

**Confiscated Assets Fund:** The purpose of asset forfeiture is to disrupt criminal activity by confiscating assets that potentially could have been beneficial to the individual or organization who is involved in criminal activity. Confiscated assets are used to fund specific law enforcement activities. The Brookhaven Police Department (BPD) currently has an officer assigned to the Homeland Security Investigations Task Force and one assigned to the Drug Enforcement Agency at the airport. These officers facilitate the communications between the Department of Justice, Department of Treasury, and the Brookhaven Police Department on all asset forfeitures.

***Budget***

<b>Confiscated Assets Fund</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance</b>	<b>% Variance</b>
Revenues	\$124,434	\$21,267	\$246,720	\$70,018	(\$176,702)	(71.6%)
Police Expenditures	\$13,448	\$31,473	\$246,720	\$70,018	(\$176,702)	(71.6%)

Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail

***2021 Recap***

The Confiscated Assets Fund was used for the BPD to complete the testing of the drone program in August of 2021 and implement a functioning drone program that was capable of operating five days a week, eight hours a day with on-call availability. This program uses state of the art technology to provide aerial support and real-time intelligence to first responders.

The Brookhaven Police Department is allocated 10 positions on North Metro SWAT. The BPD continually provided six positions, and associated equipment which was support by this fund.

***2022 Initiatives***

The BPD has continued the 2021 initiative with a fully operational drone program that is internationally recognized. This program has assisted both the Police Department and North Metro SWAT with deployment of aerial and tactical support. In 2022, the BPD purchased additional drones and support equipment which arrives at the end of 2022.

The BPD increased the number filled positions on North Metro SWAT from 6 to 7, which is financially supported by this fund.

The Police Department used confiscated asset funding to provide “Implicit Bias/Cultural Awareness” training for all employees. This training aligns with the recommendations of the Social Justice, Race and Equity Commission.

***2023 Budget Adjustments and Initiatives***

The 2023 budget for the Confiscated Assets Fund totals \$70,018 and reflects a decrease of \$176,702 or 71.6% from the 2022 Revised Budget.

The BPD is enhancing the firearms proficiency of all K-9 officers by providing Glock 34 handguns with red dot optics. By equipping officers with red dots, they are capable of firing more accurately one handed while controlling the police K-9.

The BPD is upgrading equipment for the SWAT operators and purchasing additional equipment that will allow the Brookhaven operators to be fully compliant with National Tactical Officers Association (NTOA) standards for tier one SWAT teams. Currently, Brookhaven officers are the only team members not fully compliant with NTOA standards.

The BPD will also equip all departmental rifles with suppressors to safeguard the hearing of the officers utilizing the rifles.

The BPD will be expanding the “Implicit Bias/Cultural Awareness” training program for all employees. This training aligns with the recommendations of the Social Justice, Race and Equity Commission.

**2022-2026 Fund Projection**

	2022	2023	2024	2025	2026
Beginning Balance	\$666,601	\$479,881	\$479,881	\$479,881	\$479,881
Revenues	60,000	70,018	70,000	70,000	80,000
Expenditures	246,720	70,018	70,000	70,000	80,000
Ending Balance	\$479,881	\$479,881	\$479,881	\$479,881	\$479,881

Beginning Fund Balance from 2021 CAFR – Page 69

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**Streetlight Special Revenue Fund:** The Streetlight Special Revenue Fund was established to facilitate the installation, maintenance, and operation of streetlights within the public right-of-way. The revenues of the fund are collected from the annual Streetlight Special Assessment Fee which is billed and collected through the property tax bill. The streetlight fee is assessed based on a unit rate per right-of-way frontage foot. The streets in the City with streetlights are divided into streetlight districts with each district having its own rate based on the cost of the streetlights and the length of the streets within the district. The rates range from \$0.40 per frontage foot to \$2.12 per frontage foot. The assessment and the fund are managed by the Public Works Department.

The installation and maintenance of the streetlights is performed by the Georgia Power Company, which owns the lights, and is billed to the City, along with the cost of power, on a monthly basis as part of an established lease fee for each light.

***Budget and Staffing***

Streetlight Special Revenue Fund	2020 Actual	2021 Actual	2022 Revised	2023 Adopted	\$ Variance	% Variance
<b>Revenues</b>						
Assessment Fee Revenue	\$422,342	\$430,637	\$452,000	\$452,000	\$0	0.0%
Appropriate Reserve	0	0	0	0	0	0.0%
Transfer from General Fund	0	0	0	0	0	0.0%
Total Revenue	\$422,342	\$430,637	\$452,000	\$452,000	\$0	0.0%
<b>Expenditures</b>						
Non-Personnel Services	\$468,746	\$490,018	\$452,000	\$452,000	\$0	0.0%

Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail.

***2021 Recap***

The Public Works Department coordinated with Georgia Power to develop a pilot program along Dresden Drive to convert existing 100 Lights with 53 LED lights, 36 streetlights were replaced. While there was an initial installation cost of \$21,406, the monthly fee for the lights was reduced from \$458.68 to \$208.44, allowing for an annual savings of \$3,002. This equates to a payback period of approximately seven years.

