



TO: Mayor and City Council
FROM: Cristian Sigman, City Manager
DATE: October 15, 2022
SUBJECT: September 2022 Departmental Highlights

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

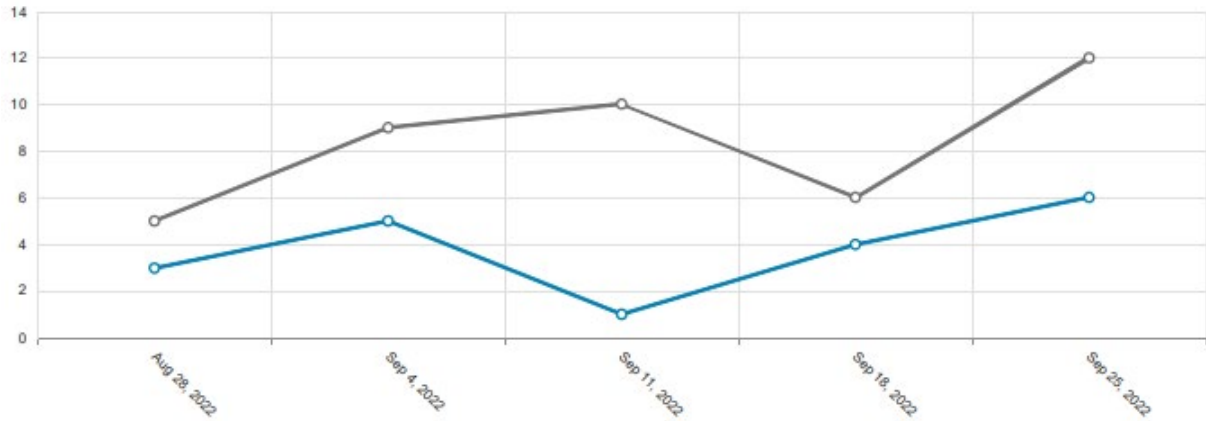
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Brookhaven Connect Metrics: September 2022

***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

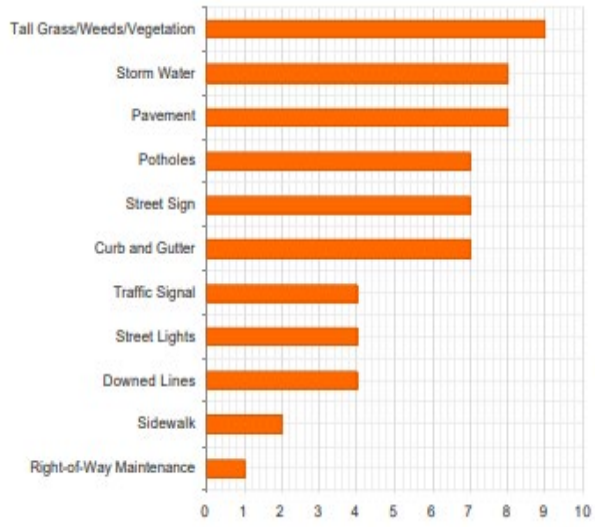


- Of the 61 service requests that were created, 42 have been closed (this includes duplicate requests) with 19 remaining open.
- Total requests that remain open since the beginning of the year is 62, this includes the month of September.
- To date, there are 2,972 registered Brookhaven Connect users; this represents an increase of 47 users since the beginning of the year.

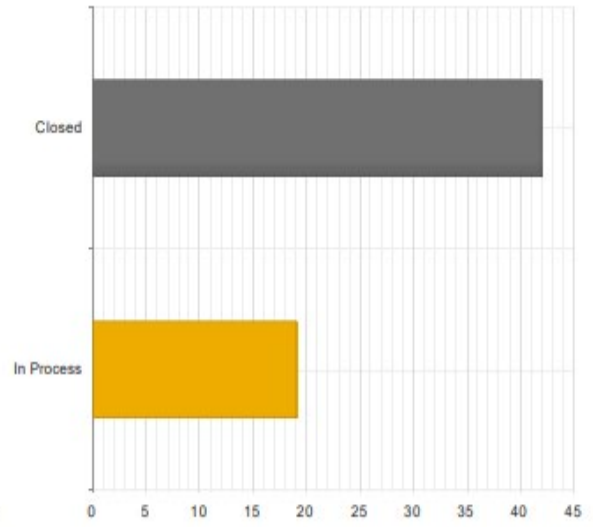
Statistics

Total Reports Created	61
Total Reports Open	19
Total Reports Closed	42
Average Reports Created per Day	1.91
Average Reports Closed per Day	1.31
Average Time to Close	4.82 Days
Fastest Closed Request Type	Storm Water (0.01 Days)
Slowest Closed Request Type	Curb and Gutter (21.24 Days)
Most Common Request Type	Tall Grass/Weeds/Vegetation
Least Common Request Type	Right-of-Way Maintenance

Request by Type



Request by Status



Community Development: September 2022

Community Development 2022 Building Permits													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
All	247	266	321	517	325	264	264	335	355				2,539
New Single Family	11	10	12	10	5	13	19	5	5				85
New Multi Family	0	0	0	0	0	0	0	0	0				0

Community Development 2021 Building Permits													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
All	321	299	404	397	295	368	269	308	273	278	261	242	3,715
New Single Family	40	14	17	18	20	22	17	12	20	13	11	10	214
New Multi Family	0	0	0	0	0	0	0	0	0	0	0	0	0

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 BOA/Variations Filed in September 2022			
File #	Address	Scope	Hearing Date
VAR22-00038	1104 Francis Street	Impervious coverage increases	9/21/22
VAR22-00047	3460 Brookleigh Lane	Impervious coverage increases and side street setback reduction	9/21/22
VAR22-00049	3191 Mae Avenue	Impervious coverage, rear yard setback, door width, and front yard paved coverage	9/21/22
VAR22-00042	2584, 2588, & 2600 Apple Valley Road	Ground story use and story-height floor area	9/21/22

Community Development BOA/Variations Heard in September 2022				
File #	Address	Scope	Hearing Date	Action
VAR22-00035	1515 Dresden Drive	Reduce accessory building setbacks	9/21/22	Approved with Conditions
VAR22-00037	2766 Ashford Road	Reduce retaining wall setback and allow pool equipment inside yard	9/21/22	Approved with Conditions
VAR22-00044	2719 Buford Highway	Impervious coverage increases, reduce open space ratio, allow amenity space, reduce off-street motor parking and long-term parking spaces	9/21/22	Approval conditional Impervious coverage and amenity space were Withdrawn without Prejudice
VAR22-00038	1104 Francis Street	Impervious coverage increases	9/21/22	Approved with Conditions
VAR22-00047	3460 Brookleigh Lane	Impervious coverage increases and setback reduction	9/21/22	Approved with Conditions
VAR22-00049	3191 Mae Avenue	Front yard setback reduction	9/21/22	Approved with Conditions
VAR22-00050	2584, 2588, & 2600 Apple Valley Road	Reduce active ground-story floor area, increase ground story elevation, and reduce story-height floor area	9/21/22	Approved with Conditions

Community Development Rezoning Filed in September 2022				
File #	Address	Scope	PC Hearing Date	CC Hearing Date
LUP22-00004/LUP22-00005	2036 Johnson Ferry Road	Rezone to C-1 with concurrent variances to allow a retail establishment; SLUP to allow a drive-through	11/2/22	11/29/22

Community Development Rezoning Heard in September 2022						
File #	Address	Scope	PC Hearing Date	PC Rec	CC Hearing Date	CC Rec
LUP22-00001/LUP22-00002	3086, 3074, & 3086 Osborne Road	Rezone to RS-75 to allow a combination plat; and a SLUP for a recreational facility	9/7/22	Deferred to 10/5/22	10/25/22	N/A

