274	3,790
New Single Family	23	32	32	23	14	27	19	29	10	14	20	9	252
New Multi Family	0	0	0	0	0	0	0	0	0	0	0	0	0

Community Development 2019 Building Permits													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
All	285	299	320	293	238	219	290	323	361	497	304	241	3,670
New Single Family	10	6	10	10	4	10	21	10	46	16	30	27	200
New Multi Family	1	0	1	1	2	0	0	1	0	0	1	0	7

Community Development 2018 Building Permits													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
All	272	304	268	336	309	339	287	289	281	365	283	239	3,572
New Single Family	17	14	6	24	7	30	16	8	5	9	29	14	179
New Multi Family	5	0	0	0	0	1	0	0	0	0	4	3	13

Community Development BOA/Variations Filed in December 2020			
File #	Address	Scope	Hearing Date
VAR20-00057	3150 Lynwood Drive	Reduce rear yard setback and increase impervious coverage.	12/16/20
VAR20-00059	11 Executive Park West	Increase wall sign square footage.	12/16/20
VAR20-00060	2634 North Thompson Road	75 foot stream buffer reduction.	12/16/20
VAR20-00062	1836 Bragg Street	Interior side setback reduction.	12/16/20

VAR20-00064	1708 Barkston Court	Allow a detached garage and reduce 75-foot stream buffer.	12/16/20
VAR20-00065	1140 Standard Drive	Reduce side street setback.	12/16/20

**Community Development BOA/Variances Heard in December 2020**

File #	Address	Scope	Hearing Date	Action
VAR20-00023	2395 Drew Valley Road	Reduce the 75-foot stream buffer	12/16/20	Deferred to 1/20/21
VAR20-00046	2246 Wayside Drive	Reduce rear yard setback and increase the maximum impervious coverage.	12/16/20	Deferred to 1/20/21
VAR20-00054	3230 Osborne Road	Reduce side street, interior side yard, rear yard, garage setback and increase impervious coverage.	12/16/20	Deferred to 1/20/21
VAR20-00057	3150 Lynwood Drive	Reduce rear yard setback and increase maximum impervious coverage.	12/16/20	Approved with Conditions
VAR20-00059	11 Executive Park West	Increase wall sign maximum square footage.	12/16/20	Approved with Conditions
VAR20-00060	2634 North Thompson Road	Reduce the 75-foot stream buffer.	12/16/20	Approved with Conditions
VAR20-00062	1836 Bragg Street	Reduce interior side setback.	12/16/20	Approved with Conditions
VAR20-00064	1708 Barkston Court	Reduce 75-foot stream buffer and allow accessory structure (garage) in front yard.	12/16/20	Approved with Conditions
VAR20-00065	1140 Standard Drive	Reduce side street setback.	12/16/20	Deferred to 1/20/21

**Community Development Rezoning Filed in December 2020**

File #	Address	Scope	PC Hearing Date	CC Hearing Date
LUP20-00011	1230 Kendrick Road	Rezone from RS-100 to RS-50 for a 2-lot subdivision	2/3/21	2/23/21

LUP20-00012	1234 & 1244 Park Vista Drive	Rezone from O-I and RSA-5 to RSA-18 with concurrent variances	2/23/21	2/23/21
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Community Development Rezoning Heard in December 2020						
File #	Address	Scope	PC Hearing Date	PC Rec	CC Hearing Date	CC Rec
TA20-10		Ordinance to Amend Sections 27-67, 27-68, and 27-1336, of the Code of the City of Brookhaven, Related to Average Front Yard Setback	11/4/20	Deferred to 1/6/21	1/26/21	N/A

Code Enforcement Activity December 2020	
Inspections & Follow-ups	1,347
Violations	223
Violations Created Per Day	10
Courtesy Warnings/Placards	54
Residential Citations	0
Commercial Citations	0
Total Street Miles Patrolled	2,255
Total Requests Created	60
<i>Department-Generated Inspections</i>	25
<i>Brookhaven Connect/CitySourced Requests Created (public generated)</i>	35
Brookhaven Connect/CitySourced Requests Received / In Process	13
Brookhaven Connect/CitySourced Requests Closed / Abated / Duplicated / Not an Issue	22
Average # of Reports Created per Day	1
Average # of Reports Closed per Day	1
Average Time to Close	3 days
Signs Removed	152

<b>Building Inspection Activity December 2020</b>	
Plan reviews	129
Building inspections	1,065
Building inspections percent pass/fail	85%/15%

<b>Fire Marshal Activity December 2020</b>	
Plan reviews	60
Inspections	40
Inspections percent pass/fail	90%/10%

<b>Key Land Development Activity/Review December 2020</b>	
<b>Land Development Enforcement &amp; Inspection Activity</b>	
Tree removal permits	18
Stop Work Orders issued	4
Courtesy warnings issued (Notice of violation)	25
Environmental Inspections	223
<b>Environmental Court Summons</b>	1
4218 Oak Forest Drive – Unpermitted removal of trees – Court date 12/3/20 – Plead Guilty – Paid \$500 fine	
<b>Land Disturbance Permit Review</b>	10
MCP N. Fork Nancy Creek Stream Restoration – 1551 West Nancy Creek Drive	
MUP I-85 Frontage Road – 1-85 Frontage Road	
The Bromley at Lenox Park – 1045 Lenox Park Blvd	
DeKalb Gravity Sewer Rehab – 2220 North Druid Hills Road	
Porter Square Revision – 3920 Peachtree Road	
Windsor Parkway@ Osborne Roundabout – 3147 Osborne Road	
Ivy Place Amenity – 3028 Clairmont Road	
CD#2 DeKalb County Consent decree sewer rehab – 3624 Woodstream Circle	
CHOA – Admin support office building – 1577 Northeast Expressway	
CHOA support parking deck – 1911 Cliff Valley Way	
<b>Land Disturbance Permits Approved</b>	1
Gail Sanitary sewer – 1146 Gail Drive	
<b>Plat Review Activity</b>	2
1329 – 1331 Sylvan Circle reconfiguration – 1331 Sylvan Circle	
Halstead plat revision – 1330 North Druid Hills Road	
<b>Plats Approved</b>	1
Lot Split – 1221 Kendrick Road	

**Municipal Court: December 2020**

2020

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Case Filings	918	686	428	73	214	472	286	407	430	572	445	389	5,320
Number of Court Dockets	8	8	5	0	0	4	15	19	15	17	16	11	118
Number of Defendants on dockets	492	457	255	0	0	64	326	355	358	479	510	324	3,620
Number of Cases on Dockets	730	719	382	0	0	146	538	590	605	764	817	808	6,099

2019

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Case Filings	649	753	566	777	716	641	787	803	815	838	734	541	8,620
Number of Court Dockets	8	8	8	9	9	8	9	10	9	9	7	6	100
Number of Defendants on dockets	453	430	472	502	470	445	501	554	502	502	348	398	8,720
Number of Cases on Dockets	633	599	672	755	684	682	751	784	737	760	533	611	8,201