***2022 Initiatives***

The Public Works Department began investigating the consolidation of all of the street light districts into one. This work will continue in 2023. Additionally, as part of the Sustainable Brookhaven program, the City reviewed the possibility of converting streetlights to LED citywide

with Georgia Power. Based on the analysis, it was determined that citywide conversion is not cost effective at this time and will be reviewed again at some point in the future in smaller study areas.

**2023 Budget Adjustments and Initiatives**

The 2023 budget for the Streetlight Special Revenue Fund totals \$452,000 and reflects no increase from the 2022 Revised Budget.

The Public Works Department will make a recommendation to the City Council in 2023 for any adjustments needed to the Streetlight Special Assessment Fee. This analysis will ensure that the annual recurring expense will be in balance with the annual revenue.

The Public Works Department will continue with investigating the possibility of consolidating all of the street light districts into one for simplicity and billing purposes.

**2022-2026 Fund Projection**

Street Light Fund	2022	2023	2024	2025	2026
Beginning Balance	\$191,605	\$191,605	\$191,605	\$191,605	\$191,605
Revenues	452,000	452,000	470,000	480,000	490,000
Expenditures	452,000	452,000	470,000	480,000	490,000
Ending Balance	\$191,605	\$191,605	\$191,605	\$191,605	\$191,605

Beginning Fund Balance from 2021 CAFR – Page 67

Contact Information: Don Sherrill, Public Works Director (404) 637-0540

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**Enhanced 911 Special Revenue Fund:** Via the City’s contract with the Chattahoochee River 911 Authority (ChatComm), City and County Public Safety agencies are provided with communications services using state-of-the-art equipment, effective ongoing training, caring and dedicated employees actively seeking ways to improve. This includes: (1) providing timely, lifesaving assistance in all emergencies, (2) handling non-emergency calls efficiently, and (3) providing accurate information to internal and external callers.

Funding for these services is provided via a monthly charge of \$1.50 on all telephone and communications services provided within the City.

***Budget***

<b>Enhanced 911 Revenue Fund</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Revenues</b>						
E911 Fees	\$1,268,856	\$1,318,746	\$1,160,000	\$1,260,000	\$100,000	8.6%
Transfer In from General Fund	150,000	100,000	207,020	207,020	0	0.0%
Reserves	0	0	100,000	42,210	(57,790)	(57.8%)
<b>Total</b>	<b>\$1,418,856</b>	<b>\$1,418,746</b>	<b>\$1,467,020</b>	<b>\$1,509,230</b>	<b>\$42,210</b>	<b>2.9%</b>
<b>Expenditures</b>						
Operating Costs	\$1,374,347	\$1,411,095	\$1,467,020	\$1,509,230	\$42,210	2.9%

Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail.

***2021 Recap***

The 2021 budget provided for the funding of the ChatComm system in accordance with the agreement approved in 2019.

***2022 Initiatives***

The 2022 budget provides funding for the required payments to the ChatComm system in accordance with the agreement approved in 2019.

***2023 Budget Adjustments and Initiatives***

The 2023 budget for the Enhanced 911 Special Revenue Fund totals \$1,509,230 and reflects an increase of \$42,210, or 2.9 percent from the 2022 Revised Budget. The fund will receive revenue from the General Fund in the amount of \$207,020 and use of Enhanced 911 Special Revenue Fund reserves in the amount of \$42,210. The 2023 budget includes funding for Live911. Live 911 provides a livestream of 911 calls directly to first responders for improved situational awareness and faster response times. Live911 bridges the gap between a 911 caller and officers in the field with proximity based, real time monitoring.

The current contract is for a five-year period and will end in 2024. The 2022–2026 fund projection table (below) has been updated with the schedule of expenditures.

**2022-2026 Fund Projection**

	2022	2023	2024	2025	2026
Beginning Balance	\$323,989	\$223,989	\$181,779	\$181,779	\$176,779
Revenues	1,160,000	1,260,000	1,300,000	1,340,000	1,380,000
Transfer from General Fund	207,020	207,020	254,000	255,000	260,000
Expenditures	1,467,020	1,509,230	1,554,000	1,600,000	1,650,000
Ending Balance	\$223,989	\$181,779	\$181,779	\$176,779	\$166,779

Beginning Fund Balance from 2021 CAFR – Page 76

The City encourages residents to sign up for **BROOKHAVEN ALERT**, a free service to get notifications from state and local authorities like weather, traffic and other emergencies. The website is located at [www.BrookhavenGA.gov/BrookhavenAlert](http://www.BrookhavenGA.gov/BrookhavenAlert) or download the Smart911 app.

Monthly performance data may be found on the City of Brookhaven website at: <https://brookhavenga.gov/citymanager/page/monthly-departmental-reports>.

Contact Information: Brandon Gurley – Chief of Police (404) 637-0600  
[Brandon.Gurley@BrookhavenGA.gov](mailto:Brandon.Gurley@BrookhavenGA.gov)

**Grants Fund:** The Grants Fund is a tool that assists with the mandated federal audit. Additionally, the fund provides a transparent record of supplemental funding from all sources.

The vast number of grants awarded are reimbursement funding arrangements. The designated agency will reimburse the City for funding expended as milestones are reached or the project completed. For purposes of clarity, grants are always budgeted in the year in which they are awarded, regardless of multi-year parameters and the year in which funding is spent.

The Strategic Partnerships Director has primary responsibility for management and growth of the Grants Fund as well as working with departments to institute best practices in oversight and project management of awarded funds.