Code Enforcement Activity September 2022	
Inspections & Follow-ups	1,282
Violations	251
Violations Created Per Day	12
Courtesy Warnings/Placards	83
Residential Citations	1
Commercial Citations	0
Total Street Miles Patrolled	1,598
Total Requests Created	107
<i>Department-Generated Inspections</i>	52
<i>Brookhaven Connect/CitySourced Requests Created (public generated)</i>	55
Brookhaven Connect/CitySourced Requests Received / In Process	13
Brookhaven Connect/CitySourced Requests Closed / Abated / Duplicated / Not an Issue	42
Average # of Reports Created per Day	2
Average # of Reports Closed per Day	1
Average Time to Close	5 days
Signs Removed	83

Building Inspection Activity September 2022	
Plan reviews	175
Building inspections	1,082
Building inspections percent pass/fail	79%/21%

Fire Marshall Activity September 2022	
Plan reviews	93
Inspections	55
Inspections percent pass/fail	95%/5%
Existing/Mandated Business inspections	78
Existing/Mandated Business inspections pass/fail	49%/51%

Key Land Development Activity/Review September 2022	
Land Development Enforcement & Inspection Activity	
Tree removal permits	64
Stop Work Orders issued	4
Courtesy warnings issued (Notice of violation)	18
Environmental Inspections	279
Environmental Court Summons	1
<ul style="list-style-type: none"> 1179 Byrnwyck Road – Unpermitted tree removal – The charge was dismissed after a pre-trial with the Solicitor. 	
Land Disturbance Permit Review	7
MCP Boardwalk – 1551 West Nancy Creek Drive	
Brookhaven Park improvements – 2660 Osborne Road	
Oglethorpe University field improvements – 484 Peachtree Rd	
North Fork Nancy Creek Stream restoration – 1551 West Nancy Creek Drive	
MCP Lake house – 4051 Candler Lake West	
Multi-family development – 2585 East Osborne Road	
Apartments – 1322 Briarwood Road	
Land Disturbance Permits Approved	2
Peachtree Golf Club porch additions – 4600 Peachtree Road	
Plat Review Activity	4
Combination Plat – 2585 East Osborne Road	
Reconfiguration plat – 1739 Tobey Road	
Sheridan Road – 1447 Sheridan Road	
Combination plat – 2585 East Osborne Road	
Plats Approved	0
N/A	

Municipal Court: September 2022

2022

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Case Filings	431	484	533	438	483	423	421	568	445				3,781
Number of Court Dockets	17	15	19	17	17	17	15	19	16				136
Number of Defendants on dockets	460	322	455	392	388	441	351	411	332				3,220
Number of Cases on Dockets	771	595	719	713	671	754	634	724	568				5,581

2021

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Case Filings	399	472	587	590	676	606	703	521	539	588	552	433	6,666
Number of Court Dockets	4	15	19	17	17	17	17	19	17	15	15	13	185
Number of Defendants on dockets	53	315	472	454	465	519	481	600	535	408	462	379	5,143
Number of Cases on Dockets	94	510	681	765	708	885	745	965	850	717	753	622	8,295

Due to Covid-19, after the first week, court appearances in January were cancelled.

Court Collections & Agencies Payments

Base Fine	65,972.63
Contempt Charge	786.00
Processing Fee	10,827.00
Cash Bonds	29,177.00
Indigent App Fee	0.00
Revenue Collected-Diverse Agencies	24,533.55
Pre-Trial Fee	0.00
CB-Applied	15,529.00
Bond Forfeiture	0.00
Overage	0.00
Restitution	0.00
NSF	0.00
MISC	0.00
	0.00
Monthly Cash Collections	146,825.18
Paid to Diverse Agencies	24,533.55
Cash Bond Refunds/Returned	15,529.00
Overage Refund	0.00
Restitution Paid	0.00
Total Paid Out	40,062.55
NET	106,762.63

Office of City Clerk: September 2022

City Clerk's Office and Legislative Activities – September 2022		
	Open Record Requests	32
	Agendas/Agenda Packets Managed (Included Audit Comm., Dev. A., Charter Comm., And Facilities Authority)	4
Virtual Meetings Held	Minutes Composed (Council, Dev. Auth., and Facilities Authority)	4
Virtual Meetings Held	Executive Sessions Held (Council and Dev. Auth. Only)	1
Ordinances/No.	September 2022 – Description	Appr. Date
ORD 2022-09-01	Creating the Special Service District (SSD) Fund Budget	9/13/2022
ORD 2022-09-02	Amending the Capital Improvement Program (CIP) Fund Budget – Closing of CIP Projects	9/13/2022
ORD 2022-09-03	Amending the General Fund and Capital Improvement Programs – Playground at Langford Park	9/13/2022
ORD 2022-09-04	Approving and Amending the Authorized Position List of the City of Brookhaven	9/13/2022
Resolutions/No.	September 2022 – Description	Appr. Date
RES 2022-09-01	Approval of Program Management Contract – Comprehensive Program Services (CPS) – Brookhaven City Hall	9/13/2022
RES 2022-09-02	Approval of Architectural Contract – Sizemore Group LLC – Design of Brookhaven City Hall	9/13/2022
RES 2022-09-03	Appointing Chris Young to the Brookhaven Convention and Visitors Bureau	9/27/2022
Department	Contracts/Agreements Approved by Council – September 2022	Appr. Date
Administration	Sizemore Group, LLC – Architectural for the Design of the Brookhaven City Hall	9/13/2022
Public Works	Task Order to Michael Baker International for On-Call Engineering Professional Services for Design of Streetscape Improvements – North Druid Hills from Buford Highway to Goodwin Place (\$290,120.)	9/13/2022

Parks and Recreation	Kompan, Inc. for the purchase of the Langford Park Playground Equipment (\$216,810.03)	9/13/2022
Police Department	Patterson Pope for Storage and Space Saver Equipment for the new Public Safety Building (\$110,285.57)	9/27/2022
Public Works	Atkins North American for SSD Project #13 – Buford Hwy Streetscape (\$173,079.30)	9/27/2022
Public Works	Georgia Bridge and Concrete, LLC for \$428,405.00 for the Demolition of the Existing Bridge on W. Nancy Creek Drive	9/27/2022
	Appointments – September 2022	Appr. Date
Explore Brookhaven	Chris Young to BCVB – Explore Brookhaven	9/27/2022
	Proclamations and Presentations – September 2022	Date
Administration	Draft City Hall Space Program by Sizemore Group, LLC	9/13/2022
Department	Plans, Studies, Reports, and Policies Approved by Council – September 2022	Appr. Date
Strategic Partnerships	2021 CDBG Action Plan Consolidated Annual Performance Evaluation Report	9/27/2022