Court Collections & Agencies Payments

Base Fine	49,449.40
Contempt Charge	236.00
Processing Fee	8,042.41
Cash Bonds	16,830.00
Indigent App Fee	0.00
Revenue Collected-Diverse Agencies	19,191.80
Pre-Trial Fee	0.00
CB-Applied	10,163.00
Bond Forfeiture	0.00
Overage	0.00
Restitution	0.00
NSF	0.00
Monthly Cash Collections	93,749.61
Paid to Diverse Agencies	19,191.80
Cash Bond Refunds/Returned	6,040.00
Overage Refund	0.00
Restitution Paid	0.00
Total Paid Out	25,231.80
NET	68,517.81

**Office of the City Clerk: December 2020**

<b>City Clerk's Office and Legislative Activities – December 2020</b>		
	Open Record Requests	56
	Agendas/Agenda Packets Managed (Included Audit Comm., Dev. A., Charter Comm., And Facilities Authority)	2
Virtual Meetings Held	Minutes Composed (Council, Dev. Auth., and Facilities Authority)	2
Virtual Meetings Held	Executive Sessions Held (Council and Dev. Auth. Only)	1
<b>Ordinances/No.</b>	<b>December 2020 – Description</b>	<b>Appr. Date</b>
ORD2020-12-01	Amending Chapter 14, Sect 14-677 Land Dev. and Subdivisions	12/8/2020
ORD2020-12-02	Amending Chapter 4 – Beer, Wine, Distilled Spirits	12/8/2020
ORD2020-12-03	Amending Chapter 14 – Land Dev. And Subdivisions	12/8/2020
ORD2020-12-04	Amending FY 2020 Budget – Two Monuments at Lavista Park	12/8/2020
ORD2020-12-05	Amending FY 2020 Budget – DR Peachtree Rd MT-1 Project	12/8/2020
<b>Resolutions/No.</b>	<b>December 2020 – Description</b>	<b>Appr. Date</b>
	None	
<b>Department</b>	<b>Contracts/Agreements Approved by Council – December 2020</b>	<b>Appr. Date</b>
Police Department	Jacobs Task Order #3 – Public Safety Building Construction Management	12/8/2020
Public Works	Ohmshiv Construction, LLC for ADR/Peachtree Road Intersection Improvement	12/8/2020
	<b>Appointments – December 2020 - None</b>	<b>Appr. Date</b>
	<b>Proclamations and Presentations – December 2020 – None</b>	<b>Date</b>
<b>Department</b>	<b>Plans and Policies Approved by Council –December 2020</b>	<b>Appr. Date</b>
	Sidewalk Policy	12/8/2020

**Open Records Completed Requests – Office of City Clerk – December 2020**

<b>Date of Request</b>	<b>Request #</b>	<b>Name</b>	<b>Description</b>
11/24/2020	PRR-444-2020	Felicia Moorer	File on Raul Perez
11/24/2020	PRR-445-2020	Eric Warshal	New Business License List
11/27/2020	PRR-446-2020	Dawn A Doyle	Bid for RFP19-400
11/30/2020	PRR-447-2020	Lauren Quiles	Annual Salary for City Employees for 2020
12/1/2020	PRR-448-2020	Stefani Daub	List of Building Permits
12/1/2020	PRR-449-2020	Stefani Daub	New Business License List

12/1/2020	PRR-450-2020	Lucia Coppola	Active Cases Adjudicated for November
12/1/2020	PRR-451-2020	Erik Styacich	Information on 2712 Carlton Place
12/2/2020	PRR-452-2020	Dawn Doyle	Proposal Submitted for RFP19-400
12/3/2020	PRR-453-2020	Kurtis Briere	Information on 3532 Telfair Way
12/3/2020	PRR-454-2020	Allison Bible	Survey for 2889 Parkride Drive
12/4/2020	PRR-455-2020	Robin David	Permits List for October
12/4/2020	PRR-456-2020	Brittany Hart	Incident Report #20-007595
12/4/2020	PRR-457-2020	Debbie Allen	Information on 442020 Peachtree Road
12/4/2020	PRR-458-2020	Maggie Lee	Building Permit List
12/8/2020	PRR-459-2020	Ashley Hall	Certificates of Occupancy
12/9/2020	PRR-460-2020	Jose Luis Jimenez Solano	Disposition Records
12/9/2020	PRR-461-2020	Bailey Brooks-Henry	Incident Report 18007430
12/14/2020	PRR-462-2020	Maggie Lee	2020 Permits Issued
12/14/2020	PRR-463-2020	Maggie Lee	2019 Permits Issued
12/15/2020	PRR-464-2020	Clashawn Grant	Information on 18 271 02 027
12/15/2020	PRR-465-2020	Rebecca Osborn	Incident Reports
12/15/2020	PRR-466-2020	Clashawn Grant	Information on 18 271 07 007
12/15/2020	PRR-467-2020	Dalton Brans	List of Projects for the Last 9 Months
12/15/2020	PRR-468-2020	Kevin Leary	Information on 3546 High Grove Way
12/15/2020	PRR-469-2020	Bant Millichap	Variances, Permits, and Survey
12/15/2020	PRR-470-2020	Judith Cozzi	Foundation Survey on 2328 Colonial Drive
12/16/2020	PRR-471-2020	Clashawn Grant	Information on 18271 03 017
12/17/2020	PRR-472-2020	Robin Davis	Permits List for November
12/17/2020	PRR-473-2020	Clarissa Groover	Site Plan for 2446 Buford Highway
12/17/2020	PRR-475-2020	Allison Ehrley-Meyer	Murphey Candler Park Deed
12/17/2020	PRR-476-2020	John Slaughter	Criminal Records on Robert McWaters
12/17/2020	PRR-477-2020	Brianne Pinzl	Building Permits on N. Druid Hills
12/17/2020	PRR-478-2020	Jeffrey Cohen	Permits, Authorization and Approval on Murphey Candler Park
12/21/2020	PRR-479-2020	Shane Griffin	Zoning Description on 1227 West Brookhaven Drive
12/21/2020	PRR-481-2020	Brianne	Building Permits for Gail Drive or 1763 N. Druid Hills
12/22/2020	PRR-482-2020	Jeffrey Cohen	Zoom Recorder Meeting of the December 17 with Linley Jones
12/22/2020	PRR-484-2020	Clashawn Grant	Information on 18 271 13 014
12/22/2020	PRR-485-2020	Brent Mastin	Information on 18 305 06 148
12/23/2020	PRR-486-2020	Juliet Cohen	Tree Permits, Application, Submittal, Checklist, Replacement Plan, Removal Permit for Murphey Candler Park
12/23/2020	PRR-487-2020	Clashawn Grant	Information on 18 271 17 033

