



**TO:** Mayor and City Council  
**FROM:** Christian Sigman, City Manager  
**DATE:** November 15, 2023  
**SUBJECT:** **October 2023 Departmental Highlights**

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

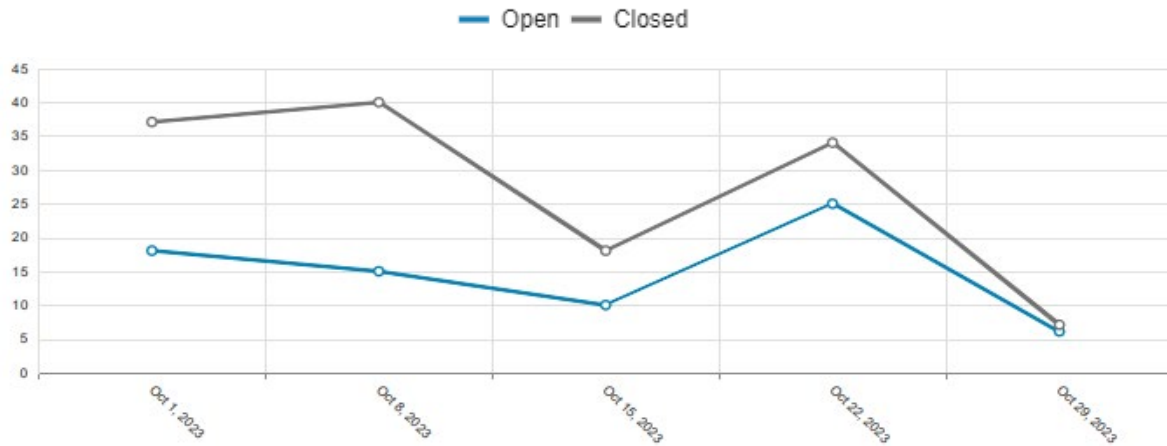
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## BROOKHAVEN CONNECT METRICS: OCTOBER 2023

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

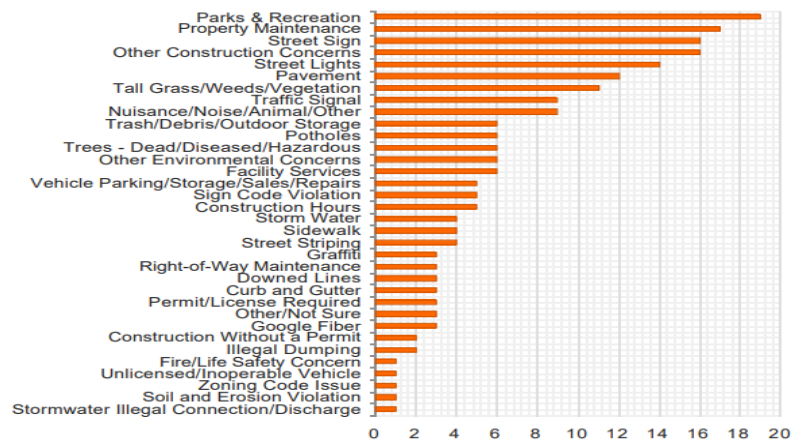
### Open /Close by Day



### Statistics

- Of the 210 service requests that were created, 136 have been closed (this includes duplicate requests) with 74 remaining open the month of October.
- Total requests that remain open since the beginning of the year is 147, this includes the month of October.
- To date, there are 3,545 registered Brookhaven Connect users; this represents an increase, of 417 users since the beginning of the year.

### Request Type

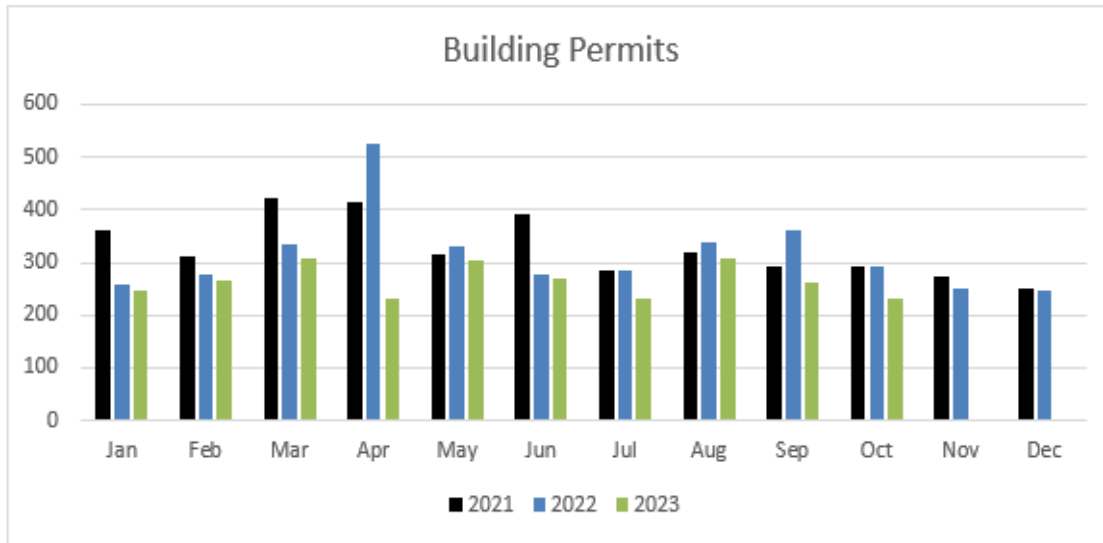


**CITY MANAGER MONTHLY AUTHORIZATION REPORT: OCTOBER 2023**

The Purchasing Policy updated by the Mayor and City Council in February 2023 authorizes the City Manager to enter into contracts or agreements and any associated change orders above the \$9,999.00 departmental approval limit but not exceeding amounts above \$100,000.00. Amounts above \$100,000.00 require the City Council’s approval. Below is a list of contracts or agreements within the City Manager’s approval range for this month:

Date Approved	Vendor	Amount	Services / Product	Funding Source
4-Oct-23	Danceando Promotions	\$29,500.00	Provide the 24'x32' stage with roof, audio sound, and powered generator equipment for the International Festival.	Communication Department
6-Oct-23	Danceando Promotions	\$16,000.00	Manage the stage logistics for two days. Provide tents for tall the performers of the International Festival.	Communication Department
12-Oct-23	KOMPAN, Inc	\$14,630.00	Install the new Nrp custome play castle at Murphey Candler Park	Parks & Recreation Department

**COMMUNITY DEVELOPMENT: OCTOBER 2023**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
All	238	259	304	230	297	265	226	301	255	226			2,601
New Single Family	9	7	4	1	5	4	4	7	7	6			54
New Multi Family	0	0	0	0	0	0	0	0	0	0			0

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
All	247	266	321	517	325	264	264	335	355	287	239	236	3,656
New Single Family	11	10	12	10	5	13	19	5	5	7	10	10	112
New Multi Family	0	0	0	0	0	0	0	0	0	0	0	0	0

	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 BOA/Variances Filed in October 2023			
File #	Address	Scope	Hearing Date
VAR23-00036	1094 Oakland Trace	Rear setback reduction and impervious coverage increase	11/15/23
VAR23-00037	3794 Ashford Dunwoody Road	Stream buffer reduction and grading and filling in floodplain	11/15/23
VAR23-00038	1390 North Druid Hills Road	Fence height increase	11/15/23

Community Development BOA/Variances Heard in October 2023				
File #	Address	Scope	Hearing Date	Action
VAR23-00030	1151 Gail Drive	Front paved area increase, and retaining wall setback reduction	10/18/23	Approved with Conditions
VAR23-00034	1615 Dresden Drive	Front street setback and rear setback reduction	10/18/23	Denied
VAR23-00035	1033 West Nancy Creek Drive	Rear and side setback reductions	10/18/23	Deferred to 12/20/23

Community Development Rezoning Filed in October – None				
File #	Address	Scope	PC Hearing Date	CC Hearing Date
N/A				

Community Development Rezoning Heard in October 2023						
File #	Address	Scope	PC Hearing Date	PC Rec	CC Hearing Date	CC Rec
LUP23-00011/ LUP23-00012	2751 Buford Highway	Rezone to O-I with concurrent variances and special land use permit for household living	10/4/23	Recommended Favorably with Conditions	10/24/23	Approved with Conditions
TA23-12		Amendment to Lodging	10/4/23	Recommended favorably	10/24/23	Approved