Open Records Completed Request: September 2022

Date of Request	Request #	Name	Description
9/1/2022	PRR-557-2022	Jayson Reynolds	Gaset File
9/1/2022	PRR-555-2022	Bethany L McDaniel	Information on 3589 Durden Drive
9/6/2022	PRR-560-2022	Clashawn Grant	Information on 19 155 02 077
9/6/2022	PRR-561-2022	Stefani Daub	Building Permit List
9/6/2022	PRR-559-2022	Sean Delfavero	Information on 2488 Appalachee Drive
9/6/2022	PRR-564-2022	Stephanie Vargas	Employee/Staff Contact Information
9/6/2022	PRR-543-2022	Nelly Sagastume	Information on 21 Ortho Lane
9/7/2022	PRR-565-2022	Catherine Scheffer	Information about Lenox Valley Subdivision
9/7/2022	PRR-563-2022	Si Morris	New Businesses List
9/7/2022	PRR-558-2022	Noah S. Rosner, Esq.	Information on Pluto Smoke, LLC
9/7/2022	PRR-551-2022	Law of Galloway & Lyndall, LLP	EV Information
9/8/2022	PRR-570-2022	Rob McElreath	BM&K Information
9/8/2022	PRR-566-2022	John Sparks	Information on Ardent Companies, LLC
9/12/2022	PRR-569-2022	Kristen Parmer	Permit for 705 Town Boulevard
9/12/2022	PRR-567-2022	Clashawn Grant	Information on 18 199 06 020
9/12/2022	PRR-568-2022	Chris Mellett	Tree Permits for 3884 Peachtree Street
9/12/2022	PRR-571-2022	Robin Davis	Building Permit List
9/13/2022	PRR-572-2022	Jabearul Haque	Information on E34243
9/15/2022	PRR-576-2022	Graham Brantley	Information on 2724 Green Meadows Lane
9/15/2022	PRR-578-2022	Terrence Bethune	Incident Report
9/15/2022	PRR-573-2022	Judi Cozzi	Code Enforcement Violations for 2328 Colonial Drive
9/16/2022	PRR-556-2022	Judith Cozzi	Emails from Linda Burke and Lisa Levison
9/16/2022	PRR-577-2022	Higor Diniz	Information on 2685 Caldwell Road
9/16/2022	PRR-562-2022	Juan Sierra	Copy of BLR22-00141

9/20/2022	PRR-580-2022	Shawnshakib	Information on 4218 Oak Forest
9/22/2022	PRR-579-2022	Dan Woodley	Heating and Air Contractors Information
9/22/2022	PRR-582-2022	Investigator Perrish Brown	Copy of Disposition
9/22/2022	PRR-581-2022	Jackie Baker Schupbach	Employees Gross Wages for 2021
9/22/2022	PRR-574-2022	Jeremy Littlefield	Information on VAR22-00037
9/23/2022	PRR-575-2022	Graham K. Brantley	Information on 2724 Green Meadows Lane
9/28/2022	PRR-586-2022	Jeffrey Beckworth	Incident Reports
9/29/2022	PRR-585-2022	Jason Jarlock	Plans Information
			Total completed: 32

Communications: September 2022

Department Activities:

- Event Planner position moved from Parks to Communications
- Produced Street Sweeper neighborhood signs
- Staffed & helped coordinate State of the City; produced video
- Staffed & helped coordinate Community Green ribbon cutting
- Staffed Buford Highway Beautification event
- Staffed Deputy Chief promotional ceremony produced programs, invitation, and run of show
- Designed and coordinating Monument Signs and Pole Banners for 10-year Anniversary
- Designed Save the Date cards for 10th Anniversary Founders Day Dinner
- Designed 2023 Budget Cover
- Staffed and coordinated Hispanic Heritage Celebration at PCG.
- Attended 3CMA national communications conference
- Staffed Coffee with a Councilwoman
- Staffed Mondays with Madeleine
- Staffed City Council meetings
- Responded to various media requests
- Press releases, e-blasts & notifications:
 - Brookhaven beautification and landscape
 - City Council preview 9-13
 - City Council wrap-up 9-13
 - Mondays With Madeleine
 - Murphey Candler Dam integrity project
 - City Attorney award
 - Community Green ribbon cutting
 - Deputy Chief to be promoted
 - City Council preview 9-27
 - City Council wrap-up 9-27
 - Hurricane Ian weather PSA
 - Deputy Chief sworn in
 - Weekly eblasts

Engagement reports (September):

	Posts	Subscribers	Subscriber growth (1 month)
E-blasts/press releases	16	4,794	-9
Facebook	68	9,313	+47
Facebook (Spanish)	30	426	+10
Twitter	37	4,597	-7
NextDoor	21	25,878	+127
Instagram	60	3,671	+41
Instagram (Spanish)	28	725	+8
Brookhaven Alert	1	4,033	0

Convention and Visitors Bureau: September 2022

- The reboot of Taste Brookhaven, **September 15**, Hyatt Regency Villa Christina, was highly successful. Thank you all for your support!
- Hosted Hoffman Media in Brookhaven for editorial content and to attend Taste Brookhaven.
- Attended Georgia Governor's Conference on Tourism August 1-3 in Athens Georgia. Brookhaven was recognized from the stage!
- Met with and toured Gray Television and Assembly Studios to begin a relationship with film and television for Brookhaven
- Served on a panel for Southeast Tourism Society September 8 on working to gain relationships and reporting from short term vacation rentals in Concord, North Carolina. Continued effort with the City of Brookhaven on bringing them into compliance.
- Recognized at STS Connections from the stage for completing the Certified Diversity Travel Professional program and Master Plan.
- Brookhaven Arts Pop-Up+ Shop very successful. Full presentation at the next City Council Meeting on October 11.

Social Media

Facebook 1,266 page likes

Instagram 3,226 followers

Explora IG 822 followers

Information Technology: September 2022

General IT

- Configuring 2 core switches for City Hall
- Installed latest patches on city applications
- Replaced faulty UPS at City Hall
- Working to close out the Contracts project in final testing
- Worked with Parks and Finance regarding credit card readers
- Working on multiple performance reports for Public Works in Crystal Reports
- Adding/removing users from applications
- Moved and imported scanned files into Community Development folders
- Eleven new boxes of files/documents were sent to MCCi for scanning. Nine bins were returned to City Hall
- Completed three Crystal Reports for Public Works
- Security patched vCenter
- City Hall printers upgraded

Month	2014	2015	2016	2017	2018	2019	2020	2021	2022
	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed
Jan	161	138	205	173	227	221	223	164	229
Feb	148	229	205	176	185	194	210	136	177
Mar	162	257	194	199	152	315	259	170	236
Apr	297	335	186	183	196	270	174	149	240
May	270	262	201	191	263	258	141	141	206
Jun	203	351	150	190	210	162	198	161	182
Jul	148	235	159	202	375	161	185	192	166
Aug	117	279	178	185	286	253	209	207	274
Sep	183	193	215	162	206	172	149	194	223
Oct	209	262	183	218	248	206	208	191	0
Nov	196	209	138	145	248	164	171	176	0
Dec	218	171	154	141	190	182	204	172	0
Total	2,312	2,921	2,168	2,165	2,786	2,558	2,331	2,053	1,933

Parks & Recreation: September 2022

Parks & Recreation Parks/Facilities and Grounds Maintenance Monthly Report September 2022

Monthly Work Order Summary (Park Maintenance Staff)

- Work Orders – 9
- Work Orders Completed – 9
- Work Orders Outstanding – 0

September 2022 Projects

- Sprayed roundup for kudzu on Johnson Ferry Road
- Cleaned roof off at Lynwood Recreation Center
- Cleaned pavilion roofs off at Murphy Candler Horseshoe
- Repaired broken sign on Murphy Candler Playground
- Repaired broken toilet at Briarwood Park
- Repaired broken toilet at Murphy Candler
- Did cleanup of homeless camp at Greenway
- Installed new soap dispenser at Blackburn Park
- Spread 57 stone on parking lot at Ashford Preserve