12/23/2020	PRR-489-2020	Southwest Ledger	Emails from Mayor Erns about Governor Stitt
12/26/2020	PRR-490-2020	Juliet Cohen	Jacobs Engineering Bid Proposal Submitted
12/28/2020	PRR-491-2020	Tarsha Alexander	Information on Phillip Robbins
12/28/2020	PRR-492-2020	Shelly Canale	Site Plan for 3091 Osborne Road
12/28/2020	PRR-493-2020	Jeffrey Cohen	City Arborist, Manager Report on the Heath of Trees on Murphey Candler
12/29/2020	PRR-495-2020	Clashawn Grant	Information on 18 237 02 051
12/29/2020	PRR-496-2020	Clashawn Grant	Information on 18 237 02 072
12/29/2020	PRR-497-2020	Clashawn Grant	Information on 18 237 04 002
12/29/2020	PRR-498-2020	Clashawn Grant	Information on 18 237 05 026
12/29/2020	PRR-499-2020	Clashawn Grant	Information on 18 237 08 003
12/29/2020	PRR-500-2020	Clashawn Grant	Information on 18 237 14 045
12/29/2020	PRR-501-2020	Clashawn Grant	Information on 18 241 10 016
12/29/2020	PRR-502-2020	Clashawn Grant	Information on 18 241 13 026
12/29/2020	PRR-503-2020	Jeffrey Cohen	Sign in Sheets for all Attendees Designated as Representatives of Murphey Candler Park of the August 2015 Master Plan Committee Meeting
12/29/2020	PRR-504-2020	Clashawn Grant	Information on 18 241 02 011
			Total completed: 56

## Communications: December 2020

### Communications Department Activities:

- Completed the Social Justice, Race, and Equity Commission website
- Coordinated livestream of Light Up Brookhaven
- Produced Paint the Park calendars in English and Spanish
- Coordinated RFP PR review
- Tree ordinance rewrite interactive website in progress
- Continued work on Certified Communicator Program, Strategic Communications Plan, and Social Media and Crisis Communications policies
- Assisted with logistics of virtual City Council meetings, SJREC meetings and town halls
- Maintained COVID-19 website along with GIS
- Responded to various media requests
- Press releases, e-blasts & notifications:
  - Light Up Brookhaven
  - Holiday safety
  - City Centre website
  - City Council preview 12-8
  - City Council wrap-up 12-8
  - Gateway South planning document review
  - Cocoa With a Councilwoman
  - Tree canopy funds
  - Flower power at Blackburn
  - Two ways to cast ballot
  - Mondays With Madeleine
  - Holiday yard décor contest
  - Weekly eblasts

### Engagement reports (Dec):

	Posts	Subscribers	Subscriber growth (1 month)
<b>E-blasts/press releases</b>	<b>16</b>	<b>4,539</b>	<b>+15</b>
<b>Facebook</b>	<b>75</b>	<b>8,771</b>	<b>+35</b>
<b>Facebook (Spanish)</b>	<b>81</b>	<b>172</b>	<b>+12</b>
<b>Twitter</b>	<b>48</b>	<b>4,386</b>	<b>+13</b>
<b>NextDoor</b>	<b>15</b>	<b>22,960</b>	<b>+177</b>
<b>Instagram</b>	<b>52</b>	<b>2,866</b>	<b>+52</b>
<b>Instagram (Spanish)</b>	<b>55</b>	<b>499</b>	<b>+21</b>
<b>Brookhaven Alert</b>	<b>2</b>	<b>3,086</b>	<b>+102</b>

## **Tourism: December 2020**

- Partnership with City of Brookhaven to create a driving map through Google for the Light Up Brookhaven entries. Explore Brookhaven won for the Commercial division.
- Video “site tours” of all hotels rooms and meeting spaces to promote through YouTube channel and on ExploreBrookhaven.com Gather page will launch in January.
- Visited all 11 hotels in December and provided umbrellas and restaurant QR cards to promote Brookhaven restaurants to guests.
- Launching Brookhaven Magazine in flip-book format online until funds are available to print for hotels, city hall, etc. B – Magazine will feature four rotating sections: Dine, Stay, Shop and Discover, with a feature on Gather. This issue is featuring the Dine options in Brookhaven, and we will change the “headliner” section with each printing.
- Relaunched Clear Channel Outdoor campaign after pause since May. Promotion of overnight stays, dining experiences, outdoor experiences and specials are highlighted weekly.
- Continued community partnership virtual meetings with Oglethorpe University in December to harness the best ways to co-promote the University and Brookhaven for students, families, and guests.
- New board appointment approved by City Council, Anibal Torres, past Chairman of the Latin American Association, replacing City Clerk, Susan Hiott. Susan’s term expired in December 2020.
- All paid promotions for travel to Brookhaven suspended until revenue begins to increase. All group and business travel postponed until Q3 2021.
- Overall hotel revenue for 2020 is 52% less than 2019 affecting Explore Brookhaven and City revenue streams.

## **Information Technology: December 2020**

### **General IT**

- Surplus equipment sold on GovDeals
- Continued work with Quicket Court software
- Made workflow updates to JustFOIA for PD. Added new forms, updated forms, made template additions/updates.
- Added two new users for reviewers and permits.
- Updated app server info for Building officials.
- Updated security documentation, ran scans for credit card terminals.
- Made updates to the email templates on the Portal.
- Added Snapshot and created documentation for use in Laserfiche
- Working with Timmons on additional issues with searches.
- Added new Department, folders and workflow to Laserfiche
- Added UPS to A/V rack

<b>Month</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
	<b>Tickets Closed</b>	<b>Tickets Closed</b>	<b>Tickets Closed</b>	<b>Tickets Closed</b>	<b>Tickets Closed</b>	<b>Tickets Closed</b>	<b>Tickets Closed</b>
Jan	161	138	205	173	227	221	223
Feb	148	229	205	176	185	194	210
Mar	162	257	194	199	152	315	259
Apr	297	335	186	183	196	270	174
May	270	262	201	191	263	258	141
Jun	203	351	150	190	210	162	198
Jul	148	235	159	202	375	161	185
Aug	117	279	178	185	286	253	209
Sep	183	193	215	162	206	172	149
Oct	209	262	183	218	248	206	208
Nov	196	209	138	145	248	164	171
Dec	218	171	154	141	190	182	204
Total	2,312	2,921	2,168	2,165	2,786	2,558	2,331

## **GIS**

- Completed historic resources story map for Community Development
- Completed upgrade of GIS Server, Database, internal GIS Portal

## **Police Department**

- Setup 3 new patrol vehicles
- Setup New Hires



## Parks and Recreation: December 2020

### Parks/Facilities and Grounds Maintenance Monthly Report

#### Monthly Work Order Summary (Internal w/Contractors)

- Work Orders-6
- Work Orders Completed- 5
- Work Orders Outstanding – 1

#### December 2020 projects

- Excavated, poured, installed memorial bench at Skyland dog park
- Cleaned up loose tiles at mosaic new playground Murphey Candler
- Repaired menorah at Blackburn park
- Painted over the graffiti at MCP Creekside bathrooms
- Filled and packed holes in Skyland dog park
- Cleaned up downed limbs from storms
- Tried to get the tree at Blackburn lit back up but had to call Ga Power
- Turned water off to Lynwood pool house
- Turned water off to MCP pool house
- Had 6 request for work all but the fence repair on the greenway were completed, tool for repair was ordered