***Budget and Staffing***

<b>Grants Fund</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance*</b>	<b>% Variance*</b>
<b>Revenue</b>						
Federal	\$844,931	\$766,706	\$1,055,525	\$336,933	(\$718,592)	(68.1%)
State Grants	516,698	\$563,037	\$453,805	\$463,293	\$9,488	2.1%
Other	119	2,575	20,269	453,805	433,536	213.9%
Total	\$1,361,748	\$1,632,318	\$1,529,599	\$1,254,031	(\$275,568)	(18.0%)
<b>Expenditures</b>						
Public Safety	\$19,499	\$57,843	\$75,304	-	(75,304)	(100.0%)
Comm. Dev (CDBG)	-	-	\$1,000,490	\$336,933	(663,557)	(66.3%)
Transfer to CIP Fund	492,810	1,145,167	\$453,805	\$917,098	\$463,293	102.1%
Transfer to General Fund	76,512	69,570	-	-	-	N/A
Transfer to Stormwater Fund	549,100	322,164	-	-	-	100%
Total	\$1,137,921	1,594,744	\$1,529,599	\$1,254,031	(\$275,568)	(18.0%)
<b>Staffing</b>	<b>1.0</b>	<b>0.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>N/A</b>

\*As the Grants Budget is amended only upon receipt of final award notice from the granting agency, variances are expected to be negative at the outset of the fiscal year. Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail.

**2021 Recap**

In 2021, the City completed the federal process for receipt of Community Development Block Grant (CDBG) funding, submitting the required Citizen Participation Plan, Analysis of Impediments to Fair Housing Choice, 5-year consolidated plan for the expenditure of an estimated \$1.7 million over that period. HUD approved all documents and planned expenditures by year’s end. Staff also applied to the Atlanta Regional Commission for U.S. Department of Transportation Funds to support both Peachtree Creek Greenway Phase II and II and anticipates awards in late 2022 or early 2023.

**2022 Initiatives**

The City continues to review and refine grants administration to ensure that all projects adhere to federal and state regulations. In 2022, the City initiated the 2021 Community Development Block Grant (CDBG) Action Plan and received approval for the 2022 CDBG Action Plan. Strategic Partnerships has expanded monitoring, reporting, and staff advisement on adherence to regulations while working across departments to improve and streamline procedures. The Brookhaven Grant Program has grown from a \$600,000 program when the fund was created in 2017 to one actively administrating over \$12,000,000 in federal funds.

In 2021 and 2022, Strategic Partnerships supported the finance department in preparing and submitted Brookhaven’s “Single Audit” required for entities that expend over \$750,000 in federal funding in a fiscal year, per the Federal Office of Management and Budget (OMB) Rule A-133.

**2022 Agency Awards**

<b>2022 Awarded Funding</b>			
Agency	Source	Amount	Brookhaven Commitment
Georgia Department of Transportation LMIG – Budgeted in CIP Fund <ul style="list-style-type: none"> <li>Local Road Paving Subsidy</li> </ul>	State	\$453,805	\$136,142
2018 EPA 319h Amendment <ul style="list-style-type: none"> <li>Streambank Restoration North Fork Nancy Creek</li> </ul>	Federal	\$50,000	\$50,000
Community Development Block Grant <ul style="list-style-type: none"> <li>2022 Action Plan</li> </ul>	Federal	\$336,933	\$0
2022 U.S. DOJ Edward Byrne JAG	Federal	\$23,435	\$0
2022 U.S. DOJ <ul style="list-style-type: none"> <li>Bullet Proof Vest Partnership</li> </ul>	Federal	\$16,166	\$16,166
Criminal Justice Coordinating Council <ul style="list-style-type: none"> <li>Youth engagement, gang violence deterrence</li> </ul>	Federal	\$15,000	\$0
<b>Total</b>		<b>\$895,339</b>	<b>\$202,308</b>



The City of Brookhaven received notification of \$2,120,000 in Federal Highway Funds toward right-of-way purchase for Peachtree Creek Greenway Phase III in 2022. This amount appears below in the TIP chart and in the CIP for the 2024 year.

**2023 Budget Adjustments and Initiatives**

Under the Director of Strategic Partnerships, a new Project Administrator is included in the 2023 budget to take on the role of CDBG Administrator and initiate significant progress on projects included in both the 2021 and 2022 Action Plans. With passage of the Bi-partisan Infrastructure Act and the Inflation Reduction Act, a primary 2023 initiative will be to work closely with department heads in each project area to identify and aggressively seek funding for eligible, competitive projects.

The 2023 budget reflects only awards for which the City has received agency notifications. As future grants are awarded, the fund will be amended. In 2023 the City anticipates a continued focus on transportation, water quality, public safety, and the arts.

**2023 Agency Award Notifications**

<b>2023 Awarded Funding</b>			
Agency	Source	Amount	Brookhaven Commitment
Georgia Department of Transportation LMIG <ul style="list-style-type: none"> <li>Local Road Paving Subsidy</li> </ul>	State	\$463,284	\$139,985
Community Development Block Grant <ul style="list-style-type: none"> <li>Estimated Congressional Funding for 2022 Action Plan</li> </ul>	Federal	\$336,933	\$0
Total		\$800,217	\$139,984

**Note:** It is anticipated that the Brookhaven Commitment portion would come from targeted projects that have been appropriated in the Capital Improvement Fund.