Janitorial Totals September 2022

	Trash Bag Count	Toilet Paper	Doggie Pot	Hand Soap	Paper Towels
Langford Park	7	NA	6	NA	NA
LaVista Park	4	NA	4	NA	NA
Peachtree Creek Greenway	38	NA	12	NA	NA
Ashford Park	90	9	2	3	5
Blackburn Park	528	20	15	4	14
Briarwood Park	201	13	2	4	6
Brookhaven Park	71	NA	20	NA	NA
Clack's Corner	3	NA	NA	NA	NA
Fernwood Park	3	NA	3	NA	NA
Georgian Hills Park	30	NA	6	NA	NA
Lynwood Park	169	16	2	10	12
Murphey Candler Park	766	33	5	8	6
Parkside Park	7	NA	3	NA	NA
Skyland Park	67	13	7	NA	9
Ashford Forest Preserve	2	NA	2	NA	NA
Valverde Bridge	2	NA	3	NA	NA
Total	1,986	104	92	29	52

Parks & Recreation Athletics Division Monthly Report September 2022

September Athletic Revenue Brought in \$9,770.00

- Youth athletic programs brought in \$5,750.00
- Athletic fields/gymnasiums rentals brought in \$4,020.00

September 2022 Athletic Activities Currently in season are listed below:

Youth Athletics

- Concorde soccer summer camps.
- Elevate sports academy summer basketball camp.
- Up4Tennis classes and private lessons.
- UTA Tennis leagues and lessons.
- Murphey Candler Baseball spring season ended.
- Murphey Candler Girls Fast Pitch Softball league ended.
- Atlanta Colts Youth Association Football & Cheer has Started.

Adult Athletics:

- Adult Fall softball league play started.
- Adult kickball Fall leagues in progress.
- Up4Tennis spring lessons and classes in progress.
- UTA tennis winter open play, leagues, and lessons at Blackburn Park.

Athletic Participation Summary	Fall 2022
Adult Fall Kickball	550
Adult Fall Softball	980
Adult Fall Football	64
Adult Sand Volleyball	Season Ended
Youth Fall Soccer	725
Youth Football & Cheer (Fall Registration)	965
Youth Fall Baseball	739
Youth Fall Softball	344

Parks & Recreation
Aquatics Division Monthly Report
September 2022

September Aquatics Revenue

- Daily pool admissions/concessions brought in \$1,060.00

September 2022 aquatics activities currently in season as follows:

- The pools closed for the season on September 5th.
- The Splash Pad at Ashford Park remained open through October 2nd.

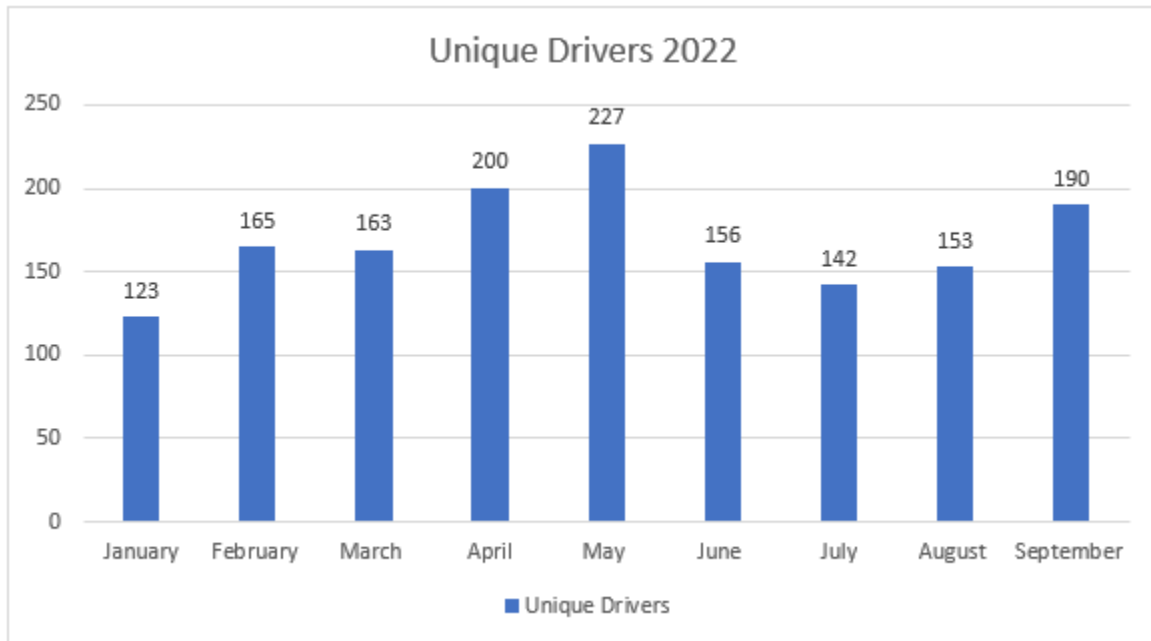
Parks & Recreation
Recreation Division Monthly Report
September 2022

September Recreational Program Revenue Brought in \$5,095.00

- Open Gym brought in \$87.50
- Tennis Court Rentals brought in \$4,175.50
- Up4Tennis Program brought in \$312.30
- Non-Athletic Field Rental brought in \$520.00

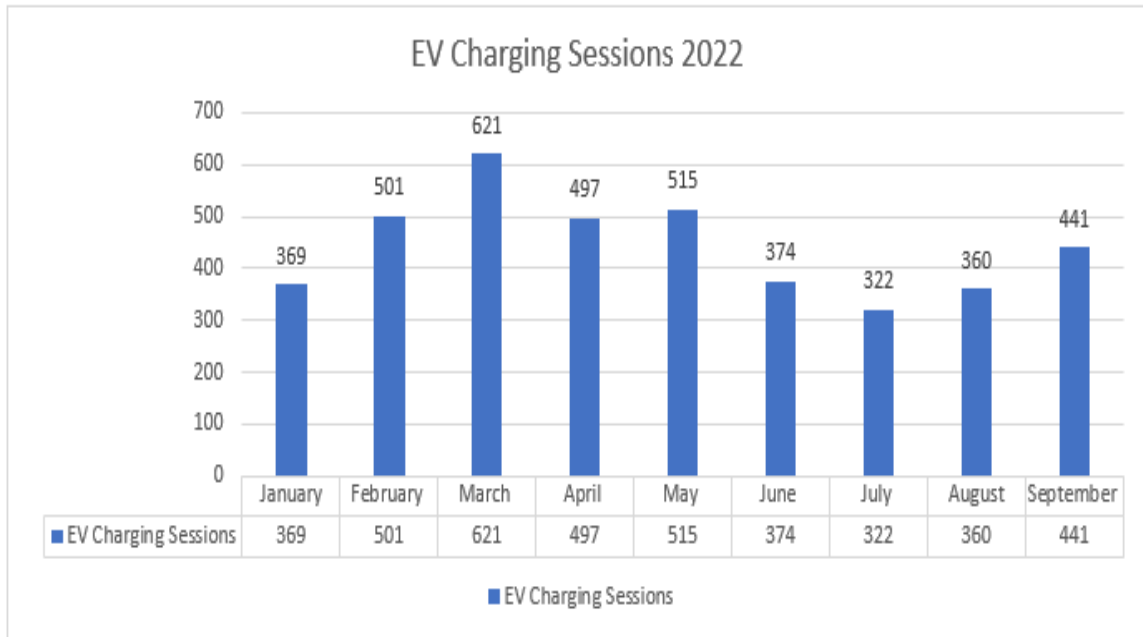
EV Charging Station Monthly Report
September 2022

Unique Drivers: The unique drivers' total shows how many different people have used your charging stations each month. A driver who charges many times in a given month will be counted only once that month.