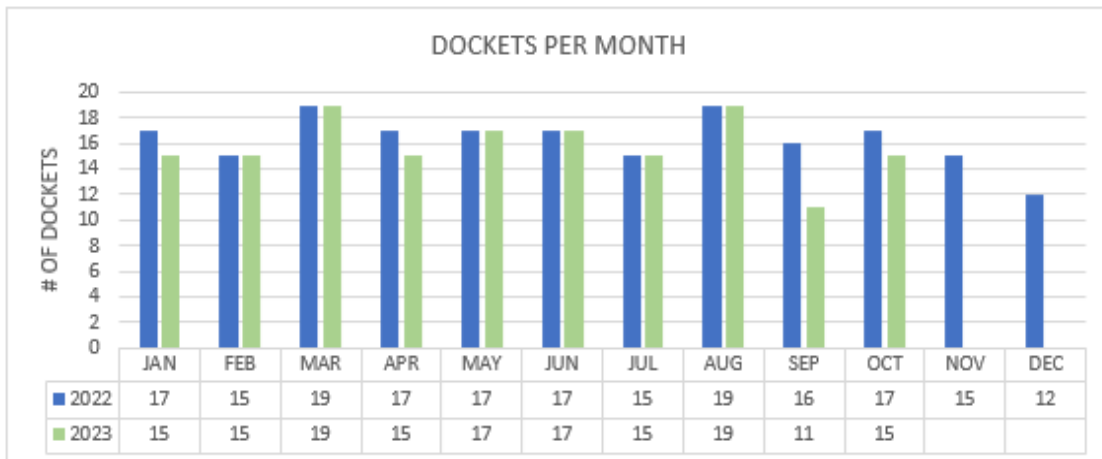
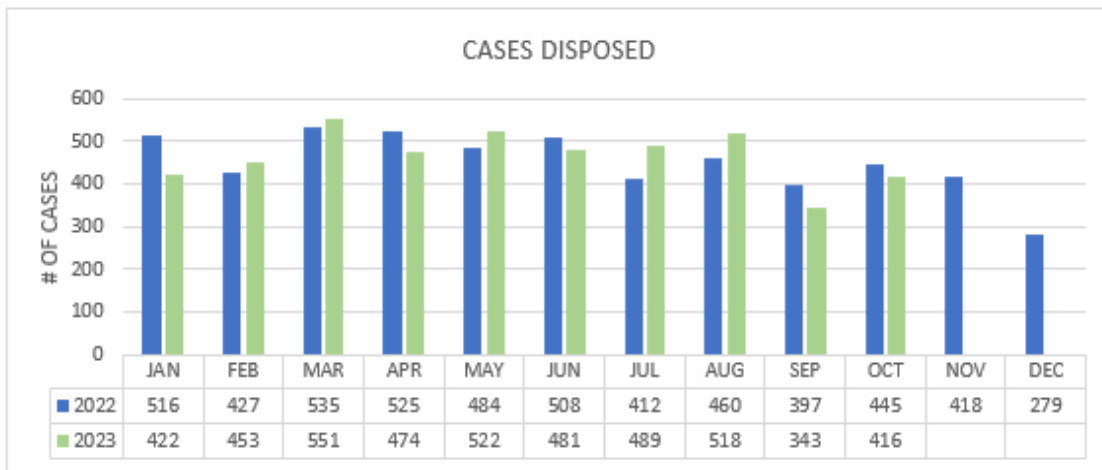
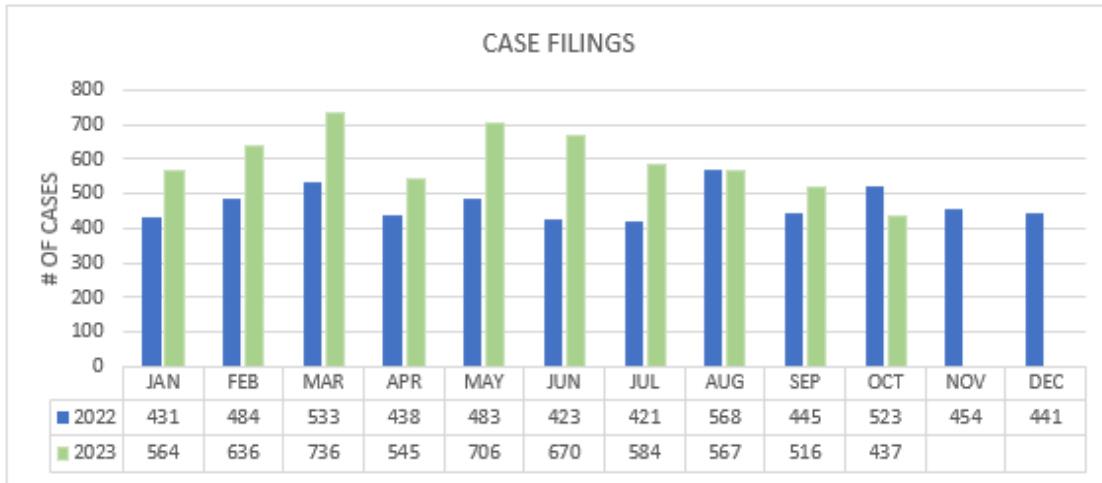
Code Enforcement Activity October 2023	
Inspections & Follow-ups	1,918
Violations	372
Violations Created Per Day	17 per day
Courtesy Warnings/Placards	51
Residential Citations	1
Commercial Citations	0
Total Street Miles Patrolled	2,376
Total Requests Created	96
<i>Department-Generated Inspections</i>	10
<i>Brookhaven Connect/CitySourced Requests Created (public generated)</i>	86
Brookhaven Connect/CitySourced Requests Received / In Process	22
Brookhaven Connect/CitySourced Requests Closed / Abated / Duplicated / Not an Issue	64
Average # of Reports Created per Day	3
Average # of Reports Closed per Day	2
Average Time to Close	4 days
Signs Removed	230

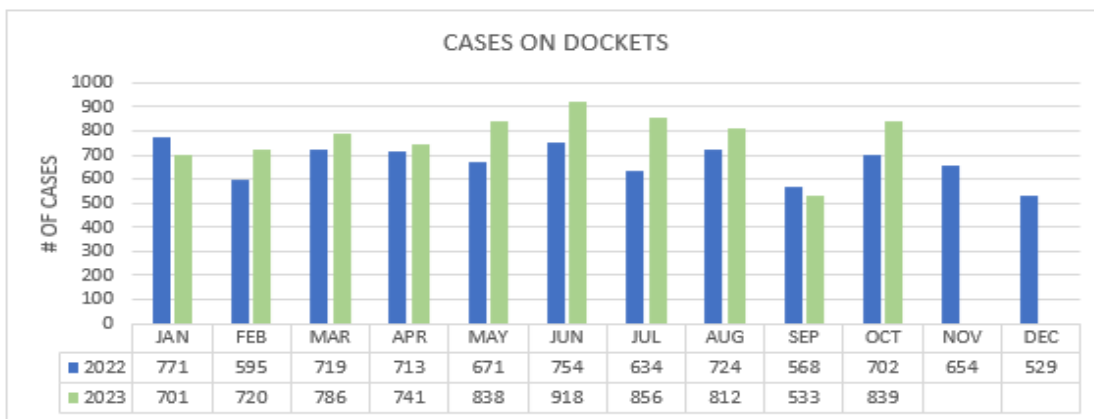
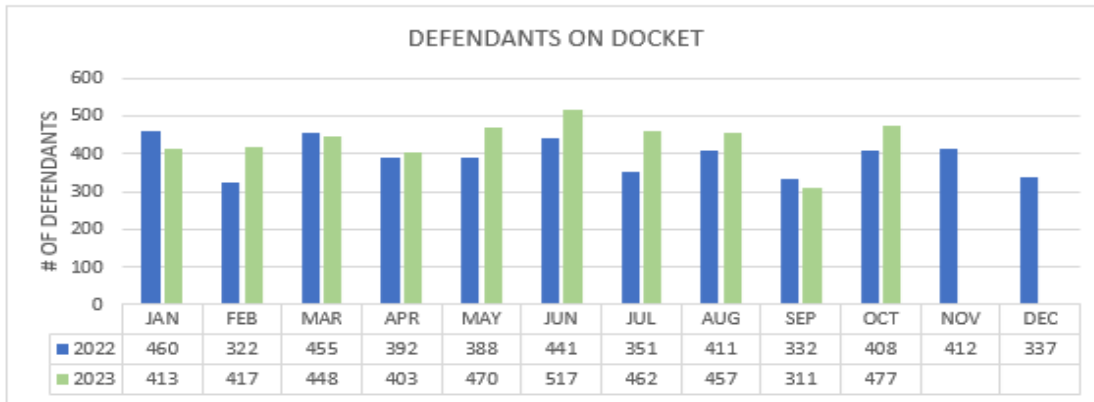
Building Inspection Activity October 2023	
Plan reviews	94
Building inspections	631
Building inspections percent pass/fail	77%/23%

Fire Marshal Activity October 2023	
Plan reviews	91
Inspections	77
Inspections percent pass/fail	99%/1%
Existing/Mandated Business inspections	43
Existing/Mandated Business inspections pass/fail	23%/77%

Key Land Development Activity/Review October 2023	
Land Development Enforcement & Inspection Activity	
Tree removal permits	70
Stop Work Orders issued	5
Courtesy warnings issued (Notice of violation)	12
Environmental Inspections	339
Environmental Court Summons – None	0
N/A	