**Transportation Improvement Plan (TIP) Funding**

TIP awards are federally funded transportation projects adopted by the Atlanta Regional Commission (ARC) and managed by the Georgia Department of Transportation, they are multi-year estimates, subject to annual federal budget reconciliation process and regional and local milestones. Regional funding is reviewed quarterly.

**Ongoing TIP Project Budgets**

TIP Project DK-452 Federal Fiscal Year	Ashford Dunwoody at Windsor Pkwy	Surface Transportation Block Grant	Brookhaven Commitment
2019-2020	Planning & Engineering	\$440,000	\$110,000
2023	ROW	\$320,000	\$80,000
2025	Construction	\$0	\$1,900,000

Project DK-452 supports operational improvements at the intersection of Ashford Dunwoody Road and Windsor Parkway and includes 0.2 miles of sidewalk between Windsor Parkway and Oglethorpe Drive. Brookhaven will be applying to ARC for construction funding in 2024.

TIP Project DK-381 Federal Fiscal Year	Peachtree Creek Greenway Phase II	Federal Transportation Alternatives	Brookhaven Commitment
2019-2020	Planning and Engineering	\$480,000	\$120,000
2023	Right-of-Way	\$80,000	\$20,000
2025	Utilities & Construction	\$2,440,000	\$610,000

Project DK-381 will complete Brookhaven’s portion of the Peachtree Creek Greenway (PCG) between North Druid Hills Road and the Atlanta city line. It will connect with Phase I of the Greenway from North Druid Hills Road and Briarwood Road. The PCG is a component of the regionally planned 12.3-mile multi-use trail that will connect Brookhaven to Path 400, the Southeast Trails and the Atlanta Beltline.

TIP Project DK-454 Federal Fiscal Year	Peachtree Creek Greenway Phase III	Federal Commitment	Brookhaven Commitment
2021	Planning and Engineering	\$480,000	\$120,000
2024	Right-of-Way	\$2,120,000	\$530,000

Project DK-454 is work towards construction of Phase III of the Peachtree Creek Greenway from Clairmont Road to Briarwood Road. Phase III is the final mile of Brookhaven’s portion of this multi-use trail. Planning and Engineering was slightly delayed and is expected to be complete in 2023. \$2,120,000 towards right-of-way purchase was awarded in 2022. Based on the current schedule, the City will be applying for federal funding for construction in 2023 and 2024 cycles.

***TIP Funding Increases currently under consideration with the ARC  
Applied to ARC for Planning and Engineering Funding***

TIP Project DK-466 Federal Fiscal Year	I-85 Vehicular Bridge	Federal Commitment	Brookhaven Commitment
2023	Planning and Engineering	\$700,000	\$175,000

Brookhaven has an application pending with ARC for Planning and Engineering to determine cost and viability of a vehicular bridge to connecting Buford Hwy to Executive Park, allowing for needed relief on the North Druid Hills Road interchange.

TIP Project DK-381 Federal Fiscal Year	Peachtree Creek Greenway Phase II	Federal Transportation Alternatives	Brookhaven Commitment
2019-2023	Planning and Engineering	\$1,064,750	\$266,000
2023	Right-of-Way	\$4,559,544	\$1,139,886

Brookhaven has an application pending with the ARC for increases in Planning and Engineering and Right-of-Way Purchase.

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**Special Tax District:** In an area or “special district” bound by interstate I-85 on the west, Briarcliff Road on the east, and bisected by North Druid Hills Road, the Brookhaven Police Department provides for the safety and security of residents, businesses and the general public while on or in any property or facility therein. A dedicated patrol beat serves to deter crime, protect property, preserve the peace, and enforce all applicable federal, state, and local laws within its jurisdiction. The cost of these 24 hour/7 days a week patrol services are funded by the imposition of additional property taxes, negating any additional cost of services to the balance of City property owners. This Special Tax District provides for development and other services such as code enforcement and needed infrastructure improvements.

Beginning in 2016, district property owners remit a tax of 6.45 mills or (\$6.45 for every \$1,000 of real property value), which is in addition to the 2.74 mills or (\$2.74 for every \$1,000 of real property value) every City property owner remits.

***Budget and Staffing***

	2020 Actual	2021 Actual	2022 Revised	2023 Adopted	\$ Variance	% Variance
<b>Revenues</b>						
Property Taxes	\$258,155	\$951,736	\$1,018,650	\$1,350,000	\$331,350	32.5%
Reserves	0	0	0	280,000	280,000	100.0%
Total	\$258,155	\$951,736	\$1,018,650	\$1,630,000	\$611,350	60.0%

	2020 Actual	2021 Actual	2022 Revised	2023 Adopted	\$ Variance	% Variance
<b>Expenditures</b>						
Public Safety Services	\$808,533	\$947,035	\$982,681	\$1,000,000	\$17,319	1.8%
Contingency	0	0	35,969	0	(35,969)	(100.0%)
Public Works	0	0	0	630,000	630,000	100.0%
Total	\$808,533	\$947,035	\$1,018,650	\$1,630,000	\$611,350	60.0%

Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail.