#### December 2020 - Janitorial Totals

	Trash Bag Count	Toilet Paper	Doggie Pot	Hand Soap	Paper Towels
LaVista Park	16	N/A	3	N/A	N/A
Peachtree Creek Greenway	43	N/A	15	N/A	N/A
Ashford Park	35	3	5	2	2
Blackburn Park	184	8	12	2	3
Briarwood Park	69	6	5	2	2
Brookhaven Park	101	N/A	46	N/A	N/A
Clack's Corner	5	N/A	N/A	N/A	N/A
Fernwood Park	10	N/A	3	N/A	N/A
Georgian Hills Park	39	N/A	4	N/A	N/A
Lynwood Park	52	N/A	6	N/A	N/A
Murphey Candler Park	126	9	19	3	4
Parkside Park	11	N/A	4	N/A	N/A
Skyland Park	57	9	10	3	3
Totals	748	35	132	12	14

Athletics Division Monthly Report

December Athletic Revenue Brought in \$30,737.30

- Youth athletic programs brought in \$8,017.40
- Adult athletic programs brought in \$20,177.40
- Athletic fields/tennis court rentals brought in \$2,542.50

Youth athletics

- Murphey Candler softball games and practices
- Murphey Candler baseball games and practices
- Atlanta colt youth association football games and practices
- Concorde soccer fall soccer league
- Elevate sports academy basketball
- Up4Tennis classes and private lessons
- UTA tennis leagues and lessons

Adult athletics

- Adult fall softball leagues
- Adult flag football leagues
- GOKickball fall leagues
- Up4Tennis fall lessons and classes
- UTA tennis open play, leagues and lessons

<b>Athletic Participation Summary</b>	<b>December 2020</b>
Adult Fall Kickball	480
Adult Fall Softball	800
Adult Flag Football	64
Adult Sand Volleyball	NA
Youth Soccer	Season Completed
Youth Football & Cheer	Season Completed
Youth Spring Baseball	In Registration
Youth Spring Softball	In Registration

Recreation Division Monthly Report

December Program Revenue Brought In: \$4,872.90

- Lease Agreement Fees: \$100.40
- Pavilion Rentals: \$350.00

- Gymnasium Rentals: \$2,370.00
- Community Room Rentals: \$942.50
- Recreation Programs: \$1,110.00

Special Events Division Monthly Report

Light Up Brookhaven:

- Successfully executed the virtual event
- Worked on keeping lights on, on the monument signs and small trees around the parks
- Announced all community members light contest winners and delivered all lawn signs designating the winners.

Martin Luther King Jr. Day Celebration:

- Ordered tumbler cups
- Secured MARTA agreement for use of the parking lot located along Apple Valley for this years Drive in event.
- Staff is working videotaping the music performers for this year's event.

Cherry Blossom Festival:

- Secured multiple POs for services (busses, golf carts, electric, first aid, etc.)
- Ordered event supplies
- On hold for further direction

**Police Department: December 2020**

<b>Brookhaven Police Department Activity Summary Report</b>			
	<b>October 2020</b>	<b>November 2020</b>	<b>December 2020</b>
Incidents Reported	638	641	581
Custodial Arrests	205	184	169
Accidents	154	143	164
Citations Issued	1,152	965	596
Residential Security Watches Requested	10	19	23
Field Interviews	37	55	44
Wanted People Apprehended	17	15	15
<b>Brookhaven Police Department Activity Summary Report</b>			
	<b>October 2019</b>	<b>November 2019</b>	<b>December 2019</b>
Incidents Reported	672	621	679
Custodial Arrests	282	246	235
Accidents	200	234	214
Citations Issued	1,976	1959	1,171
Residential Security Watches Requested	24	47	63
Field Interviews	101	91	66
Wanted People Apprehended	38	32	30

**Support Services – December 2020**

- **Annual Shop with a Badge Event.** Gift give-away for nearly 90 children.
- **Familias Azules Christmas Celebration at Cruz & Associates.** Gift give-away for dozens of families with Autistic children. Extra gifts from this event were given to Toys for Tots.
- **Flock Safety Meeting** with various community members and HOA representatives.

**Support Services**

<b>REPORTS</b>	<b>Officer Serrano</b>	<b>Officer Moore</b>	<b>Sergeant Martinez</b>	<b>Total</b>
Incident Reports	0	1	0	<b>1</b>
Accident Reports	0	0	0	<b>0</b>

Patrol Assist	0	0	0	<b>0</b>
Court Assist	0	2	0	<b>2</b>
Arrests	0	0	0	<b>0</b>
Citations	0	0	0	<b>0</b>
Press Releases	0	0	0	<b>0</b>
Media Interviews	0	0	0	<b>0</b>
Community Meetings	3	5	3	<b>11</b>
Meeting Attendees	80	82	75	<b>237</b>
Community Contacts	97	125	86	<b>308</b>
Business Contacts	4	7	9	<b>20</b>

- In Addition, there were numerous media inquiries which were handled in addition to the social media post.

<b>MONTHLY REPORT: Part-Time Officers</b>	
POP Logged	0
Patrol Shifts	11
Citations	18
Warnings	40
Transport for Courts	3
Arrests	3
Child Safety Seat Install / Teen Driving Classes	0
Shifts Worked	37
Court Service Hours	95
Traffic Enforcement Hours	16
Fleet Service Hours	99
Transport Hours for Uniform Patrol/NET	14
Training Hours	0

<b>Monthly Report: K-9 Officers</b>	<b>Sgt Fikes &amp; K9 "Bane"</b>	<b>Officer Williams &amp; K9 "Spock"</b>	<b>Officer Ritch &amp; K9 "Oso"</b>	<b>Officer Huffschmidt &amp; K9 "Lord"</b>
Patrol Assist	43	78	0	3
Other Agency Assist	2	0	0	3
Training Hours	11	20	8	28
Search Warrants	0	0	0	0
Citations	6	12	0	14
Warnings	2	13	0	8
Field Interviews	0	6	0	0

Felony Arrests	6	0	0	3
Misdemeanor Arrests	2	0	0	3
City Ordinance Arrests	5	2	0	1
Wanted Person Located	0	1	0	2
K-9 Search (narcotics)	2	1	0	0
K-9 Tracks / Area Search	3	3	0	2
Building Search (for persons)	1	0	0	0
K-9 Related Arrests	5	8	0	1
K-9 Demonstrations / PR	0	2	0	0
Currency Seized	0	0	0	0
Marijuana Seized	10.0 grams	18.0 grams	0.0 grams	215.0 grams
Cocaine Seized	0.0 grams	0.0 grams	0.0 grams	0.0 grams
Methamphetamine Seized	0.0 grams	0.0 grams	0.0 grams	0.0 grams
Heroin Seized	0.0 grams	0.0 grams	0.0 grams	0.0 grams
Schedule Pills	0	0	0	0
MDMA Seized	0.0 grams	0.0 grams	0.0 grams	0.0 grams
Other Seized (LSD)	0.0 grams	0.0 grams	0.0 grams	0.0 grams

**Additional Activities for K9 and N.E.T. Unit**

- **NOTE:** Personnel are temporarily assigned to Uniform Patrol.
- **NOTE:** In reference to N.E.T. Stats, there are currently no N.E.T. stats.