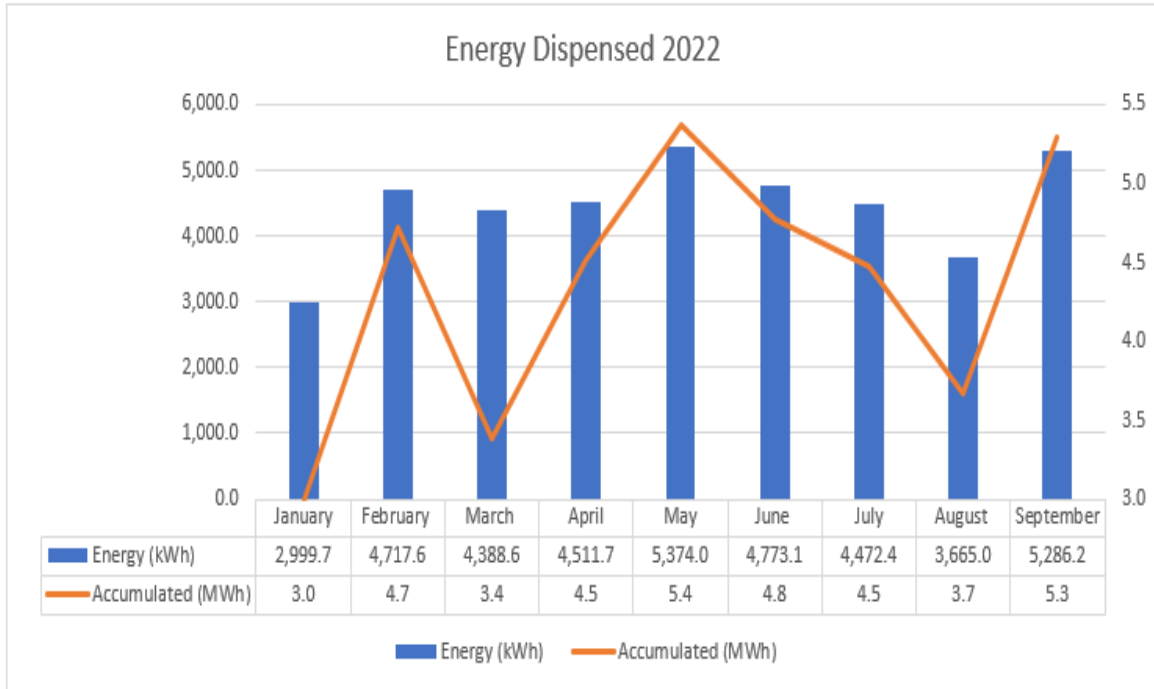
** The EV Charging station at Briarwood Park Recreation was damaged and unusable beginning June 18th.

Sessions: A charging session happens when an EV plugs in and received energy for more than two minutes. A single driver can have multiple charging sessions.



** The EV Charging station at Briarwood Park Recreation was damaged and unusable beginning June 18th.

Energy: This is the amount of energy that has been dispensed by your ChargePoint Stations. Energy is measured in kilowatt hours (kWh) or, when necessary, megawatt hours (MWh).



** The EV Charging station at Briarwood Park Recreation was damaged and unusable beginning June 18th.

- EV Charging has helped the City avoid 83,343 kg in greenhouse gas emissions over the lifetime of City’s EV Charging Stations.
- This avoidance of the greenhouse gas emissions is equivalent of planting 2,137 trees and letting them grow for 10 years.

Police Department September 2022

Support Services

- Community Engagement participated in an event at Congregation on Shalom Touch a Truck Event. Event to celebrate 911 and provide an opportunity to connect with the community.

Support Services

REPORTS	OPEN	Officer Moore	Sergeant Martinez	Total
Incident Reports		0	0	0
Accident Reports		0	0	0
Patrol Assist		0	0	0
Court Assist		4	2	6
Arrests		0	0	0
Citations		0	0	0
Press Releases		0	0	0
Media Interviews		0	0	0
Community Meetings		3	6	9
Meeting Attendees		10	24	34
Community Contacts		8	90	98
Business Contacts		3	12	15

There were numerous media inquiries which were handled in addition to the social media posts.

MONTHLY REPORT: Part-Time Officers	
POP Logged	0
Patrol Shifts	16
Citations	35
Warnings	58
Transport for Courts	29
Arrests	6
Child Safety Seat Install / Teen Driving Classes	0
Shifts Worked	36
Court Service Hours	106
Traffic Enforcement Hours	14
Fleet Service Hours	66
Transport Hours for Uniform Patrol/NET	0
Training Hours	0

Monthly Report: K-9 Officers	Officer Ritch & K9 "Koda"	Sgt Fikes & K9 "Bane"	Officer Nuttall & K9 "Lord"	Officer Roberts & K9 "Max"
Patrol Assist	3	0	194	0
Other Agency Assist	0	0	0	0
Training Hours	8	8	16	168
Search Warrants	0	0	0	0
Citations	0	0	7	0
Warnings	0	0	6	0
Field Interviews	0	0	4	0
Felony Arrests	0	2	0	0
Misdemeanor Arrests	0	3	2	0
City Ordinance Arrests	0	0	2	0
Wanted Person Located	0	0	0	0
K-9 Search (narcotics)	0	6	1	0
K-9 Tracks / Area Search	0	0	3	0
Building Search (for persons)	0	0	0	0
K-9 Related Arrests	0	0	4	0
K-9 Demonstrations / PR	0hr	16hr	0hr	0hr
Currency Seized	\$0.00	\$180,611.00	\$0.00	\$0.00
Marijuana Seized	0.0 grams	3005.0 grams	10.0 grams	0.0 grams
Cocaine Seized	0.0 grams	1000.0 grams	0.0 grams	0.0 grams
Methamphetamine Seized	0.0 grams	02.0 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:** Officer Fikes & K9 Bane are temporarily assigned to the Task Force
- **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	35
Total Citizen Contacts (combined Pedestrian & Traffic Violations)	49
Total Citations Issued	34
Total Warnings Issued	31
Felony Arrests	0
Misdemeanor Arrests	3
Arrest / Released on Copy	2
Wanted Persons Located	1

Additional Activities for Traffic Safety Unit

- Due to the Centers for Disease Control expected increase of COVID-19 infections, the Grant Officer was limited to grant enforcement and education activities during this month.
- The Grant officer was on vacation for a week of this month.

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 anticipating 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.

Criminal Investigations Division

September 2022 - Criminal Investigations Report	
Total Reports Handled	159
Total Reports Cleared	157
Cleared INACTIVE	131
Exceptionally Cleared	
Unfounded	12
Cleared by Arrest	7
Arrest Warrants Obtained	3
Search Warrants Obtained	2
Total Cases “ACTIVE” on September 30, 2022	83

Brookhaven Police Department Activity Summary Report

	July 2022	August 2022	September 2022
Incidents Reported	669	646	604
Custodial Arrests	224	238	207
Accidents	208	192	180
Citations Issued	719	868	713
Residential Security Watches Requested	28	31	17
Field Interviews	40	44	47
Wanted People Apprehended	18	28	20

Brookhaven Police Department Activity Summary Report

	July 2021	August 2021	September 2021
Incidents Reported	704	758	673
Custodial Arrests	244	241	207
Accidents	204	192	197
Citations Issued	1,312	963	1,076
Residential Security Watches Requested	43	21	20
Field Interviews	36	41	54
Wanted People Apprehended	23	29	20



ChatComm 911 September 2022

Executive Overview

911 Answer Time: In September 2022, ChatComm 911 answered 97.6% of all incoming phone calls within ten seconds and 99.9% of all incoming phone calls were answered within thirty seconds.

Call Processing Time: This Month, ChatComm 911 processed 99.4% of all high priority calls for service and 95.5% of all low priority calls for service within sixty seconds.

Monthly Phone Call Volume: For the month of September 2022, ChatComm 911 handled a total of 25,151 phone calls.