### ***2021 Recap***

The adopted millage was maintained at 6.45 for 2021. The City will continue the evaluation of the needs of the district with respect to public safety and infrastructure. In 2021, work continued on the three following studies:

- Interstate 85 Vehicular Bridge
- Interstate 85 Pedestrian Bridge
- North Druid Hills Road Pedestrian Bridge

Also in 2021, a new public safety unit (Beat 15) was created to encompass the entire Special Tax District. This beat required seven (7) sworn police officers to allow for response to emergency calls for service and continuous preventative patrol efforts and one (1) supervisor to manage the growing span of control for the area with an additional two (2) civilian support staff members handle the growing case load and records management generated by the increased activity and police service in this area.

### ***2022 Initiatives***

The adopted millage was maintained at 6.45 for 2022. Forecasted revenue is expected to exceed the 2022 budget leading to a greater year end reserve balance. The City will continue the evaluation of the needs of the district with respect to public safety and infrastructure.

In 2022, conceptual design work was completed for, Interstate 85 Vehicular Bridge, Interstate 85 Pedestrian Bridge, and the North Druid Hills Road Pedestrian Bridge.

### ***2023 Budget Adjustments & Initiatives***

The adopted millage of 6.45 for 2023 remains unchanged from 2022. This millage rate will generate \$1,350,000 in revenue to be expended for the benefit of the district.

The amount of \$630,000 is being adopted to engage an engineering firm to begin design for the Interstate 85 Pedestrian Bridge.

The City will continue the evaluation of the needs of the district with respect to public safety and infrastructure. There are no planned service level changes anticipated for 2023.

**2022-2026 Fund Projection**

	2022	2023	2024	2025	2026
Beginning Balance	\$13,630	\$380,949	\$37,241	\$337,241	\$537,241
Revenues	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000
Expenditures	982,681	1,630,000	1,050,000	1,150,000	1,250,000
Ending Balance	\$380,949	\$80,949	\$337,241	\$537,241	\$637,241

Beginning Fund Balance from 2021 CAFR – Page 72

Note: Revenue for 2022 is anticipated to come in greater than currently budgeted due to property tax appeals.

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**LaVista Park Special District:** On December 10, 2019, the City of Brookhaven approved the annexation of the property known as LaVista Park, effective for ad valorem tax purposes December 31, 2019. The City of Brookhaven desires to improve and address deficiencies in the annexed area in an orderly manner. Per the City of Brookhaven Annexation Policy (Resolution RES 2019-09-05), the cost of addressing improvements and infrastructure deficiencies within annexed areas should not burden existing Brookhaven taxpayers. In 2020 the City of Brookhaven created a special tax district related to the 2019 annexation of the LaVista Park neighborhood.

***Budget and Staffing***

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Revenue</b>						
Property Taxes	\$405,878	\$414,341	\$400,000	225,123	(174,877)	(43.7%)
Transfer In from General Fund	0	1,025,123	0	0	0	N/A
Reserves	0	0	262,228	0	(262,228)	(100.0%)
<b>Total</b>	<b>\$405,878</b>	<b>\$1,439,464</b>	<b>\$662,228</b>	<b>225,123</b>	<b>(437,105)</b>	<b>(66.0%)</b>

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Expenditures</b>						
Public Safety	\$27,838	\$0	\$0	\$0	\$0	N/A
Public Works	57,356	1,199,498	262,228	0	(262,228)	(100.0%)
Parks and Recreation	770	0	0	0	0	N/A
Transfer Out for General Fund Loan Repayment	0	400,000	400,000	225,123	(174,877)	(43.7%)
<b>Total</b>	<b>\$85,964</b>	<b>\$1,599,498</b>	<b>\$662,228</b>	<b>225,123</b>	<b>(437,105)</b>	<b>(66.0%)</b>

Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail.

***2020 Recap***

The 2020 budget was amended with the City Council’s adoption of a 3.50 millage rate. The Public Works Department constructed two City wayfinding monuments: one at Sheridan Drive and the other at LaVista Road at the Atlanta/Brookhaven line. Funding for these monuments was provided by the City’s General Fund.

The Public Works Department completed mapping, inspection and assessment of sidewalks and street signs in LaVista Park. The inspection identified several ramps and sidewalk sections that do not meet ADA standards. As a result of the assessment, the Public Works Department completed all necessary sidewalk repair and constructed ramps to meet ADA standards in August 2020. Additionally, in 2020, initial startup equipment was purchased for the additional Police staffing and monument signs were installed by the Parks Department.

### **2021 Recap**

The continuation of the 3.50 millage rate was adopted. The following improvements were made with this funding.

#### **Street Paving**

The following streets, totaling 5.04 lane miles, have been paved in the LaVista Park Special District.

- Brook Valley Lane
- Brook Forest Drive
- Citadel Drive
- Longwood Trace
- Mayfair Drive
- Merriman Lane
- Sheridan Court
- Vista Valley Drive
- Wild Creek Trail

The cost of this work was approximately \$1.2 million and was funded with an advance from the General Fund, with repayment from the LaVista Park Special District in 2021 – 2023.

### **2021 Stormwater Infrastructure Projects**

The Public Works Department identified several stormwater infrastructure improvement projects in LaVista Park. The following drainage projects have been completed.