Monthly Report: Traffic Safety Unit	Officer Maria Jones
Total Pedestrian Stops	14
Total Motor Vehicle Stops	12
Total Citizen Contacts (combined Pedestrian & Traffic Violations)	26
Total Citations Issued	26
Total Warnings Issued	15
Felony Arrests	0
Misdemeanor Arrests	2
Arrest / Released on Copy	2
Wanted Persons Located	0

**Additional Activities for Traffic Safety Unit**

**NOTE:** The Brookhaven Police Department is excited to have been awarded the FFY 2019 Pedestrian Safety Grant by the Governor’s Office of Highway Safety (GOHS). This will be our third-year participating in this Grant, which begins in October 2019. Officer Maria Jones serves as the Department’s Pedestrian Safety Officer and has done so since inception. The Brookhaven Police Department’s Pedestrian Safety Program has been a phenomenal success due to the hard work and determination set forth by Officer

Jones. We look forward to another great year as we partner with GOHS to educate the public on pedestrian safety.

- Due to the COVID-19 pandemic, the Grant Officer did not conduct grant enforcement or education activities during this month.
- Officer Jones was on vacation and worked a total of 5 days this month.

**Criminal Investigations Division**

<b>December 2020 - Criminal Investigations Report</b>	
Total Reports Handled	230
Total Reports Cleared	274
Cleared INACTIVE	189
Exceptionally Cleared	4
Unfounded	3
Cleared by Arrest	3
Arrest Warrants Obtained	11
Search Warrants Obtained	4
Total Cases "ACTIVE" on December 31, 2020	78

## **Chatcom 911 Executive Overview: December 1, 2020 – December 31, 2020**

**911 Answer Time:** In December 2020, ChatComm 911 answered 93.9% of all incoming phone calls within ten seconds and 98.9% of all incoming phone calls were answered within thirty seconds.

**Call Processing Time:** This Month, ChatComm 911 processed 99% of all high priority calls for service and 96.8% of all low priority calls for service within sixty seconds.

**Monthly Phone Call Volume:** For the month of December 2020, ChatComm 911 handled a total of 28,348 phone calls.

- 73.1% (20,710) were incoming phone calls which are treated as potential emergencies and handled as 911 calls regardless of the line the call is received on.
  - 12,075 of those calls were received on the 911 trunks. 2,036 of the 911 calls received were abandoned 911 calls (where the caller disconnects the line prior to speaking with a calltaker).
  - 6,599 calls were received on administrative and alarm lines but treated as 911 calls.
- The remaining 26.9% (7,638) of the phone calls handled by ChatComm 911 in December 2020 were outgoing phone calls.

**Overall Phone Call Volume:** Since September 2009, ChatComm 911 has answered a total of 2,817,144 incoming phone calls. Of those calls, 1,791,885 (63%) were received on 911 trunks and 1,043,223 (37.0%) came in on 10-digit phone lines.

**Monthly Incident Volume:** ChatComm 911 handled a total of 34,421 incidents in December 2020.

- 64.1% (22,051) of the incidents created were officer-initiated incidents, which include traffic stops, business & residential checks, and other calls created by officers.
- 32.4% (11,158) of the incidents were dispatched incidents.
- The remaining 1,212 (3.5%) of the incidents were transferred via CAD to Dekalb for EMS and Fire Dispatch.
- Sandy Springs incidents comprised 34.8% (11,992) of the total incident volume.
  - 9,899 incidents were Sandy Springs Police Department incidents.
  - 1,153 incidents were for Sandy Springs Fire Rescue.
  - 940 incidents were EMS calls for service in Sandy Springs.
- Johns Creek incidents were 25% (8,590) of the total incident volume.
  - 7,777 incidents were Johns Creek Police Department incidents.
  - 461 incidents were for Johns Creek Fire Department.
  - 352 incidents were EMS calls for service in Johns Creek.
- Dunwoody incidents accounted for 13.2% (4,529) of the total incident volume.
- Brookhaven incidents were 23.5% (8,098) of the total incident volume.
- Dekalb Fire and EMS (for the Cities of Brookhaven and Dunwoody) incidents were 3.5% (1,212) of the total incident volume.
  - 663 incidents were Fire calls for service in Brookhaven or Dunwoody
  - 549 incidents were EMS calls for service in Brookhaven or Dunwoody.

**Overall Incident Volume:** By the end of December 2020, ChatComm 911 handled 3,869,751 incidents since “go-live” in September 2009. 3,442,116 (88.9%) of those were law enforcement incidents; 244,217 (6.3%) of those were fire department incidents; and 183,967 (4.8%) of those were EMS incidents.

**EMD & EFD Compliance:** For the month of December 2020, the quality assurance compliance score for EMD remains in compliance with levels set forth by the International Academies of Emergency Dispatch (90%).

- The Emergency Medical Dispatch QA compliance for December was 99% .
- The Emergency Fire Dispatch QA compliance for December was 100% .



## **Public Works: December 2020**

### **Major Initiatives Completed**

- LaVista Park Monuments: Construction on Sheridan is complete, waiting on GA Power for connection.
- MT-02, ADR / Montgomery Elementary: Completed, GA Power needs to install the Street Lights.

### **Major Initiatives in Progress/Upcoming**

- N. Fork Nancy Creek Streambank Restoration: Ed Castro Landscaping the low bidder, on the Agenda 01/12/21.
- LaVista Park Monuments: LaVista Road Waiting on GDOT to approval the Permit.
- Osborne Rd/Windsor Pwy Roundabout: Gas line relocation complete, GA Power started on 01.04.21.
- Northeast Expressway Multiuse Path: Design 100% Complete. Waiting on permitting from the City and GDOT.
- ST 08 - ADR/Windsor Pkwy Design: NTP issued on 7/08/20.
- ADR/Peachtree Rd Intersection – Contract awarded to Ohmshiv Construction on 12/08/20.
- 2019 Briarwood Road sidewalks – Waiting on the City Attorney.
- Briarwood MUP (west end): Waiting on Church to response, 7 Letters Sent.
- Ashford Dunwoody / Dresden Dr. ATMS: Construction is ongoing.
- 2021 Paving: Letters Mailed to property owners, and staff is working on the Bid documents.