- 88.9% (22,365) were incoming phone calls which are treated as potential emergencies and handled as 911 calls regardless of the line the call is received on.
 - 12,564 of those calls were received on the 911 trunks. 2,996 of the 911 calls received were abandoned 911 calls (where the caller disconnects the line prior to speaking with a calltaker).
 - 6,805 calls were received on administrative and alarm lines but treated as 911 calls.
- The remaining 11.1% (2,786) of the phone calls handled by ChatComm 911 in September 2022 were outgoing phone calls.

Overall Phone Call Volume: Since September 2009, ChatComm 911 has answered a total of 3,284,897 incoming phone calls. Of those calls, 2,098,960 (63.9%) were received on 911 trunks and 1,185,937 (36.1%) came in on 10-digit phone lines.

Monthly Incident Volume: ChatComm 911 handled a total of 29,142 incidents in September 2022.

- 55.2% (16,073) of the incidents created were officer-initiated incidents, which include traffic stops, business & residential checks, and other calls created by officers.
- 40.1% (11,691) of the incidents were dispatched incidents.
- The remaining 1,378 (4.7%) of the incidents were transferred via CAD to DeKalb for EMS and Fire Dispatch.
- Sandy Springs incidents comprised 39.1% (11,398) of the total incident volume.
 - 9,301 incidents were Sandy Springs Police Department incidents.
 - 1,101 incidents were for Sandy Springs Fire Rescue.
 - 996 incidents were EMS calls for service in Sandy Springs.
- Johns Creek incidents were 22.2% (6,480) of the total incident volume.
 - 5,662 incidents were Johns Creek Police Department incidents.
 - 459 incidents were for Johns Creek Fire Department.
 - 359 incidents were EMS calls for service in Johns Creek.
- Dunwoody incidents accounted for 11.9% (3,465) of the total incident volume.
- Brookhaven incidents were 22.0% (6,421) of the total incident volume.
- DeKalb Fire and EMS (for the Cities of Brookhaven and Dunwoody) incidents were 4.7% (1,378) of the total incident volume.
 - 761 incidents were Fire calls for service in Brookhaven or Dunwoody
 - 617 incidents were EMS calls for service in Brookhaven or Dunwoody.

Overall Incident Volume: By the end of September 2022, ChatComm 911 handled 4,564,358 incidents since "go-live" in September 2009. 4,033,874 (88.4%) of those were law enforcement incidents; 304,981 (6.7%) of those were fire department incidents; and 225,503 (4.9%) of those were EMS incidents.

EMD & EFD Compliance: For the month of September 2022, 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 September was 96% .
- The Emergency Fire Dispatch QA compliance for September was 98% .

Public Works: September 2022

Major Initiatives Completed

Stormwater Drainage Projects:

- Merriman Lane Storm Rehab
- N.F. Nancy Creek Streambank I
- Nottingham Stormwater Issue
- Sylvan Circle pipe replacement

Major Initiatives in Progress/Upcoming

- N. Fork Nancy Creek Streambank II: Contract with EPD extended to 3/31/23.
- Northeast Expressway MUP: MUP 100% complete. Need street striping and landscaping.
- ST 08 - ADR/Windsor Pkwy Design: Schedule to be extended +/-2 years. Completion 2026. ADR R/W information provided to Chris Balch. Design Consultant also notified. Monthly meeting Wednesday, October 19, 2022. Change Orders submitted. Need additional funds for design.
- ADR/Peachtree Rd Intersection: Poles relocated at intersection. Comcast complete. AT&T relocate complete 9/23. Coord w/GDOT (signalization) Multiple ADD SVS need to go before Council. Signal cabinet equipment.
- Briarwood MUP (west end): AT&T in process of relocating lines, 60 working day commitment. AT&T began work on day 60 Coordinating with DWM and Contractor.
- Peachtree Creek Greenway Phase II: Change order for design approved by Council 7/26. Increase \$737,850.42– Team Meeting 8/22. R/W Consultant? Target R/W authorization by end of calendar year.
- Peachtree Creek Greenway Phase III: Heath & Lineback provided proposal. Additional funding required. \$1.6 million estimate. Patty H to discuss with ARC.
- 2022 / 2023 Paving: 1 bid received – CW Matthews – 3x budget. Evaluating unit costs and bids for each category and comparing to previous years. Project postponed until 2023. Letter to be sent to CW Matthews that project cancelled for this year and to be re-bid in 2023. Preparing new ITB to go out by end of October.

- W. Nancy Creek Bridge: Bridge closed. Bridge design in progress. Local funding SSD Project #1. Demo of bridge approved through executive order and authorized by City Council – 9/27/22.
- ADA Ramps: Bid received from TriScape - \$126,950.00. Council approved 7/26. Start delayed due to lag time in getting concrete. Tentative start date week of 10/10.
- 2021 Paving: Paving Contractor – Allied \$2,995,248.30. Speed humps done, needs striping. LaVista Park corrections complete.
- 2021 Paving – Add SVS: Quote received for Skyland Alleyway - \$99,225.00. Approved by Council on 7/26. Work began 10/3.
- MS4 Inspection and Report – Year 5 of 5
 - Structures – 85% complete as of 9/28/22
 - Conveyances – 74% complete as of 9/28/22
- Caldwell Rd. / Redding Rd. Intersection Improvement – Three Conceptual designs w/ estimates provided.
- Cartecay / Ellijay Drainage Study – Consultant selected. Community meeting to be scheduled
- New City Hall Drainage Evaluation – Consultant selected
- Street Sweeper – delivered August 8, 2022. Training complete. Working on route.
- RFP's – Multimodal Study – Bids received. In review

Ongoing Coordination

- PTOG 5-year Grant coordination w/ PCID.
- RTOP: Monthly meetings with SigOps personnel, City Traffic Engineer.
- PCIDs Public Works Committee - Coordination with PCIDs, Sandy Spring, Dunwoody.
- Buford Hwy Streetscape/Sidewalk Project – No activity.

Meetings Attended/Held

- 09/01/22 – Municipal/CM/PM L-10 Meeting
- 09/01/22 - W. Nancy Creek Drive - Weekly Status Meeting
- 09/06/22 – City of Brookhaven AA Ramps and Sidewalks Project (Walk22 – 110) Pre-Construction Meeting
- 09/07/22 – Meeting to Discuss Crystal Reports
- 09/07/22 – Proposed Buford Highway Streetscapes Project (PI0009400)
- 09/07/22 – 0016056 Ashford Dunwoody Agenda & 2022.08.11 Minutes
- 09/08/22 – Municipal/CM/PM L-10 Meeting
- 09/08/22 – W. Nancy Creek Drive Bridge Weekly Status Meeting
- 09/09/22 – Coffee with Councilwoman
- 09/09/22 – Storm Sewer Repair Meeting
- 09/09/22 – PI# 0016054, I-85/North Druid Hills – GDOT/Brookhaven Coordination Meeting

- 09/09/22 – City of Brookhaven and Atlanta Property Group Meeting
- 09/13/22 – Special Department Head Meeting – Turner Lynch Campus Center
- 09/13/22 – Metro Atlanta Transportation Operators Forum
- 09/13/22 – City Council Work Session
- 09/13/22 – City Council Meeting
- 09/14/22 – Brookhaven/Briarwood Road MUP – Title & Survey Coverage Meeting
- 09/14/22 – Rita’s Cleaners Meeting
- 09/14/22 – SigOps/Brookhaven Status Meeting

ROW Encroachment Permits (including Dumpsters/Road Closures)

- Permits issued YTD: **391**
- Permits issued this month: **50**

Stormwater Performance Measures (OPTECH)