- 1440 & 1443 Brook Valley Lane Drainage infrastructure rehabilitation
- 1169 & 1166 Wild Creek Trail Drainage infrastructure rehabilitation
- Merriman Lane Drainage infrastructure rehabilitation (2022)
- Bernadette Lane Drainage infrastructure rehabilitation
- Mayfair Lane Drainage infrastructure rehabilitation
- LaVista Park Discharge weir rehabilitation

All Stormwater infrastructure projects in LaVista Park are funded from the Stormwater Fund.

## 2022 Budget

The 2022 budget finalized the infrastructure improvements in the district and continued to pay down the General Fund Advance. This fund is being audited in 2022 for a final determination of costs directly related to work in the district.

## 2023 Adjustments and Initiatives

The 2023 budget of \$225,123 represents a decrease of \$437,105 or 66.0 percent from the 2022 revised budget. This decrease represents the final payment of the General Fund Advance and will be the final year for ad valorem taxation for the district. The table below details the repayment schedule for the interfund loan provided from the General Fund to the LaVista Park Special District Fund. It is anticipated that the millage rate for this district will fall from the current 0.35 mills to 0.17 mills for 2023.

## 2020-2023 Fund Projection

To complete the projects listed in 2021, this fund received a loan from the General Fund. The table below forecasts the future revenue and loan repayment in the fund. Based on the current forecast, the loan will be repaid during 2023. This fund will no longer require its dedicated millage beginning with the 2024 tax bill and will be sunset.

	2020	2021	2022	2023
Beginning Balance	\$0	\$319,914	\$159,880	\$0
Revenues	405,878	414,341	400,000	225,123
Expenditures	85,964	1,199,498	262,228	0
General Fund Loan	0	1,025,123	0	0
Repayment on GF Loan	0	400,000	400,000	225,123
Balance in Fund	\$319,914	\$159,880		
Balance remaining on GF Loan	0	625,123	225,123	0

Beginning Fund Balance from 2020 CAFR – Page 69

Beginning Fund Balance from 2021 CAFR – Page 67

Detailed information on the LaVista Park Annexation legislation and policy can be found on the City of Brookhaven official website at:

<https://www.brookhavenga.gov/citymanager/page/lavista-park-annexation-special-tax-district>

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**Hotel Motel Tax Fund:** By state law, revenue from the Hotel Motel tax is used to strengthen the positive awareness of the City as a convention and visitor destination, increase revenues and stimulate economic development and growth for the community. This includes driving demand for Brookhaven area product(s) in the cultural, recreation, entertainment and travel marketplaces to create jobs; stimulate revenue streams for locally owned businesses, and help fuel increases in tax revenues which are invested back into improving neighborhoods, parks, City infrastructure, and recreational programs.

Upon incorporation of the City in December 2012, the City initially assumed the DeKalb County Hotel Motel tax rate for five percent, or five-cents on every dollar expended on lodging at the hotels and motels in the City of Brookhaven. State law provides that sixty percent, or three cents of the five cents, may be transferred to the City’s General Fund for “unrestricted” purposes. The remaining forty percent, or two-cents of the five-cents, must be expended on the promotion of events or marketing of activities.

During 2017, the City was granted through state legislation, the ability to increase the tax rate to eight percent, raising the rate to eight cents on every dollar expended on lodging. The new state law requires, fifty percent (1.5 cents of the 3-cent increase) must be used to promote tourism. The remaining fifty percent can be used to develop facilities or attractions that further City promotion and tourism. By resolution, the City Council has dedicated this portion of the rate increase to the construction of the Peachtree Creek Greenway.

**Budget**

<b>Hotel Motel Tax Fund</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Revenue</b>						
Hotel/Motel Tax	\$1,539,795	\$2,277,493	\$2,285,875	\$3,589,237	\$1,303,362	57.0%
<b>Expenditures</b>						
Payment to BCVB	673,660	996,403	1,000,000	1,570,291	570,291	57.0%
Transfer to Debt Service Fund	288,712	427,030	428,625	672,982	244,357	57.0%
Transfer to General Fund	577,423	854,060	857,250	1,345,964	570,291	57.0%
<b>Total</b>	<b>\$1,539,795</b>	<b>\$2,277,493</b>	<b>\$2,285,875</b>	<b>\$3,589,237</b>	<b>\$1,303,362</b>	<b>57.0%</b>

Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail.

### ***2021 Recap***

The 2021 revenue continued to be suppressed due to the COVID-19 pandemic affecting the travel industry in Brookhaven and worldwide. The City monitored the revenue impact on a monthly basis and made the necessary financial adjustments during the course of the year.

### ***2022 Initiatives***

The 2022 revised revenue reflects the current expectations for the travel industry in Brookhaven and worldwide while coming out of the COVID-19 pandemic. The City is expecting better than forecasted revenue in 2022 and will make further adjustments as necessary.

Per state law, and an Intergovernmental Agreement with the Brookhaven Facilities Authority, \$428,625 is budgeted to be transferred in 2022 to the Debt Service Fund for debt service payments for the revenue bonds supporting the construction of the first phase of the Peachtree Creek Greenway.

### ***2023 Budget Adjustments & Initiatives***

The 2023 Budget totals \$3,589,237 which is an increase of \$1,303,362 or 57.0 percent from the 2022 Revised Budget. The 2023 increase in revenue reflects continuing travel improvements after the affects of the COVID-19 pandemic in Brookhaven and worldwide.