### **Ongoing Coordination**

- PTOp 5-year Grant coordination w/ PCID.
- RTOp Coordination with GDOT – Signals on Peachtree Road, Clairmont Rd, Buford Hwy, & N Druid Hills Road.
- PTOp Coordination with PCIDs/GDOT – Signals on Ashford Dunwoody Rd from Lake Hearn to Johnson Ferry.
- PCIDs Public Works Committee - Coordination with PCIDs, Sandy Spring, Dunwoody.
- Buford Hwy Streetscape/Sidewalk Project – Coordination with GDOT.

### **Meetings Attended/Held**

- 12/01/20 – ADR/Dresden Dr. ATMS monthly progress meeting.
- 12/04/20 – PCG Phase II Design monthly GDOT progress meeting.
- 12/07/20 - I-85 / N. Druid Hills Rd design monthly GDOT progress meeting.
- 12/08/20 – Metro Atlanta Transportation Operation Forum.
- 12/09/20 – Transform I-285/400 monthly progress meeting.
- 12/10/20 – ADR/Windsor Pkwy design monthly progress meeting.
- 12/18/20 – GDOT Electronic Reimbursement Training.

- 12/21/20 – Windsor/Osborne Pre-Construction meeting.

**ROW Encroachment Permits (including Dumpsters/Road Closures)**

- Permits issued YTD: 353
- Permits issued this month: 43

**Stormwater Performance Measures (OPTECH)**

December 2020			
ENTITY GROUP	WORK ORDERS ASSIGNED	COMPLETED WITHIN TARGET TIME FRAME	MONTHLY PERFORMANCE PERCENTAGE
Priority 1	0	0	0%
Priority 2	0	0	0%
Priority 3	6	3	50%
<b>Total</b>	<b>6</b>	<b>3</b>	<b>50%</b>

**Maintenance Work Performance Measures (OPTECH)**

December 2020			
ENTITY GROUP	WORK ORDERS ASSIGNED	COMPLETED WITHIN TARGET TIME FRAME	MONTHLY PERFORMANCE PERCENTAGE
Priority 1	3	3	100%
Priority 2	1	1	100%
Priority 3	11	7	64%
<b>Total</b>	<b>15</b>	<b>11</b>	<b>73%</b>

**CIP Performance Measures (LOWE)**

SIDEWALK: YEAR TO DATE		
Number of Sidewalks funded by Council in 2020	Number of Sidewalks completed in 2020	ANNUAL PERFORMANCE PERCENTAGE
<b>0</b>	<b>0</b>	<b>0%</b>

### Service Request

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Curb and Gutter	15	5	9	10	8	9	5	19	11	8	11	5	115
Downed Lines	1	3	1	3	3	4	5	8	4	10	2	0	44
Pavement/Potholes	20	17	24	15	16	18	17	19	15	12	10	11	194
Right of Way/Trash	14	11	4	6	11	14	14	4	4	3	4	7	96
Sidewalk	2	0	6	4	9	6	3	6	1	11	5	2	55
Stormwater	16	15	11	15	12	13	20	44	19	19	5	6	195
Streetlights	9	5	3	3	1	10	4	4	4	10	13	5	71
Street Sign	22	5	10	6	10	12	10	15	6	11	6	5	118
Street Striping	0	0	1	1	0	1	0	0	1	1	1	1	7
Traffic Signal	9	4	6	5	1	6	3	11	8	6	0	3	62
Trees	11	6	3	1	0	3	10	10	8	3	8	3	66
<b>Total Service Requests</b>	<b>119</b>	<b>71</b>	<b>78</b>	<b>69</b>	<b>71</b>	<b>96</b>	<b>91</b>	<b>140</b>	<b>81</b>	<b>94</b>	<b>65</b>	<b>48</b>	<b>1023</b>

### Completed Work Orders

2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TOTAL
Street Maintenance	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed	Closed
Sidewalk Repairs	2	2	2	4	8	5	4	6	3	3	5	4	48
Curb Repairs	0	2	1	6	9	3	3	4	5	7	2	2	44
Potholes	13	10	17	11	3	4	1	2	3	3	0	2	69
Patching	2	3	4	3	6	5	7	3	2	3	3	4	45
Streetlights	0	0	1	0	0	1	0	1	0	1	1	0	5
Signs	19	8	9	3	7	11	9	4	15	7	6	5	103
Traffic Signals													
Signal Repairs	16	6	4	17	6	5	8	7	6	5	3	4	87
ROW Maintenance													
Tree Removal	8	6	2	10	6	9	5	17	5	6	6	2	82
ROW Maintenance	6	10	5	1	7	6	2	13	16	9	9	4	88
Stormwater													
Stormwater	14	24	18	32	8	16	14	15	21	16	5	7	190
<b>Total work orders</b>	<b>80</b>	<b>71</b>	<b>63</b>	<b>87</b>	<b>60</b>	<b>65</b>	<b>53</b>	<b>72</b>	<b>76</b>	<b>60</b>	<b>40</b>	<b>34</b>	<b>761</b>

## **Finance: December 2020**

### **December 31, 2020 Financial Report in Brief**

The December financial statements are presented in comparative form to provide context regarding various revenues and expenditures that are “seasonal” in nature. The significant General Fund revenues that are not typically received each month include (1) property taxes (billed Sept 1 and collected thereafter), (2) franchise fees (larger utility provider remits in 1<sup>st</sup> quarter of year with other utilities remitting quarterly), (3) business and occupational taxes (renewals are due April 30<sup>th</sup>), (4) insurance premium tax and fees (collected and remitted by State; Oct 15<sup>th</sup>), and (5) alcohol licenses. Operationally, the expenditures are not subject to “seasonal” variances, but the acquisition of capital items can be arbitrary from one year to the next.