September 2022			
ENTITY GROUP	WORK ORDERS ASSIGNED	COMPLETED WITHIN TARGET TIME FRAME	MONTHLY PERFORMANCE PERCENTAGE
Priority 1	1	0	0%
Priority 2	0	0	0%
Priority 3	4	2	50%
Total	5	2	40%

Maintenance Work Performance Measures (OPTECH)

September 2022			
ENTITY GROUP	WORK ORDERS ASSIGNED	COMPLETED WITHIN TARGET TIME FRAME	MONTHLY PERFORMANCE PERCENTAGE
Priority 1	0	0	0%
Priority 2	11	6	55%
Priority 3	7	4	57%
Total	18	10	56%

CIP Performance Measures (LOWE)

SIDEWALK: YEAR TO DATE		
Number of Sidewalks funded by Council in 2022	Number of Sidewalks completed in 2022	ANNUAL PERFORMANCE PERCENTAGE
0	0	0%

Service Request

2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Curb and Gutter	9	8	8	10	6	6	5	7	7				66
Downed Lines	1	1	1	0	0	1	0	2	0				6
Pavement/Pothole	18	20	29	29	18	15	22	27	15				193
Right of way/Trash	1	5	7	3	4	3	7	7	0				37
Sidewalk	3	3	3	3	8	2	3	8	2				35
Stormwater	9	5	5	11	8	8	22	14	8				90
Streetlights	11	4	5	6	2	2	0	4	4				38
Street Sign	6	12	9	8	12	12	7	3	7				76
Street Striping	0	1	0	1	2	0	0	1	0				5
Traffic Signal	6	4	8	1	5	5	1	3	4				37
Trees	0	0	0	0	0	0	16	2	9				27
Total Service Requests	64	63	75	72	65	54	83	78	56				610

Completed Work Orders

2022	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	1	0	0	2	1	0	2	2	5				13
Curb Repairs	6	4	4	15	10	3	8	5	6				61
Potholes	0	12	4	12	4	4	4	4	4				48
Patching	5	5	2	4	3	1	0	0	2				22
Street Lights	0	1	0	1	0	0	0	0	1				3
Signs	0	2	7	10	11	3	0	3	5				41
Traffic Signals													
Signal Repairs	1	3	4	12	4	7	4	7	8				50
ROW Maintenance													
Striping	0	0	1	0	0	0	0	0	0				1
Tree Removal	4	2	0	1	1	2	1	3	4				18
ROW Maintenance	6	7	5	11	4	13	0	3	13				62
Stormwater													
Stormwater	6	52	26	27	13	10	7	5	14				160
Total work orders	29	88	53	95	51	43	26	32	62	0	0	0	479

Finance: September 2022

The September 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 1st quarter of year with other utilities remitting quarterly), (3) business and occupational taxes (renewals are due April 30th), (4) insurance premium tax and fees (collected and remitted by State; Oct 15th), 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 September 2022 were \$1,847,325 higher than they were this time last fiscal year. Licenses & Permits decreased by \$1,393,398 compared to this time in the prior year primarily due to hospital building & trade permits issued in 2021 to the Children’s Healthcare of Atlanta. Property Tax increased by \$2,443,761 compared to this time in the prior year because of timing in collection. Business and occupational taxes increased by \$449,331 due to timing of alcohol and business license renewal revenue recognition compared to last year. Fines and Forfeitures increased by \$100,492 than they were this time last fiscal year. This is primarily due to an increase in Municipal Fines and Forfeitures.

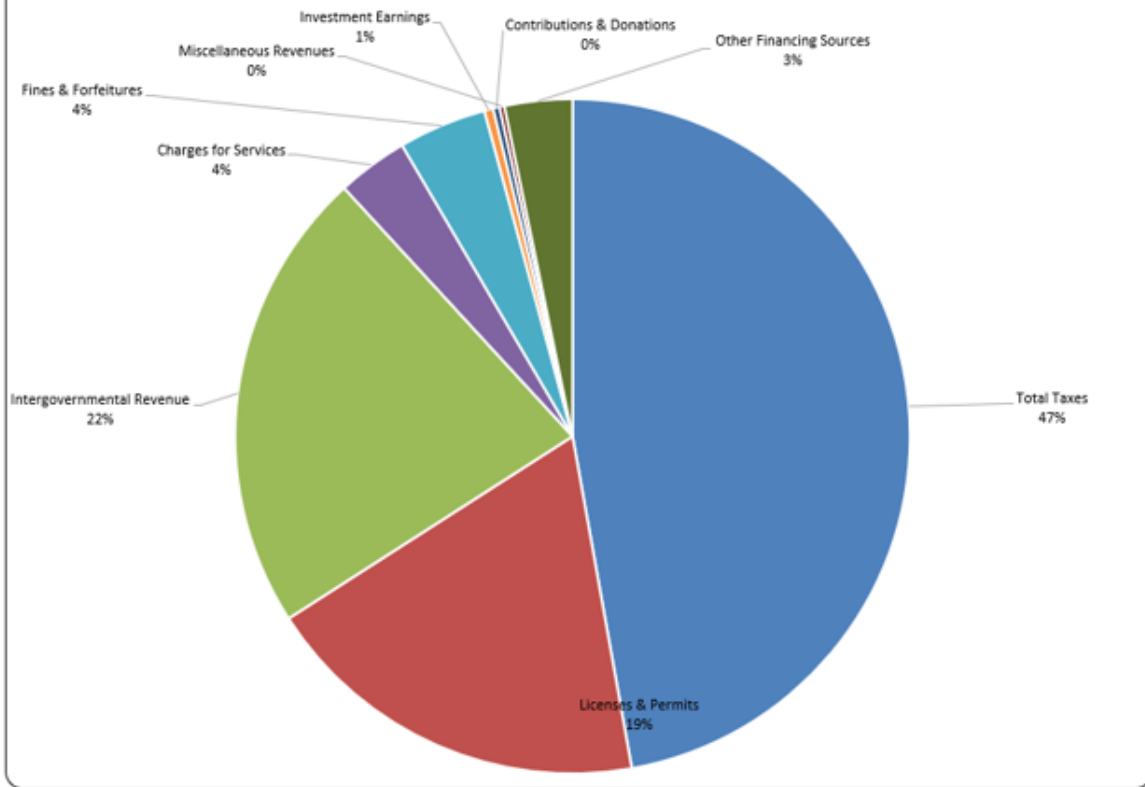
General Fund expenditures increased compared to last year at this time by \$5,488,578. This is primarily due to land acquisitions. The General Government expenditures increased by \$279,604 compared to the previous fiscal year at this time due to increases in expenditures in City Manager’s Office and Finance Departments related rentals, and other purchased services. Housing and Development expenditures increased by \$4,448,387 compared to this time in the prior year primarily due to the purchase land (2665 Buford Hwy). Expenditures for Public Safety increased by \$400,742 mainly due to the purchase of machinery and equipment. Culture and Recreation expenditures increased by \$568,814 compared to this time in the prior year due to land acquisition. Economic Development decreased by \$329,909 due to a decreased in professional services expenditures.