This budget accounts for the inflow of Hotel/Motel excise tax revenue and the three outflows, to the General Fund, Brookhaven Convention and Visitors Bureau (BCVB), and the Debt Service Fund.

Per state law, and an Intergovernmental Agreement with the Brookhaven Facilities Authority, \$672,982 is budgeted to be transferred to the Debt Service Fund for debt service payments for the revenue bonds supporting the construction of the first phase of the Peachtree Creek Greenway.

**2022-2026 Revenue and Expenditure Forecast**

<b>Hotel Motel Tax Fund</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Sources of Funds</b>					
Hotel Motel Revenues	\$2,285,875	\$3,589,237	\$3,600,000	\$3,800,000	\$4,000,000
<b>Uses of Funds</b>					
Payment to BCVB	\$1,000,000	\$1,570,291	\$1,575,000	\$1,662,500	\$1,750,000
Transfer to Debt Service	428,625	672,982	675,000	712,500	750,000
Transfer to General Fund	857,250	1,345,964	1,350,000	1,425,000	1,500,000
<b>Total</b>	<b>\$2,285,875</b>	<b>\$3,589,237</b>	<b>\$3,600,000</b>	<b>\$3,800,000</b>	<b>\$4,000,000</b>

NOTE: This fund will maintain a zero (\$0) fund balance. All proceeds from the collection of Hotel/Motel Excise tax will be distributed according to Georgia State Statutes.

The City expends its revenue collection with Explore Brookhaven, the Brookhaven Convention and Visitors Bureau (BCVB). The BCVB is a 501 C6 and serves as the marketing arm for the City of Brookhaven. The BCVB provides professional tourism leadership and expertise for Brookhaven, and enhances the image, perception and success for tourism activities and economic opportunity in the City of Brookhaven.

For more information, go to [www.ExploreBrookhaven.com](http://www.ExploreBrookhaven.com)

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**HOST Special Revenue Fund:** The Homestead Option Sales Tax (HOST) provided a combination of property tax relief for homeowners (using at least 80 percent of receipts) and funding for capital projects (up to 20 percent). The HOST was approved by County voters on March 18, 1997, pursuant to OCGA 48-8-102. Starting on July 1, 1997, an additional one cent sales tax was collected by retailers and remitted to the Georgia Department of Revenue on certain transactions in DeKalb County. The tax relief portion of HOST was managed by DeKalb County, while the capital project funding is remitted to the City for programming.

The HOST Special Revenue Fund was created to segregate these revenues from the General Fund. Until the passage of SPLOST in November 2017, HOST revenue was the City of Brookhaven’s primary funding source for capital projects, infrastructure maintenance, and capital equipment.

Beginning with the 2017 budget, the City accounts for capital projects within a Capital Improvement Program (CIP) Fund as these projects typically span more than one fiscal year. This is captured in the transfer out to CIP Fund in the table. 2018 was the last year of revenue collection for the HOST Fund.

***Budget***

<b>HOST Special Revenue Fund</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Revenues</b>						
HOST Revenue	\$0	\$0	\$0	\$0	\$0	N/A
Interest Revenue	0	0	0	0	0	N/A
Transfer In	0	0	0	0	0	N/A
Appropriate Reserve	0	0	0	0	0	N/A
Total	\$0	\$0	\$0	\$0	\$0	N/A
<b>Expenditures</b>						
Bank Fees	\$110	\$0	\$0	\$0	\$0	N/A
Transfers to CIP Fund	141,747	0	0	0	0	N/A
Transfers to Vehicle Replacement Fund	403,213	0	0	0	0	N/A
Total	\$545,070	\$0	\$0	\$0	\$0	N/A

Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail.

***2023 Budget Adjustments and Initiatives***

Continuation of the policy that as the remaining HOST funded projects end, any residual funding will be transferred to the Vehicle Replacement Fund.

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**Debt Service Fund:** The Debt Service Fund accounts for the payment of principal and interest as well as the related annual costs of the City’s long-term debt. Currently, the City’s long-term debt (City obligations greater than one year in length) consists of General Obligation and Revenue Bonds. Debt obligations currently accounted for include the following:

Debt Purpose	Initial Obligation	Terms	Balance 12/31/22	Balance 12/31/23
Purchase of Greenspace from DeKalb Peachtree Airport. This is a twenty (20) year loan financed through the Georgia Environmental Financing Agency (GEFA).	\$5,700,000	Issued:04/10/2017 Due: 04/01/2037 Rate 0.87% \$23,660 monthly \$500,000 principal forgiven	\$4,209,961	\$3,960,307
Financing for construction of the new Public Safety Building – General Obligation Bonds (SPLOST Revenue)	\$12,000,000	Issued: May 2018 Due: 07/2024 Rate: 2.75% Payment: January and July of each year	\$4,000,000	\$2,000,000
Financing for construction of Phase I of the Peachtree Creek Greenway – Revenue Bonds (Hotel/Motel Excise Tax revenue)	\$12,640,000	Issued: October 2018 Due: 07/2042 Rate: Variable 3.125 to 5% Payment: December of each year	\$11,880,000	\$11,635,000
Financing for the Park Bond Projects that were approved on the November 2018 ballot (Property Tax Revenue)	\$38,855,000	Issued: January 2019 Due: 07/2049 Rate: Variable 3.0 to 5.0% Payment: January and July of each year	\$37,280,000	\$36,490,000
Financing various SPLOST projects – General Obligation Bonds (SPLOST Revenue)	\$15,000,000	Issued: March 25, 2020 Due: 05/01/2024 Rate: 0.82% Payment: Monthly	\$5,261,774	\$1,553,928