**MUNICIPAL COURT: OCTOBER 2023**





### Court Collections & Agencies Payments

Base Fine	\$ 74,308.03
Contempt Charge	\$ 723.00
Processing Fee	\$ 12,027.88
Cash Bonds	\$ 40,807.58
Indigent App Fee	\$ 0.00
Revenue Collected-Diverse Agencies	\$ 27,887.89
Pre-Trial Fee	\$ 35.00
CB-Applied	\$ 7,908.00
Bond Forfeiture	\$ 0.00
Overage	\$ 0.00
Restitution	\$ 0.00
NSF	\$ 0.00
MISC	\$ 0.00
<b>Monthly Cash Collections</b>	<b>\$ 163,697.38</b>
Paid to Diverse Agencies	\$ 27,887.89
Cash Bond Refunds/Returned	\$ 1,736.00
Overage Refund	\$ 0.00
Restitution Paid	\$ 0.00
<b>Total Paid Out</b>	<b>\$ 29,623.89</b>
<b>NET</b>	<b>\$ 134,073.49</b>



**CITY CLERK OFFICE: OCTOBER 2023**

<b>Legislative Activities</b>	<b>October 2023</b>	
	Open Record Requests Completed	48
	Agendas/Agenda Packets Managed (City Council, Audit Committee, Development Authority, Charter Commission, Brookhaven Finance Corporation, Facilities Authority, and Urban Redevelopment Agency)	3
	Minutes Composed (City Council, Development Authority, Brookhaven Finance Corporation, Urban Redevelopment Agency, and Facilities Authority)	3
	Executive Sessions Held (City Council and Development Authority Only)	2
<b>Ordinances/No.</b>	<b>October 2023</b>	<b>Appr. Date</b>
ORD 2023-10-01	Revised Combination Plat for City Hall—MARTA Acknowledgment	10/10/2023
ORD 2023-10-02	Amend Budget Fiscal Year from General Fund Supplemental Communications Services for Finance Technical Changes (Lenz) \$72,000.00	10/10/2023
ORD 2023-10-03	Amend Budget Fiscal Year 2023 SSD and Urban Redevelopment \$35,000.00 for I-85 Vehicular Bridge Project	10/10/2023
ORD 2023-10-04	Amend Chapter 14 Land Development Article IV Post Construction Stormwater Management	10/24/2023
ORD 2023-10-05	Amend Section 18-3 Obstruction and Interference of Chapter 18 Code of the City of Brookhaven	10/24/2023
ORDRZ 2023-10-06	Amend Chapter 27 Zoning, Section 27-629 Lodging of the Code of the City of Brookhaven	10/24/2023
ORDRZ 2023-10-07	LUP23-00011 and LUP23-00012 Land Hill, LLC 2751 Buford Highway rezone property from M (Industrial) to O-I (Office-Institution)	10/24/2023
<b>Resolutions/No.</b>	<b>October 2023</b>	<b>Appr. Date</b>
RES 2023-10-01	Appointment of Chris Hardman to the Brookhaven Convention and Visitors Bureau	10/24/2023
RES 2023-10-02	Appointment of Juan Calle to the Brookhaven Convention and Visitors Bureau	10/24/2023
RES 2023-10-03	Approved 2024 Calendar Year Holiday Schedule and Normal Business Hours for City Operations and City Employees	10/24/2023

<b>Contracts/Agreements Approved by Council</b>	<b>October 2023</b>	<b>Appr. Date</b>
Finance	Surplus Fourteen Police Vehicles and Donate Four Vehicles to Reinhardt University	10/10/2023
Strategic Partnerships and Communications	Agreement Between Mercer University and City of Brookhaven for Services at the Brookhaven International Festival	10/10/2023
Public Works	Michael Baker International \$542,761.71 for Design Services for the Proposed Pedestrian Bridge Over I-85	10/24/2023
Public Works	Response Environmental and Site Services \$195,000.00 for Stormwater Rehabilitation Project on Stratfield Drive	10/24/2023
<b>Appointments</b>	<b>October 2023</b>	<b>Appr. Date</b>
Brookhaven Convention and Visitors Bureau	Chris Hardman	10/24/2023
Brookhaven Convention and Visitors Bureau	Juan Calle	10/24/2023
<b>Proclamations / Presentations</b>	<b>October 2023</b>	<b>Date</b>
	Energy Efficiency Day, the first Wednesday in October	10/04/2023
	Brookhaven Arts and Humanities October 2023	10/24/2023
	Presentation on the Exemption Freeze Referendum	10/24/2023
<b>Plans, Studies, Reports, and Policies Approved by Council</b>	<b>October 2023</b>	<b>Appr. Date</b>
	2024 Mayor and Council Scheduled Meetings	10/24/2023

## Open Records Request Completed – City Clerk Office: October 2023

Date of Request	Request #	Name	Description
9/22/2023	PRR-479-2023	Sarah Zeeman	Documentation Stormwater Pipe Excavation Osborne near Grove Street.
9/22/2023	PRR-478-2023	Sarah Zeeman	Two Excavations Sunken Corner Osborne and Grove Street.
9/25/2023	PRR-486-2023	Brendan Keefe	Records of Monies or Assets Sent from the City of Brookhaven and the Brookhaven Police Department to US Department of Justice Assets Forfeiture Fund, Office of National Drug Control Policy, Atlanta-Carolinas High Intensity Drug Trafficking Area, and/or the Drug Enforcement Administration between June 1, 2022, and the present day.
9/27/2023	PRR-492-2023	David Kiefer	Affidavits executed by the Mayor, and City Council members during 2022.
9/27/2023	PRR-493-2023	Laura Thomson	Survey of Property 3828 Chamblee Dunwoody Rd.
9/29/2023	PRR-494-2023	J. Gregory Wilson	2265 Drew Valley Road Drainage Basin, Stormwater Flow and Design Construction Documents for Briarwood Park.
9/29/2023	PRR-495-2023	Sophia Choi	Line-Item Budget for the City, along with the Bond Rating, recent Audited Financial Statement, and list of Long-Term Debts.
10/2/2023	PRR-496-2023	Adewale Odukale	Police Officer R. Hansen 23-003295 Records.
10/2/2023	PRR-497-2023	Stefani Daub	List of all Building Permits (Commercial and Residential) Issued between 9/1/23 and 9/30/23.
10/2/2023	PRR-498-2023	Myles Powell	Brookhaven Police Department Public Hazard Bond.
10/2/2023	PRR-499-2023	Noopur Srivastava	Plans for 4330 Peachtree Road NE Suite #440.
10/3/2023	PRR-500-2023	Si Morris	Name and Phone Numbers for New Business Licenses for September.
10/3/2023	PRR-501-2023	Shivani Vanga	Records related to uncashed checks, accounting records of property tax overpayments, include claims forms, affidavits, or instructions for reissuance.
10/3/2023	PRR-502-2023	Shannon Zimmerman	Documents, photos, reports concerning 3834 Fox Glen Court NE, Code Enforcement Citations and Case numbers.
10/4/2023	PRR-503-2023	Zach Hansen of AJC	Copy of policy, procedure, manual governing, schedule of review by Brookhaven Development Authority, audits, and reports of multi-family residential properties.
10/4/2023	PRR-504-2023	S. K. Mubeen	Copy of City Arborist records and case file 3229 Barkside Court.
10/4/2023	PRR-505-2023	Bambi Lane	Police case Kevon Watkins Macon, Georgia.
10/4/2023	PRR-506-2023	Alexander B. Evans	Historical records on sewer line 1660 Runnymede Road.
10/6/2023	PRR-507-2023	Doug Griffin	Records Land Development Permit 15BH-LDP-00005R3 Telford Drive.
10/6/2023	PRR-508-2023	Robin Davis	September Permit Report 2023.
10/6/2023	PRR-509-2023	Gabriel Ishalov	Need contact information of the owner 1694 Harts Mill Road Permit # DM23-00039.
10/9/2023	PRR-510-2023	Inv. J.M. Clauss #629	Background investigation on Edwin Sutton.