City of Brookhaven
BUDGET COMPARISON REPORT - GENERAL FUND - REVENUES
For The Month Ended September 30th, 2022

	2021 Amended Budget	2021 YTD Transactions	2022 Amended Budget	2022 YTD Transactions	Variance from Budget	% of Annual Budget
Property Tax	\$ 11,126,097	\$ 1,258,563	\$ 11,275,339	\$ 3,702,324	\$ (7,573,015)	32.84%
Motor Vehicle Tax & Title Ad Valorem Tax	689,850	1,346,403	1,310,000	1,409,484	99,484	107.59%
Recording Intangible Tax	120,643	173,220	125,000	124,737	(263)	99.79%
Real Estate Transfer Tax	53,338	50,469	50,000	63,917	13,917	127.83%
Franchise Tax	3,625,000	627,863	3,540,000	606,590	(2,933,410)	17.14%
Alcoholic Beverage Excise Tax	1,196,398	872,465	1,266,690	917,107	(349,583)	72.40%
Energy Excise Tax	172,811	70,632	175,000	129,167	(45,833)	73.81%
Motor Vehicle Rental Excise Tax	150,000	37,320	15,000	34,463	19,463	229.75%
Business & Occupational Tax	1,800,000	1,370,444	1,530,000	1,819,775	289,775	118.94%
Insurance Premium Tax	3,798,917	25,900	4,025,600	40,550	(3,985,050)	1.01%
Financial Institutions Tax	67,734	41,741	67,734	66,360	(1,374)	97.97%
Penalties & Interest	65,992	39,541	20,000	99,377	79,377	496.88%
Total Taxes	22,866,780	5,914,562	23,400,363	9,013,850	(14,386,513)	38.52%
Licenses & Permits	3,133,000	4,971,157	4,548,544	3,577,759	(970,785)	78.66%
Intergovernmental Revenue	196,739	4,432,317	-	4,249,290	4,249,290	0.00%
Charges for Services	478,873	485,292	408,450	650,559	242,109	159.28%
Fines & Forfeitures	1,225,000	705,788	1,076,403	806,280	(270,123)	74.91%
Investment Earnings	50,000	38,673	35,000	81,594	46,594	233.12%
Contributions & Donations	-	27,050	20,938	58,323	37,386	278.55%
Miscellaneous Revenues	361,000	64,919	111,000	45,240	(65,760)	40.76%
Other Financing Sources	8,564,450	614,618	15,003,450	618,805	(14,384,645)	4.12%
TOTAL REVENUES	\$ 36,875,842	\$ 17,254,377	\$ 44,604,148	\$ 19,101,701	\$ (25,502,446)	42.82%

* Investment Earnings to be distributed to the appropriate funds at the end of each quarter

GENERAL FUND REVENUES BY SOURCE (September 30th YTD)

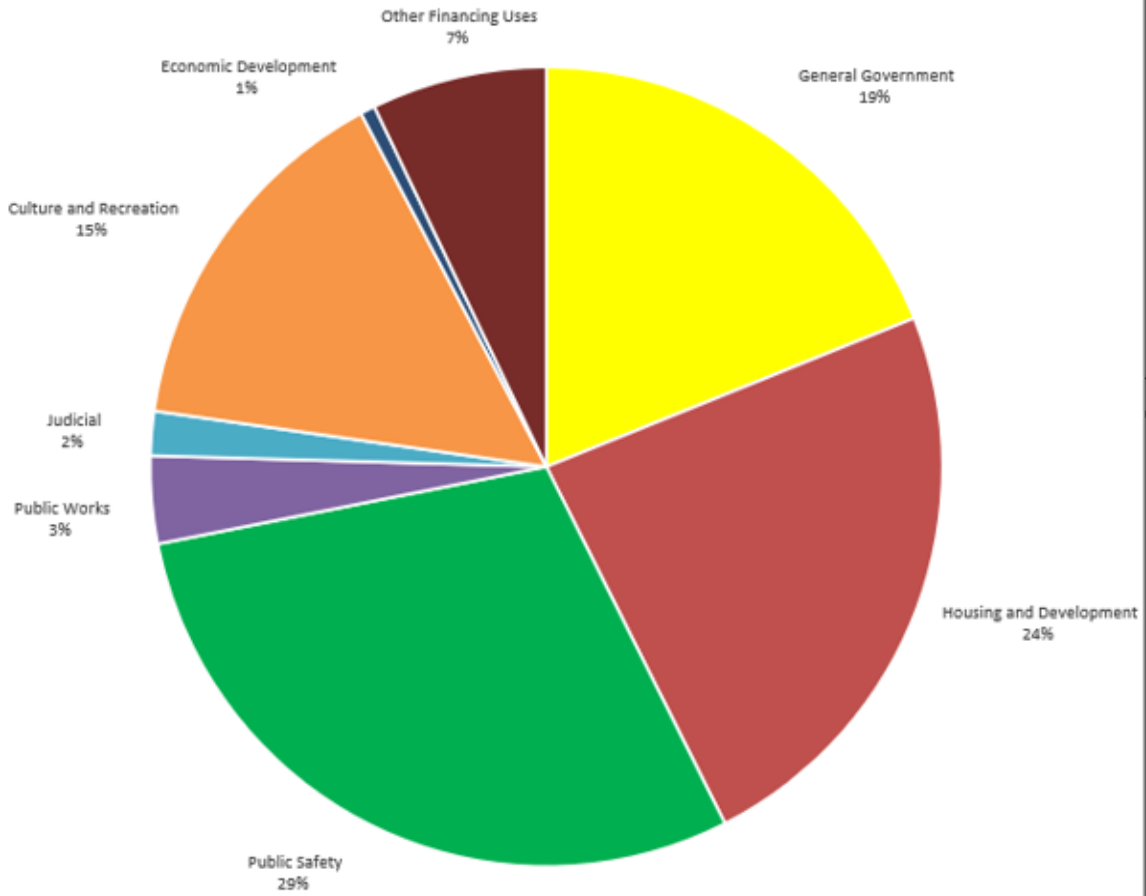


City of Brookhaven - YTD through September 30th, 2022

Budget Comparison for General Fund Expenditures

Governmental Function	2021 Amended Budget	2021 YTD Transactions	2021 Amended Budget	2022 YTD Transactions	Variance from Budget	% of Annual Budget
General Government	\$ 7,837,247	\$ 5,421,913	\$ 5,711,950	\$ 5,701,518	\$ 10,432	99.82%
Housing and Development	4,326,330	2,661,408	9,562,159	7,109,795	2,452,364	74.35%
Public Safety	11,721,667	8,435,573	11,881,700	8,836,315	3,045,385	74.37%
Public Works	1,615,554	931,105	1,709,942	1,065,395	644,547	62.31%
Judicial	1,034,261	533,160	565,735	538,247	27,488	95.14%
Culture and Recreation	5,046,191	3,952,596	8,579,600	4,521,410	4,058,190	52.70%
Economic Development	506,316	511,072	240,544	181,163	59,381	75.31%
Other Financing Uses	4,788,276	2,171,190	6,352,518	2,152,753	4,199,765	33.89%
TOTAL EXPENDITURES	\$ 36,875,842	\$ 24,618,018	\$ 44,604,148	\$ 30,106,596	\$ 14,497,552	67.50%

GENERAL FUND EXPENDITURES BY GOVERNMENTAL ACTIVITY
(September 30th, 2022 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, 2021		<u>\$165,737</u>
Receipts	\$60,910	
Disbursements	\$50,473	
Balance at 9/30/2022		<u>\$176,174</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 9/30/2022	<u>\$202,974</u>
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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 2021	Receipts	Disbursements	Balance 9/30/2022
Explorer Program	\$ 10,041	\$ -	\$ -	\$ 10,041
Shop with a Badge/Cop	24,765	29,494	(6,668)	47,591
General PD Donations	11,331	100	-	11,431
K9 Donations	10,075	14,835	(7,400)	17,510
Police Bike Fund	1,627	-	(4,288)	(2,661)
Support Services	10,000	-	-	10,000
Totals	<u>\$ 67,838</u>	<u>\$ 44,429</u>	<u>\$ (18,356)</u>	<u>\$ 93,912</u>