### **General Fund Summary**

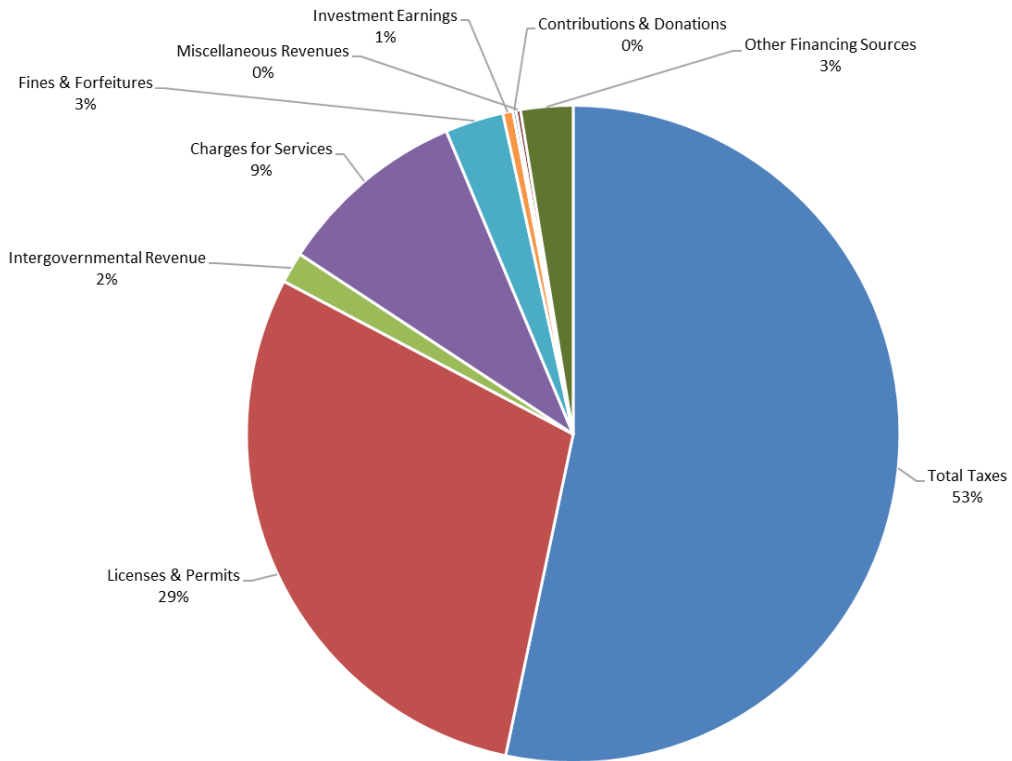
Total General Fund revenues through December 2020 were \$4,915,106 more than they were this time last fiscal year. This is primarily due to Licenses & Permits increasing by \$6,261,479 compared to this time in the prior year mainly due to permits issued for couple of large projects during the current year. Charges for services increased by \$2,452,101 due to the cost allocation of the 2020 CARES ACT funding Category 3 for Police payroll expenditures. Motor Vehicle and Title Ad Valorem Tax (TAVT) increased by \$749,025 compared to last year due to change in State law effective July 1st, 2019, increasing City TAVT allocation. Franchise Tax shows a decrease of \$3,257,621 due to the timing of the Georgia Power portion not received yet estimated to be \$2.5 million and the 2020 fourth quarter fees not received yet from other entities. Other financing sources were less by \$660,967 compared to this time in the prior year due to hotels being impacted by the pandemic and significant decreases in Hotel/Motel revenue taxes received by the City. Fines & forfeitures show noticeable decreases compared to the prior fiscal year due to the COVID-19 pandemic amounting to unfavorable variance of \$511,801. Business & Occupational tax was impacted unfavorably by the COVID-19 pandemic as well and decreased by \$299,399 compared to 2019.

General Fund expenditures increased compared to last year at this time by \$787,132. The General Government expenditures increased by \$1,543,442 compared to the previous fiscal year at this time due to the purchase of the Brookhaven Heights property located at 1174 Pine Grove Ave. Expenditures for the police department were higher by \$996,354 compared to December 2019 mainly due the Council approved increase in Police salaries in FY 2019 and FY 2020 incentive initiative. Other financing uses decreased by \$471,821 mainly due to prior year transfer to the capital projects fund for additional costs related to the public safety building project. Recreation governmental function expenditures decreased in the amount of \$403,345 due to less expenditures compared to this time in 2019 for recreational supplies, parks maintenance costs, and professional services. Expenditures for Public Works decreased by \$466,082 compared to the previous year at this time mainly due to the QT building improvements and the I-285 Transit study costs in the prior fiscal year. Economic Development/Tourism expenditures decreased by \$327,719. This is mainly due to professional services cost for special events being accounted for in the Tourism fund in the prior fiscal year. In the current year special events professional costs are budgeted in the Culture and Recreation governmental function.

**City of Brookhaven**  
**BUDGET COMPARISON REPORT - GENERAL FUND - REVENUES**  
**For The Month Ended December 31, 2020**

	2019 Amended Budget	2019 YTD Transactions	2020 Amended Budget	2020 YTD Transactions	Variance from Budget	% of Annual Budget
Property Tax	\$ 9,737,797	\$ 9,403,669	\$ 9,752,088	\$ 9,543,336	\$ (208,752)	97.86%
Motor Vehicle Tax & Title Ad Valorem Tax	61,000	536,074	29,442	1,285,099	1,255,657	4364.85%
Recording Intangible Tax	121,715	133,576	66,096	211,047	144,951	319.30%
Real Estate Transfer Tax	39,893	56,311	25,000	53,432	28,432	213.73%
Franchise Tax	4,263,579	4,001,898	3,625,000	744,277	(2,880,723)	20.53%
Alcoholic Beverage Excise Tax	1,093,754	1,323,470	1,122,000	1,142,603	20,603	101.84%
Energy Excise Tax	152,200	172,145	220,000	175,727	(44,273)	79.88%
Motor Vehicle Rental Excise Tax	40,805	179,388	273,734	40,422	(233,312)	14.77%
Business & Occupational Tax	2,250,000	1,943,574	2,170,000	1,644,175	(525,825)	75.77%
Insurance Premium Tax	3,266,496	3,800,617	3,553,650	4,014,162	460,512	112.96%
Financial Institutions Tax	58,170	67,374	67,734	44,121	(23,613)	65.14%
Penalties & Interest	51,220	65,922	57,887	49,373	(8,514)	85.29%
<b>Total Taxes</b>	<b>21,136,629</b>	<b>21,684,018</b>	<b>20,962,631</b>	<b>18,947,774</b>	<b>(2,014,857)</b>	<b>90.39%</b>
Licenses & Permits	3,366,269	4,175,225	3,120,000	10,436,703	7,316,703	334.51%
Intergovernmental Revenue	135,000	385,081	400,000	543,672	143,672	135.92%
Charges for Services	539,650	898,803	632,650	3,350,904	2,718,254	529.66%
Fines & Forfeitures	1,225,000	1,538,857	1,225,000	1,027,055	(197,945)	83.84%
Investment Earnings	30,000	217,352	50,000	178,134 *	128,134	356.27%
Contributions & Donations	-	47,308	-	57,450	57,450	0.00%
Miscellaneous Revenues	42,000	95,188	82,000	76,212	(5,788)	92.94%
Other Financing Sources	4,765,922	1,578,828	6,006,373	917,861	(5,088,512)	15.28%
<b>TOTAL REVENUES</b>	<b>\$ 31,240,470</b>	<b>\$ 30,620,659</b>	<b>\$ 32,478,654</b>	<b>\$ 35,535,765</b>	<b>\$ 3,057,111</b>	<b>109.41%</b>