10/9/2023	PRR-511-2023	Tori Patterson	As builds on multiple units Doublegate Drive, Preswick Court NE, Coventry Drive, and Pembroke Drive.
10/10/2023	PRR-512-2023	J D Clockadale	Records for 3188 Lanier Drive bad drainage, stormwater, and the city's response.
10/11/2023	PRR-513-2023	Puja Fitzpatrick	Plans for construction at 1226 Kendrick Road NE.
10/11/2023	PRR-514-2023	Brian Murphy	Code enforcement documentation for trees at 3368 Ashford Dunwoody Road.
10/11/2023	PRR-515-2023	Angela Joy Nemeth	All adult traffic and ordinance cases disposed during August 1 through September 30, 2023.
10/12/2023	PRR-516-2023	Tiffany Edgeman	List of all new businesses licensed from 9/1/2023 through 9/30/2023.
10/12/2023	PRR-517-2023	Anna Szatkowski	POST records for Officer V. Bik (0346), records, and certifications.
10/13/2023	PRR-518-2023	Michael Duchock	Change history showing previous versions for the Code of the City of Brookhaven, Chapter 18, Article I, Section 18-3.
10/16/2023	PRR-519-2023	Mark Frost	Contracts between the City of Brookhaven and primary contractor(s) for construction of the City Hall project.
10/16/2023	PRR-520-2023	Robert Moseley	Speed humps on Sheridan Road NE, how many, on what roads, itemization of costs for additions, and geographical area that Brookhaven levied fees.
10/18/2023	PRR-521-2023	Tami Boren	Vendor agreement for administration/scheduling of City of Brookhaven Police Officers off-duty employment details.
10/19/2023	PRR-522-2023	Justin Porter	Documents for sign permit 305 Brookhaven Avenue., specifically for building sign on West and North elevations.
10/19/2023	PRR-523-2023	Cedrick Smith	Builders plans and specifications for parcel 18-303-05-007 1197 Chambord Way.
10/19/2023	PRR-524-2023	Marguerite Kissling	Copies of zoning, building, or fire code violations as well as any site plans and certificates of occupancy from 2019 to present for 3078 Clairmont Road.
10/20/2023	PRR-526-2023	Evan Cummings	Copy of sewer and water map, copy of request for tree removal for 1863 Colt Drive.
10/21/2023	PRR-527-2023	Ramsha	Copy of contracts between Brookhaven and Redspeed related to speed enforcement program.
10/23/2023	PRR-528-2023	Chris Coleman	Looking for code that has been violated against property next door to 1500 La Vista Road.
10/24/2023	PRR-529-2023	Marie Miller	Copy of police report for accident 10/21/2023 involving Loretta Kpentey.
10/24/2023	PRR-530-2023	Leo Richards	List of new business and/or liquor license granted from August 1 through October 23, 2023.
10/25/2023	PRR-531-2023	Tyler Kreh	Zoning, building, and fire code violations 1322 and 1335 Briarwood Road, include certificates of occupancy, zoning use permits, variances, or site plans.
10/25/2023	PRR-532-2023	Jose Reyes	Blueprints for 3196 Osborne Road NE.
10/25/2023	PRR-533-2023	Joshua Ritz	1236 Executive Park Drive current and historical building permits, certificates of occupancy, date of construction, sewer and water connection, hazardous materials, code, and fire violations.
10/25/2023	PRR-534-2023	Joshua Ritz	Duplicate of PRR-533-2023 requesting same information.
10/25/2023	PRR-535-2023	Michelle Friedman	Copy of 2023 business license for KODAK Film Lab 6 W Druid Hills Drive NE.
10/26/2023	PRR-536-2023	Demeitrius Wright	Open code enforcement violations or open building code violations for 3078 Clairmont Road NE.
10/30/2023	PRR-540-2023	Lou Cataland	Police records arrest Brian Kelly
			Total completed: 48

**COMMUNICATIONS DEPARTMENT ACTIVITIES: OCTOBER 2023**

- Fall Newsletter distributed to 11,000 homes via Reporter Newspapers.
- International Festival planning, logistics and promotions, and staffing.
- Promoted, planned, and staffed Paint the Park.
- Promoted, planned, and staffed Little Amal visit to Brookhaven.
- Promoted, planned, and staffed Hispanic Heritage activities.
- Promoted and photographed Pick a Playground and Doggy Dip Day.
- Planned, promoted, and staffed City Hall Groundbreaking.
- Coordinated and staffed Mondays with Madeleine.
- Photographed Touch a Truck.
- Promoted Multimodal Study.
- Promoted Ashford Dunwoody/Windsor Pkwy roundabout survey.
- Coordinated and staffed District 4 Town Hall.
- Created special Brookhaven’s Eblast for Election Day/Early Voting.
- Staffed City Council meetings.
- Responded to various media requests.
- Press releases, e-blasts & notifications:
  - Touch a Truck
  - City Hall/City Centre Groundbreaking
  - Equitable Dinners
  - City Council preview 10-10
  - Multimodal open house
  - Early voting
  - Mondays with Madeleine
  - Ashford Dunwoody/Windsor Parkway public input
  - Briarwood Park Groundbreaking
  - Weekly eblasts

**Engagement Report**

	Posts	Subscribers	Subscriber growth (1 month)
E-blasts /press releases	16	4,908	+5
Facebook	177	10,713	+116
Facebook (Spanish)	28	496	+6
Twitter	97	4,585	+19
Next-door	29	27,478	+201
Instagram	164	4,607	+103
Instagram (Spanish)	5	794	+4
Brookhaven Alert	8	4,505	+186

**CONVENTION AND VISITORS' BUREAU: OCTOBER 2023**



- Renée Areng attended Destinations International Fall Learning Summit in Little Rock, Arkansas. Renee Areng served as the Master of Ceremony for the Equity Diversity Inclusion Summit.
- Renée Areng attended Dare to Lead Retreat in Ocean Springs, MS.
- Coordinating with The Sizemore Group on the kitchen and meeting space design for City Hall.
- Creating Brand Ambassador training videos to launch in 2024.
- Explore Brookhaven *"Punching above Weight Class."*
  - Benchmark of Excellence Certification - Gold Standard
  - Presented on Diversity Equity and Inclusion to three national organizations on Explore Brookhaven branding in progress
  - Appointed to Destinations International Board of Trustees
  - Reboot Taste Brookhaven, September 21, 2023
  - Brookhaven Signage approved by GDOT for I-85 and I-285
  - Visitor Information signs approved by GDOT for Peachtree Road
  - Listen to the Podcast Destination on the Left here:  
<https://breaktheicemedia.com/podcasts/renee-areng/>
  - Interviewed for Travelpreneur Podcast
  - Served as MC for Destinations International EDI Summit

**Social Media**



Facebook 2,168 Page Likes  
Explora IG 1,030 Followers  
Instagram 4,498 Followers  
TikTok 302 Followers

**INFORMATION TECHNOLOGY: OCTOBER 2023**

- Created Crystal Report to capture the authorization to proceed on commercial permits.
- Added additional receipt printer and cash drawer for second window at the Police building.
- Updated address for new Police building in all public records templates.
- Added new links and made updates to B-net website.
- Ran quarterly PCI scans and updated questionnaires for four Brookhaven merchant accounts.
- Assisted Finance with research of receipts/chargebacks at the Parks locations.
- Updated users in Boards and Commissions portal.
- Met with Police Department regarding scanning and document retention.
- Working with Public Works on updating and integrating workflows.
- Security patched vCenter host.
- Updated and patched servers at City Hall and Public Safety Building.

2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed	Tickets Closed
161	138	205	173	227	221	223	164	229	246
148	229	205	176	185	194	210	136	177	207
162	257	194	199	152	315	259	170	236	219
297	335	186	183	196	270	174	149	240	189
270	262	201	191	263	258	141	141	206	263
203	351	150	190	210	162	198	161	182	238
148	235	159	202	375	161	185	192	166	238
117	279	178	185	286	253	209	207	274	380
183	193	215	162	206	172	149	194	223	292
209	262	183	218	248	206	208	191	159	324
196	209	138	145	248	164	171	176	215	
218	171	154	141	190	182	204	172	209	
2,312	2,921	2,168	2,165	2,786	2,558	2,331	2,053	2,516	2,596

## **GIS**

- GIS Requests: received fifteen (15) maps, data, or analysis requests. Twelve (12) requests were completed. Highlights:
  - Traffic Count Layer developed and added to the Public Works Viewer - work performed for the Public Works Department
  - International Festival and 5K Operations Maps - work performed for the Communications, Strategic Partnerships, and Police Departments
- Compressed the GIS Default (master) SQL database during after-hours.
- Assisted in moving computer equipment from the old Police HQ to the new Public Safety Building.
- Ongoing tasks
  - Chatcomm Addressing - developing a script to pass along Brookhaven's addresses programmatically to Chattcom.
  - MS4 stormwater photo collection management: researching/testing ways to programmatically time stamp photos for easy identification
- Conferences, seminars/meetings, and training:
  - Esri Atlanta - Local Government Seminar, Sandy Springs City Hall
  - Drone Pilot Training, Self-training
  - Geographic Information Systems Professional (GISP) certification renewal (3 years)
  - Trimble/CityWorks Regional User Group meeting, Atlanta, Georgia
  - What Every Supervisor Should Know About Documentation Brookhaven Training and Development Curriculum, Brookhaven City Hall

## **Police**

- Working to deploy asset management system.
- Fixed issue with problem oriented policing tracking module
- Setup new patrol vehicles
- Working with court vendor to migrate software to new Public Safety Building

**FACILITY SERVICES: OCTOBER 2023**

- New Public Safety Building – The Police Department and Municipal Court are fully occupying the new Public Safety Center with all members of the police staff and court staff. The first day of court in the new courtroom occurred October 4<sup>th</sup>. Facility Services will continue to support staff with various supply request as needed.
- Temporary Cooling units have been removed from the Development Services Center. The remodel will begin once the asbestos study results are complete and permits issued.
- Brookhaven Park project continues to progress on schedule.
- The Briarwood Park project will begin, with the Groundbreaking ceremony on November 1, 2023.
- Facility Services was able to support many events in October including the International Festival on the Peachtree Greenway, Touch a Tuck, and the Halloween pet costume event.