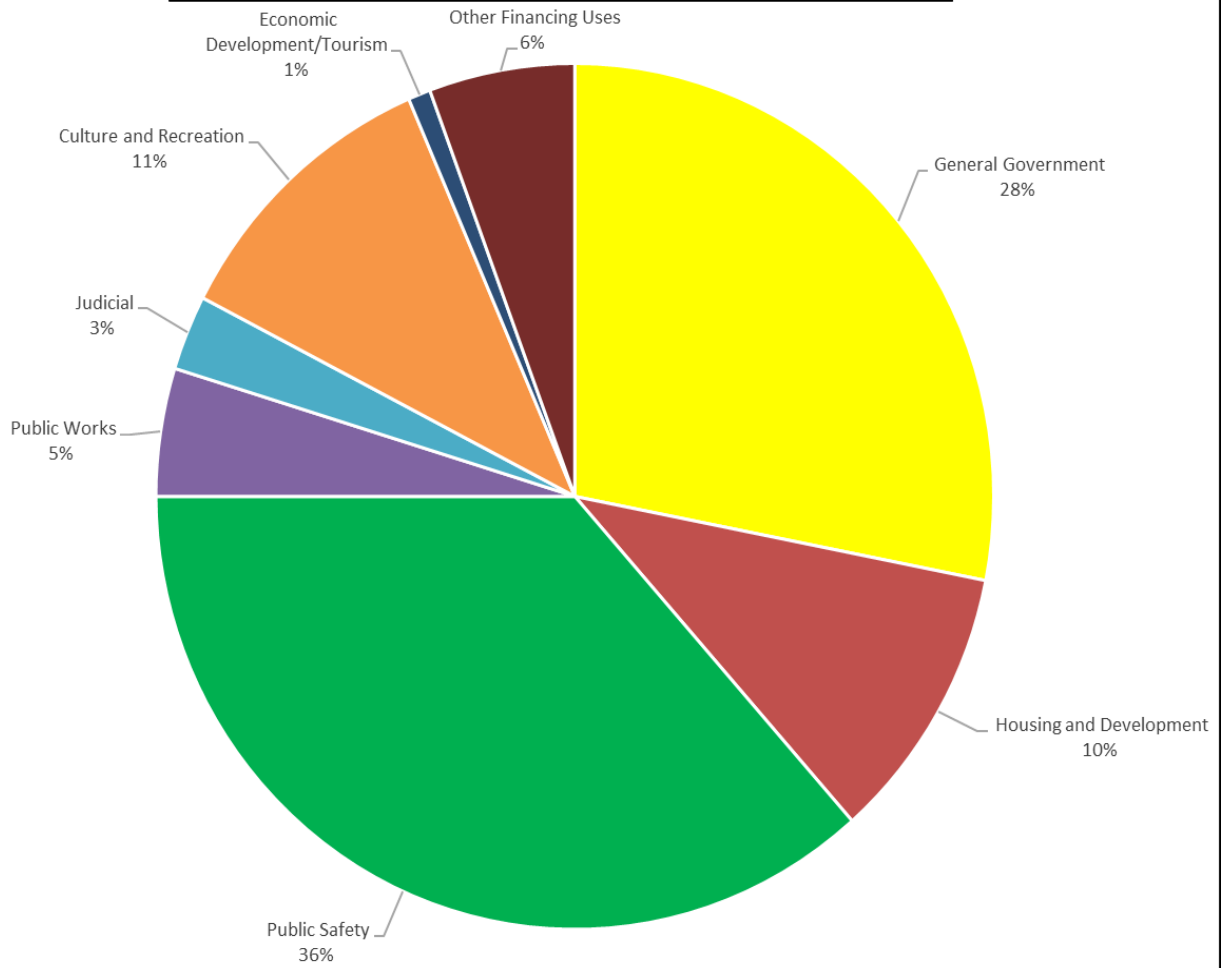
**GENERAL FUND REVENUES BY SOURCE (DECEMBER 2020 YTD)**



**City of Brookhaven - YTD through December 31, 2020  
Budget Comparison for General Fund Expenditures**

Governmental Function	2019 Amended Budget	2019 YTD Transactions	2020 Amended Budget	2020 YTD Transactions	Variance from Budget	% of Annual Budget
General Government	\$ 7,010,729	\$ 6,676,184	\$ 8,846,450	\$ 8,219,626	\$ 626,824	92.91%
Housing and Development	3,395,310	3,012,737	3,745,855	3,031,505	714,350	80.93%
Public Safety	9,846,299	9,679,635	10,471,519	10,675,989	(204,470)	101.95%
Public Works	2,036,888	1,864,092	1,581,051	1,398,010	183,041	88.42%
Judicial	950,900	922,688	874,735	820,223	54,512	93.77%
Culture and Recreation	3,990,498	3,598,699	3,457,280	3,195,354	261,926	92.42%
Economic Development/Tourism	625,087	578,853	249,360	251,134	(1,774)	100.71%
Other Financing Uses	3,384,759	2,117,331	3,252,404	1,645,510	1,606,894	<u>50.59%</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 31,240,470</b>	<b>\$ 28,450,219</b>	<b>\$ 32,478,654</b>	<b>\$ 29,237,351</b>	<b>\$ 3,241,303</b>	<b><u>90.02%</u></b>

GENERAL FUND EXPENDITURES BY GOVERNMENTAL ACTIVITY  
(DECEMBER 2020 YTD)



**General Fund Balance Reserves**

The City has reserved a portion of fund balance to account for City programs. The Tree Fund, Sidewalk Fund, and Police Donations are three examples of City programs that are preserved in the general fund.

**Tree Fund Conservancy**

Established via City Ordinance, Chapter 14, Section 14-47, the receipts or contributions are part of the "alternative compliance" with the City's tree ordinance. It is only after determination that recompense trees do not fit on a redeveloped site, would a contribution be made. Expenses are basically limited to the purchase/installation of trees in parks, right-of-ways, and other City-owned or leased property.

Balance at December 31, 2019		<u>\$53,312</u>
Receipts	\$24,316	
Disbursements	(\$28,720)	
Balance at December 31, 2020		<u>\$48,908</u>



**Sidewalk Program Fund**

Established by City Ordinance, Chapter 14, Section 14-353, the receipts or contributions for payment in-lieu of sidewalk construction shall be in accordance with a schedule recommended by the Public Works Department and adopted by the city council in January of each year based on the City sidewalk construction cost during the previous calendar year.

Balance at December 31, 2020	<u>\$518,347</u>
------------------------------	------------------

**Police Programs/Activities**

An important element of community policing is the various police department programs and activities that promote interaction with our citizens and our police department. Whether the resources are provided to support general policing or the community programs, the receipts and disbursements are segregated to promote their designated purposes.

Police Programs	Balance		Balance	
	December 31, 2019	Receipts	Disbursements	December 31, 2020
Explorer Program	\$ 12,333	\$ -	\$ (3,178)	\$ 9,155
Shop with a Badge/Cop	30,548	27,810	(21,952)	36,407
General PD Donations	810	200	11,322	12,332
K9 Donations	2,040	28,000	(21,000)	9,040
Police Bike Fund	1,000	627	-	1,627
Totals	<u>\$ 46,731</u>	<u>\$ 56,637</u>	<u>\$ (34,808)</u>	<u>\$ 68,560</u>