**Other Service Requests Completed in October by Facility Services include:**

- Clean up on the Peachtree Greenway before and after the International Festival.
- Right – of – way cleanup along Lanier Drive.
- Cleaned and cleared the bridge at Fernwood Park.
- Removed couch and other debris from Peachtree Greenway.
- Removed graffiti along Apple Valley Road.
- Cleared vegetation along the fence line at Ashford Park.
- Replaced (2) dog stations at Blackburn Park and Blackburn Park II.
- Repaired damaged playground equipment at Blackburn Park.
- Pressure washed playgrounds and pavilion at Briarwood Park.
- Trimmed back holly bushes along I-85 access road by the Salvation Army cleaning up trash and restoring this sidewalk.
- Repaired musical equipment playground at Murphey Candler Park.
- Painted over graffiti on wall at N. Druid Hills lot.
- Removed debris from boardwalk at Murphey Candler Park.

**Brookhaven Facilities Metrics:**

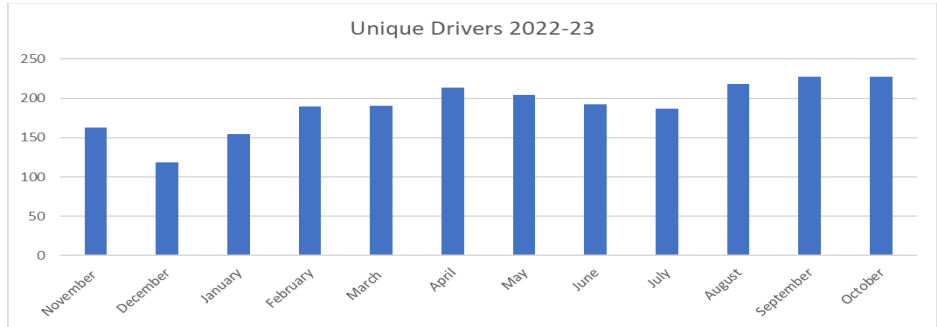
The Zendesk received 41 new work order requests in October for a total of 158 this year. 104 of those work orders have been closed with 54 remaining open.

Facility Monthly Work Orders	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total WO's
Work Orders Created	6	3	9	2	12	12	9	26	38	41			158
Work Orders Closed	6	3	9	2	12	8	5	8	16	35			104
Total Open Work Orders	0	0	0	0	0	4	4	26	48	54			48

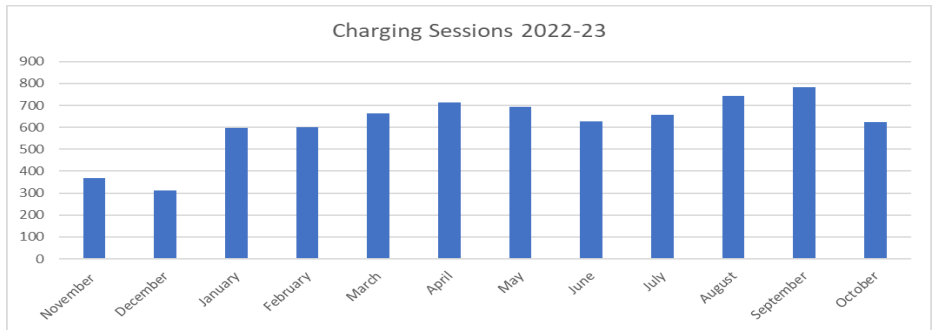


### EV Charging Station Monthly Report

**Unique Drivers:** The unique driver total shows different people have used the City charging stations each month. A driver who uses the charges stations more than once in a month will only be counted once. 227 unique drivers used City owned charging stations in October.

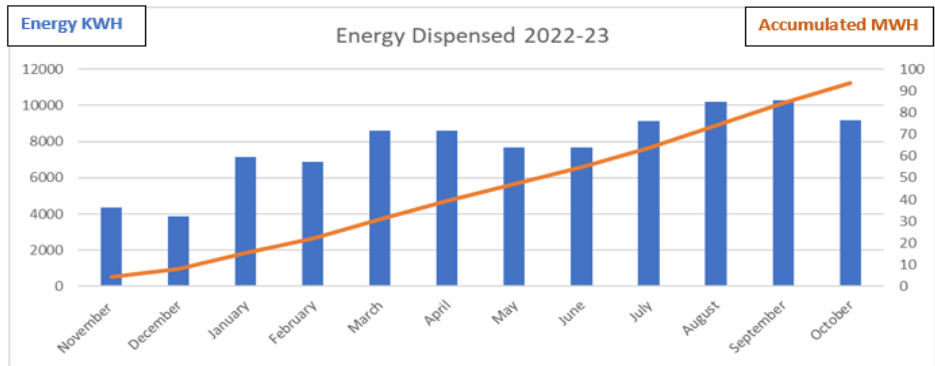


**Sessions:** A charging session happens when an EV plugs in and received energy for more than two minutes. A single driver can have multiple charging sessions. 623 charging sessions occurred in October.



**Energy:** The amount of energy dispensed by the City’s Electric Vehicle stations are measured in kilowatt hours (KWH). In the past 12 months the City has dispensed a total of 93.6 (MWH) of electricity. In the month of October, the City dispensed 9,190 MWH.

Over the life of the City’s charging systems, Electric Vehicles have avoided 162,325 KWH of Greenhouse gas emissions, the equivalent of 4,162 trees growing for 10 years. The City currently has 17 charging ports and all 17 are operational.



**PARKS & RECREATION DEPARTMENT HIGHLIGHTS: OCTOBER 2023**

- The Food Truck Roundup was held on Wednesday, October 25<sup>th</sup>. This event includes food and fun for the whole family.
- The Touch -A-Truck event took place on Saturday, October 28<sup>th</sup>. The event provided residents and their children the opportunity to explore and sit in the driver's seat the City of Brookhaven's Service vehicles.

**Athletics Division**

<b>Athletic Revenue</b>	<b>\$9,590.00</b>
Youth Athletic programs	\$0
Adult Athletic programs	\$0
Athletic fields	\$3,580.00
Non-Athletic Field Rentals	\$560.00
Gym Rentals	\$(30.00)
Field Prep	\$0.00
Open Gym	\$370.00
Tennis courts	\$5,110.00

**Program and Rentals Division**

<b>Program and Rentals</b>	<b>\$33,179.29</b>
Pavilion Rentals	\$2,845.00
Lease Agreements	\$26,857.29
Classrooms	\$75.00
Community Room Rentals	\$670.00
Non-Residential	\$1,832.00
Deposits	\$850.00
Recreation Programs	\$0.00
Special Events	\$50.00
Un-Itemized	\$0.00
Vendor Fee	\$0.00

**Athletic Activities Currently in season:**

**Youth Athletics:**

- Up4Tennis classes and private lessons.
- UTA tennis leagues and lessons.
- Concord Soccer Fall season/training started on September 1<sup>st</sup>.
- Storytime Soccer Fall lessons started on October 21<sup>st</sup>.
- I9 Fall Soccer and T-Ball started on September 23<sup>rd</sup>.

**Adult Athletics:**

- Adult Fall softball league started on September 25<sup>th</sup>.
- Adult Kickball started on September 5<sup>th</sup>.
- Adult Sand Volleyball started on August 17<sup>th</sup>.
- UTA Tennis Spring open play, leagues, and lessons at Blackburn Park.

<b>Athletic Participation Summary</b>	<b>2023</b>
<b>Adult Summer Kickball</b>	<b>Season began September 25<sup>th</sup></b>
<b>Adult Summer Softball</b>	<b>Season began September 25<sup>th</sup></b>
<b>Adult Sand Volleyball</b>	<b>Season began August 17<sup>th</sup></b>
<b>Youth Fall Soccer</b>	<b>Season began September 23<sup>rd</sup></b>
<b>Youth Football &amp; Cheer (Fall Registration)</b>	<b>Season began September 1<sup>st</sup></b>
<b>Youth Fall Baseball</b>	<b>Season started on August 13<sup>th</sup></b>
<b>Youth Summer Softball</b>	<b>Season ended May 20<sup>th</sup></b>

**POLICE DEPARTMENT: OCTOBER 2023**

**Support Services – (Community Engagement Unit)**

- Community Engagement Unit attended University of North Georgia Recruitment.
- Community Engagement Unit hosted National Coffee with a Cop at the Target Store.
- Community Engagement Unit attended Skyland United Methodist Church’s Fall Festival.
- Community Engagement Unit attended the International Festival.
- Community Engagement Unit attended Ashford Park Red Ribbon Week.
- Community Engagement Unit attended Woodward Elementary Red Ribbon week.
- Community Engagement Unit attended Brookhaven’s Touch a Truck.
- Community Engagement Unit Held the Drew Valley Town Hall Meeting.
- Community Engagement Unit hosted Coffee with a Cop at Lenox Summit Senior Living Facility.

REPORTS	Officer Hawkins	Sergeant Moore	Total
Patrol Assist	0	0	0
Court Assist	1	0	1
Interviews/Press	0	0	0
Community Meetings	17	17	34
Meeting Attendees	72	142	214
Juvenile Programs	0	2	2
Juvenile Attendees	0	225	225
Senior Programs	1	0	1
Senior Attendees	12	0	12
Community Contacts	745	1,010	1,755
Business Contacts	55	125	180

- In addition, there were a number of other media inquiries that were managed in addition to the social media posts.

MONTHLY REPORT: Part-Time Officers	
POP Logged	1
Patrol Shifts	12
Citations	11
Warnings	30
Transport for Courts	31
Arrests	2
Shifts Worked	51
Court Service Hours	182
Traffic Enforcement Hours	30
Fleet Service Hours	94.25
Transport Hours for Uniform Patrol/NET	1
Training Hours	3

Monthly Report: K-9 Officers	Unit Stats	Year Total
Patrol Assist	103	1,510
Other Agency Assist	1	20
Training Hours	70	576
Search Warrants	0	1
Citations	15	123
Warnings	11	67
Field Interviews	1	4
Felony Arrests	0	13
Misdemeanor Arrests	3	39
City Ordinance Arrests	0	5
Wanted Person Located	0	7
K-9 Search (narcotics)	10	41
K-9 Tracks / Area Search	2	19
Building Search (for persons)	0	4
K-9 Related Arrests	0	17
K-9 Demonstrations / PR	1	7
Currency Seized (*BPD Only assets)	0	\$75,000
Marijuana Seized (*Includes all seizures - including other municipalities)	0 lbs.	159.36 lbs.
Methamphetamine Seized (*Includes all seizures - including other municipalities)	0 grams	181.26 lbs.
Cocaine Seized (*Includes all seizures - including other municipalities)	0 grams	43.59 lbs.
Heroin Seized	0	0
Schedule Pills (*Includes all seizures - including other municipalities)	0	4,500
MDMA Seized	0 grams	0 grams
Other Seized (LSD)	0 grams	0 grams

**Additional Activities for K9 and N.E.T. (Neighborhood Enforcement Team) Unit**

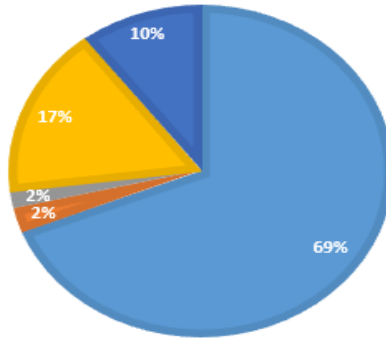
- **NOTE:** Officer Fikes & K9 Bane are temporarily assigned to the Task Force.
- **NOTE:** Personnel are temporarily assigned to Uniform Patrol.
- **NOTE:** In reference to N.E.T. stats, there are currently no N.E.T. stats.

**Criminal Investigations Division: October 2023**

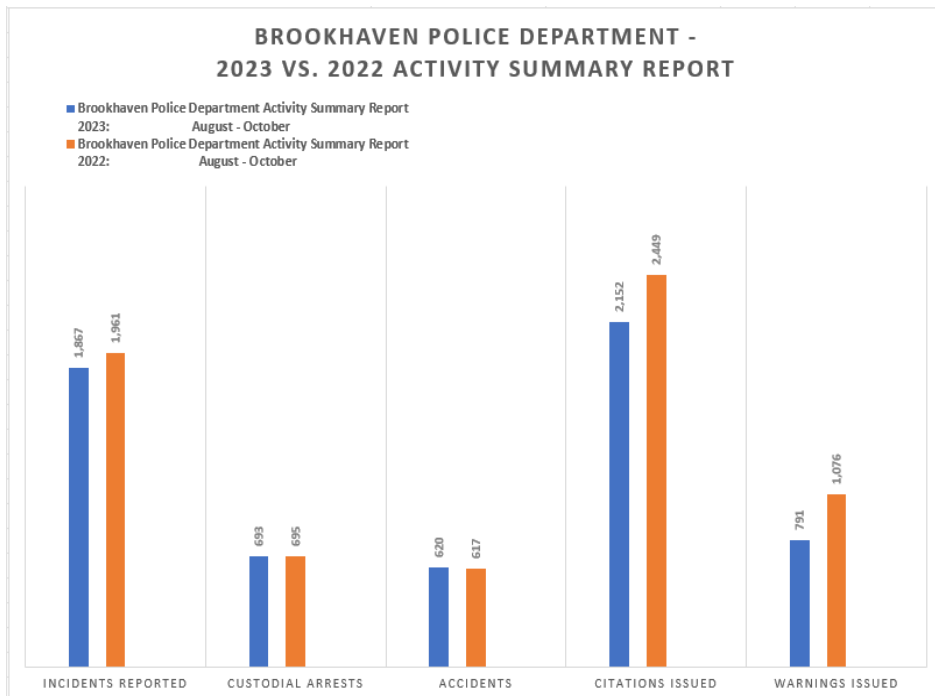
Total Reports Handled	142
Search Warrants Obtained	9
Total Cases "ACTIVE" on August 31, 2023	87

### 129 - TOTAL REPORTS CLEARED

- 87 - Cleared INACTIVE
- 3 - Exceptionally Cleared
- 2- Unfounded
- 21 - Cleared by Arrest
- 13 - Arrest Warrants Obtained
- 



Brookhaven Police Department Activity Summary Report		
	2023: August - October	2022: August - October
Incidents Reported	1,867	1,961
Custodial Arrests	693	695
Accidents	620	617
Citations Issued	2,152	2,449
Warnings Issued	791	1,076





## **ChatComm 911 OCTOBER 2023**

### **Executive Overview**

**911 Answer Time:** In October 2023, ChatComm 911 answered 94.5% of all incoming phone calls within ten seconds and 99.1% of all incoming phone calls were answered within thirty seconds.

**Call Processing Time:** This Month, ChatComm 911 processed 99.7% of all high priority calls for service and 96.0% of all low priority calls for service within sixty seconds.

**Monthly Phone Call Volume:** For the month of October 2023, ChatComm 911 handled a total of 23,942 phone calls.

- 88.9% (21,279) were incoming phone calls which are treated as potential emergencies and handled as 911 calls regardless of the line the call is received on.
  - 12,299 of those calls were received on the 911 trunks. 2,326 of the 911 calls received were abandoned 911 calls (where the caller disconnects the line prior to speaking with a calltaker).
  - 6,654 calls were received on administrative and alarm lines but treated as 911 calls.
- The remaining 11.1% (2,663) of the phone calls handled by ChatComm 911 in October 2023 were outgoing phone calls.

**Overall Phone Call Volume:** Since September 2009, ChatComm 911 has answered a total of 3,574,534 incoming phone calls. Of those calls, 2,301,206 (64.4%) were received on 911 trunks and 1,273,328 (35.6%) came in on 10-digit phone lines.

**Monthly Incident Volume:** ChatComm 911 handled a total of 27,071 incidents in October 2023.

- 52.5% (14,217) of the incidents created were officer-initiated incidents, which include traffic stops, business & residential checks, and other calls created by officers.
- 42.3% (11,448) of the incidents were dispatched incidents.
- The remaining 1,406 (5.2%) of the incidents were transferred via CAD to DeKalb for EMS and Fire Dispatch.
- Sandy Springs incidents comprised 36.1% (9,782) of the total incident volume.
  - 7,600 incidents were Sandy Springs Police Department incidents.
  - 1,123 incidents were for Sandy Springs Fire Rescue.
  - 1,059 incidents were EMS calls for service in Sandy Springs.
- Johns Creek incidents were 24.1% (6,532) of the total incident volume.
  - 5,760 incidents were Johns Creek Police Department incidents.
  - 455 incidents were for Johns Creek Fire Department.
  - 317 incidents were EMS calls for service in Johns Creek.
- Dunwoody incidents accounted for 12.8% (3,465) of the total incident volume.
- Brookhaven incidents were 21.7% (5,886) of the total incident volume.
- DeKalb Fire and EMS (for the Cities of Brookhaven and Dunwoody) incidents were 5.2% (1,406) of the total incident volume.
  - 802 incidents were Fire calls for service in Brookhaven or Dunwoody
  - 604 incidents were EMS calls for service in Brookhaven or Dunwoody.

**Overall Incident Volume:** By the end of October 2023, ChatComm 911 handled 4,955,728 incidents since "go-live" in September 2009. 4,363,987 (88.1%) of those were law enforcement incidents; 340,741 (6.9%) of those were fire department incidents; and 251,000 (5.0%) of those were EMS incidents.

**EMD & EFD Compliance:** For the month of October 2023, 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 October was 96% .
- The Emergency Fire Dispatch QA compliance for October was 98% .

## **PUBLIC WORKS: OCTOBER 2023**

### **Major Initiatives Completed**

- 2023 Paving completed. Striping in progress.
- Briarwood Road / Buford Hwy – completed.
- Waterline across W. Nancy Creek Bridge is installed.

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

- N. Fork Nancy Creek Streambank II: Arborists provided second review. Extensive tree survey being required.
- ST 08 - ADR/Windsor Pkwy Design: Concept Phase finalized and approved by GDOT. Preliminary plans in progress. Virtual PIOH October 18 thru November 19, 2023.
- Briarwood / Buford Hwy MUP (west end): Substantiable work completed. Working on punch list.
- Briarwood MUP – Right-of-way acquisition continues. Remaining properties require eminent Domain.
- Peachtree Creek Greenway Phase II: R/W acquisition given NTP.
- Peachtree Creek Greenway Phase III: Received SOQ'S. Technical approach in progress.
- 2024 Paving – Paving analysis completed. Preparing the three-year plan.
  - Repairing the damaged traffic loops along Johnson Ferry.
  - Final cleanup in progress.
- American Disability Acts (ADA) Ramps:
  - Combining 2022 with 2023 CDBG funds.
  - Bid advertised. Pre-Bid is scheduled for November 3, 2023. in October.
- MS4 Inspection and Report:
  - 2023- 2027 Cycle
  - Integrated Science and Engineering Selected.
  - 1<sup>st</sup> year in progress.
- Caldwell Rd. / Redding Rd. Intersection Improvement:
  - Construction documents in progress.
  - Waterline relocation is required.
- Poplar Creek Drainage Study: Preliminary study prepared.
  - Final report on basin study due.
  - Cartecay drainage is being evaluated.
- Street Sweeper - The sweepers in Elgin Illinois for final repairs.
- Multimodal Study: ALTA Planning & Design selected.
  - Preparing Bike and Pedestrian Network Plans.
  - Open House scheduled for November 2, 2023.
- Special Service District Projects in Design:
  - Ashford Dunwoody Road MUP – Montgomery Elementary to W. Nancy Creek Drive.
    - Storm drainage design in progress
  - Ashford Dunwoody Road MUP – Brookhaven Hills to Windsor Pkwy.
    - Design in progress.
  - Ashford Dunwoody Road MUP – Oconee Pass to Perimeter Summit.
    - R/W Acquisition in progress.
  - Dresden Drive Sidewalk – Apple Valley to Clairmont Rd.
    - Design in progress.
  - Apple Valley MUP – Parkside to E Osborne.



- Waiting in decision for underground utilities.
- N. Druid Hills Streetscape – Buford Hwy to Gail Drive.
  - Design in progress
- N. Druid Hills MUP – Sylvan Circle to Apple Valley.
  - Design in progress
- Chantilly Drive Sidewalk – Executive Park South to Sheridan. Ready to submit for permit.
  - Right -of-way appraisal in progress. Need Right-of-way from the Church.
- Buford Hwy Streetscape – Afton Ln to Clairmont.
  - In review with GDOT. Waiting in a quote from the Contractor.

**Ongoing Coordination**

- Perimeter Transportation Operations Program (PTOP) 5-year Grant coordination w/ PCID.
- Regional Traffic Operations Program (RTOP): Monthly meetings with SigOps (Traffic Signal Operations Program) personnel, City Traffic Engineer.

**Right of Way Encroachment Permits Issued (including Dumpsters/Road Closures) = 248**

**Stormwater Performance Measures (OPTECH)**

ENTITY GROUP	WORK ORDERS ASSIGNED	COMPLETED WITHIN TARGET TIME FRAME	MONTHLY PERFORMANCE PERCENTAGE
Priority 1	0	0	0%
Priority 2	4	4	100%
Priority 3	6	4	67%
<b>Total</b>	<b>10</b>	<b>8</b>	<b>80%</b>

**Maintenance Work Performance Measures (OPTECH)**

ENTITY GROUP	WORK ORDERS ASSIGNED	COMPLETED WITHIN TARGET TIME FRAME	MONTHLY PERFORMANCE PERCENTAGE
Priority 1	0	0	0%
Priority 2	5	5	100%
Priority 3	15	12	80%
<b>Total</b>	<b>20</b>	<b>17</b>	<b>85%</b>

**Priority Levels:**

- *Priority 1* (Unanticipated emergency health, safety welfare threat to Public) – Work Orders from CitySourced completed within 24-hours.
- *Priority 2* (Unanticipated issues that could lead to an emergency soon if not addressed promptly) – Work Orders from CitySourced completed within 7-days.
- *Priority 3* (The issues have been identified and a plan of action developed for each Resident Reported issue resulting in a WO) – Work Orders from CitySourced completed within 21-days.

### Service Requests

2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Curb and Gutter	5	3	5	4	7	3	2	3	1	3			36
Downed Lines	0	0	2	1	2	2	3	3	1	3			17
Pavement/Potholes	30	25	35	12	16	19	22	16	15	17			207
Right of Way/Trash	6	6	3	5	4	6	7	1	1	3			42
Sidewalk	3	1	4	4	2	4	2	9	7	4			40
Stormwater	8	6	14	8	4	5	9	10	3	4			71
Streetlights	6	5	4	4	6	2	4	9	8	14			62
Street Sign	2	6	6	9	8	7	6	11	7	16			78
Street Striping	0	0	1	1	2	1	0	2	0	4			11
Traffic Signal	4	1	2	3	0	5	1	4	6	9			35
Trees	10	4	7	6	6	13	17	15	14	6			98
<b>Total Service Requests</b>	<b>74</b>	<b>57</b>	<b>83</b>	<b>57</b>	<b>57</b>	<b>67</b>	<b>73</b>	<b>83</b>	<b>63</b>	<b>83</b>			<b>697</b>

### Completed Work Orders

2023	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	1	2	2	3	0	2	1	1	5			19
Curb Repairs	10	6	4	7	2	0	0	1	1	3			34
Potholes	11	13	20	19	9	13	4	2	4	5			100
Patching	2	0	0	0	2	0	6	0	0	0			10
Streetlights	6	5	4	4	6	2	4	0	0	0			31
Signs	12	7	10	11	9	4	4	8	0	6			71
Traffic Signals													
Signal Repairs	11	2	14	8	6	2	5	8	2	1			59
ROW Maintenance													
Striping	0	1	0	0	0	0	0	0	0	0			1
Tree Removal	3	0	2	3	2	4	0	7	1	0			22
ROW Maintenance	10	10	14	11	3	9	8	6	1	0			72
Stormwater													
Stormwater	3	0	3	1	15	3	0	0	0	0			25
<b>Total work orders</b>	<b>70</b>	<b>45</b>	<b>73</b>	<b>66</b>	<b>57</b>	<b>37</b>	<b>33</b>	<b>33</b>	<b>10</b>	<b>20</b>			<b>444</b>

## **FINANCE REPORT IN BRIEF: OCTOBER 2023**

The October 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 October 2023 were \$1,470,135 lower than they were this time last fiscal year. Property Tax decreased by \$65,765 compared to this time in the prior year because of timing in collection. Alcoholic Beverage Excise Tax decreased by \$182,843 compared to last year due to timing in collection. Business & Occupational Tax increased by 68,013 compared to last year due to timing in collection. Licenses & permits increased by 443,499 due to multiple permits acquired by AMLI Development LLC in August 2023. Fines and Forfeitures decreased by \$205,237 compared to last year at this time due to the timing of collection. Investment earnings increased by \$613,942 compared to this time in the prior year due to an increase in interest rate.

General Fund expenditures increased compared to last year at this time by \$3,319,397. The General Government expenditures increased by \$4,249,124 compared to the previous fiscal year at this time mainly due to expenditures incurred in the Facility Services department that was established in the current year. Housing and Development expenditures decreased by \$4,543,738 mainly due to the acquisition of the 2665 Buford Hwy building. Expenditure for Public Safety increased by \$1,148,251 due to the timing of invoices. Culture and Recreation expenditures decreased by \$3,094,716 compared to this time in the prior year due to Parks operations related expenditures are now categorized in the Facility Services department that was established in the current year. Other Financing Uses increased by \$5,509,066 due to the timing of interfund transfers.

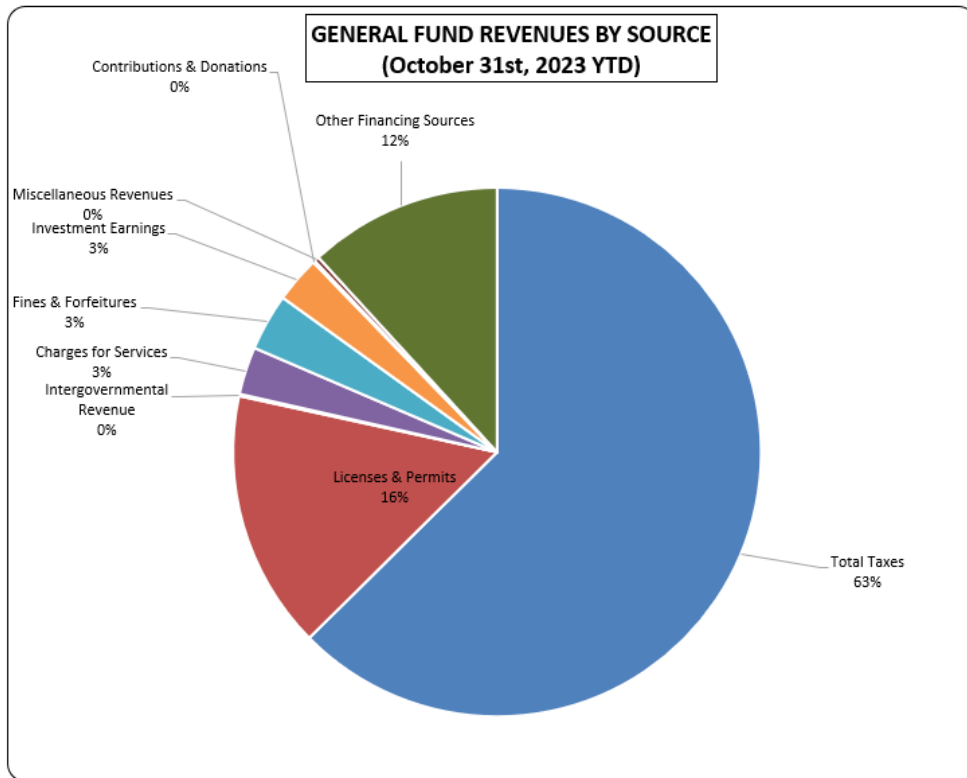
City of Brookhaven

BUDGET COMPARISON REPORT - GENERAL FUND - REVENUES

For The Month Ended October 31st, 2023

	2022 Amended Budget	2022 YTD Transactions	2023 Amended Budget	2023 YTD Transactions	Variance from Budget	% of Annual Budget
Property Tax	\$ 11,275,339	\$ 6,512,312	\$ 12,176,280	\$ 6,446,547	\$ (5,729,733)	52.94%
Motor Vehicle Tax & Title Ad Valorem Tax	1,310,000	1,586,786	1,710,000	1,614,829	(95,171)	94.43%
Recording Intangible Tax	125,000	124,737	125,000	73,592	(51,408)	58.87%
Real Estate Transfer Tax	50,000	63,917	50,000	38,667	(11,333)	77.33%
Franchise Tax	3,540,000	606,590	3,540,000	582,237	(2,957,763)	16.45%
Alcoholic Beverage Excise Tax	1,266,690	1,034,656	1,250,000	851,813	(398,188)	68.15%
Energy Excise Tax	175,000	137,699	175,000	143,308	(31,692)	81.89%
Motor Vehicle Rental Excise Tax	15,000	39,442	45,000	38,209	(6,791)	84.91%
Business & Occupational Tax	1,500,000	1,892,870	1,630,000	1,960,884	330,884	120.30%
Insurance Premium Tax	4,025,600	4,577,391	4,240,000	5,080,433	840,433	119.82%
Financial Institutions Tax	67,734	66,360	67,734	3,059	(64,675)	4.52%
Penalties & Interest	50,000	112,013	20,000	100,346	80,346	501.73%
<b>Total Taxes</b>	<b>23,400,363</b>	<b>16,754,774</b>	<b>25,029,014</b>	<b>16,933,924</b>	<b>(8,095,090)</b>	<b>67.66%</b>
Licenses & Permits	4,548,544	3,833,530	3,168,000	4,277,029	1,109,029	135.01%
Intergovernmental Revenue	-	1,628	-	(33,360)	(33,360)	0.00%
Charges for Services	408,450	713,266	408,450	788,635	380,185	193.08%
Fines & Forfeitures	1,076,403	1,146,353	1,300,000	941,117	(358,883)	72.39%
Investment Earnings	35,000	148,690	45,000	762,632	717,632	1694.74%
Contributions & Donations	20,938	58,833	-	33,023	33,023	0.00%
Miscellaneous Revenues	111,000	62,896	66,000	83,160	17,160	126.00%
Other Financing Sources	17,800,806	5,735,839	15,735,313	3,199,514	(12,535,799)	20.33%
<b>TOTAL REVENUES</b>	<b>\$ 47,401,504</b>	<b>\$ 28,455,811</b>	<b>\$ 45,751,777</b>	<b>\$ 26,985,675</b>	<b>\$ (18,766,101)</b>	<b>58.98%</b>

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

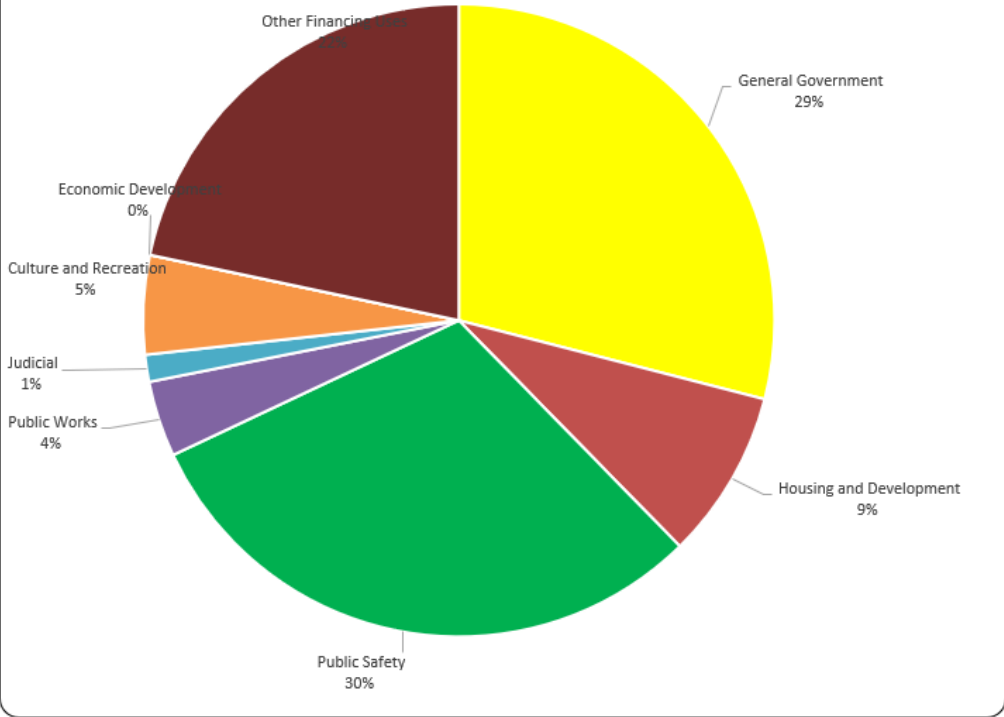


City of Brookhaven - YTD through October 31st, 2023

Budget Comparison for General Fund Expenditures

Governmental Function	2022 Amended Budget	2022 YTD Transactions	2023 Amended Budget	2023 YTD Transactions	Variance from Budget	% of Annual Budget
General Government	\$ 8,431,950	\$ 6,432,932	\$ 9,761,758	\$ 10,682,057	\$ (920,299)	109.43%
Housing and Development	9,422,703	7,728,156	8,000,655	3,184,419	4,816,237	39.80%
Public Safety	11,881,700	10,024,916	13,090,056	11,173,166	1,916,889	85.36%
Public Works	1,797,778	1,309,830	2,092,324	1,429,304	663,020	68.31%
Judicial	645,735	576,020	593,862	507,956	85,906	85.53%
Culture and Recreation	6,629,600	4,956,739	4,622,647	1,862,022	2,760,624	40.28%
Economic Development	-	-	-	-	-	0.00%
Other Financing Uses	<u>8,592,038</u>	<u>2,473,458</u>	<u>7,590,476</u>	<u>7,982,523</u>	<u>(392,048)</u>	<u>105.16%</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 47,401,504</u></b>	<b><u>\$ 33,502,050</u></b>	<b><u>\$ 45,751,777</u></b>	<b><u>\$ 36,821,447</u></b>	<b><u>\$ 8,930,329</u></b>	<b><u>80.48%</u></b>

**GENERAL FUND EXPENDITURES BY GOVERNMENTAL ACTIVITY  
(October 31st, 2023 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, 2022		<u>194,302.00</u>
Receipts	\$152,263.00	
Disbursements	\$54,019.29	
Balance at 10/31/2023		<u>\$292,545.71</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 10/31/2023	<u>\$154,074</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 2022	Receipts	Disbursements	Balance 10/31/2023
1 Explorer Program	\$ 10,041	\$ -	\$ -	\$ 10,041
2 Shop with a Badge/Cop	29,074	22,350	(4,445)	46,979
3 General PD Donations	11,431	-	-	11,431
4 K9 Donations	24,910	3,035	(10,500)	17,445
5 Police Bike Fund	1,627	-	-	1,627
6 Support Services	4,912	-	(5)	4,907
8 BPD Honor Guard Donations	-	7,638	(8,088)	(450)
Totals	<u>\$ 81,995</u>	<u>\$ 33,023</u>	<u>\$ (23,038)</u>	<u>\$ 92,430</u>