**Budget**

<b>Debt Service Fund</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Revenues</b>						
Real and Personal Property Taxes	\$2,028,415	\$2,196,839	\$2,168,850	\$2,166,100	(\$2,750)	(0.1%)
Transfer In from General Fund	0	0	82,887	0	(82,887)	(100.0%)
Transfer In from Hotel/Motel Fund	288,712	427,030	428,625	672,982	244,357	57.0%
Transfer In from SPLOST Fund	4,766,386	5,957,078	5,902,078	5,847,078	(55,000)	(0.9%)
Transfer In from Stormwater Fund	0	0	0	283,923	283,923	100.0%
Appropriation from Reserve	0	0	447,142	0	(447,142)	(100.0%)
<b>Total</b>	<b>\$7,083,513</b>	<b>\$8,580,947</b>	<b>\$9,029,582</b>	<b>\$8,970,083</b>	<b>(\$59,499)</b>	<b>(0.7%)</b>

	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Expenditures</b>						
Principal	\$2,556,999	\$6,832,803	\$6,915,018	\$6,992,500	\$77,482	1.1%
Interest	760,926	2,248,625	2,114,564	1,977,583	(136,981)	(6.5%)
Fiscal Agent Fee	500	1,145	0	0	0	N/A
Contingency	0	0	0	0	0	N/A
<b>Total</b>	<b>\$3,318,425</b>	<b>\$9,082,573</b>	<b>\$9,029,582</b>	<b>\$8,970,083</b>	<b>(\$59,499)</b>	<b>(0.7%)</b>

Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail.

**2021 Recap**

The 2021 Budget included the transfers for the debt as described above. All principal and interest payments were made in accordance with the debt schedules.

**2022 Initiatives**

The 2022 Revised Budget currently includes the transfers for the debt as described above. As can be seen in the table above, the 2022 budget appropriates reserves in the amount of \$447,142. Of this amount is the prefunded payment for the Georgia Environmental Financing Agency (GEFA) in the amount of \$201,036 and reserve use of \$246,106 for possible shortfall in

the Peachtree Creek Greenway debt payment due the continuing impacts on the Hotel/Motel fund due to the COVID-19 pandemic.

***2023 Budget Adjustments and Initiatives***

The 2023 Budget includes the transfers for the debt as described above. A transfer from the Stormwater Fund has replaced the use of fund balance for payment of the Georgia Environmental Financing Agency (GEFA) in the amount of \$283,923. It is anticipated that there will not be a need for the use of reserves to further fund the Peachtree Creek Greenway debt payment.

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**Stormwater Fund:** The Stormwater Fund was established to segregate revenues and expenses for the operation of the City’s Stormwater Utility including staffing, management, maintenance, operations, assessment, inspection, and capital improvements to publicly-owned stormwater facilities in the City. The revenues of the fund are collected from the Stormwater Utility Assessment Fee which is billed and collected through the annual property tax bill. The Stormwater Utility Fee for 2022 is assessed at a rate of \$8.38 per month (\$100.50 per year) per Equivalent Residential Unit (ERU). Single family residential properties and townhomes are assessed at one (1) ERU per parcel. Multi-family properties and condominiums are assessed at three-quarters (0.75) ERU per unit. Vacant lots are assessed at one-half (0.5) ERU per parcel. Non-residential properties are assessed at one (1) ERU for each 2,500 square feet of impervious area. The Stormwater Fund is managed within the Public Works Department.

***Budget and Staffing***

<b>Stormwater Fund</b>	<b>2020 Actual</b>	<b>2021 Revised</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Revenues</b>						
Assessment Fee Revenue	\$2,356,884	\$3,356,815	\$3,671,455	\$3,815,385	\$143,930	3.9%
Transfers In/Other Revenue	613,842	1,235,209	0	0	0	0
Other Financing Sources	0	0	800,529	0	(800,529)	(100.0%)
<b>Total</b>	<b>\$2,970,726</b>	<b>\$4,592,024</b>	<b>\$4,471,984</b>	<b>\$3,815,385</b>	<b>(\$656,599)</b>	<b>(14.7%)</b>
<b>Expenditures</b>						
Purchased Contracted Services	\$1,465,517	\$1,243,782	\$2,152,068	\$1,964,415	(\$187,653)	(8.7%)
Supplies	4,461	26,267	116,000	28,725	(87,275)	(75.2%)
Infrastructure	0	0	1,761,548	1,216,080	(545,468)	(31.0%)
Depreciation	209,567	242,257	0	0	0	N/A
Allocation of Costs	42,786	42,086	0	200,000	200,000	(100.0%)
Other Financing Uses	0	57,500	442,368	406,165	(36,203)	(8.2%)
<b>Total</b>	<b>\$1,549,238</b>	<b>\$1,611,892</b>	<b>\$4,471,984</b>	<b>\$3,815,385</b>	<b>(\$656,599)</b>	<b>(14.7%)</b>
Staffing (vendor positions)	2 Full-time	3 Full-time	4 Full-time	4 Full-time	N/A	N/A

Please see the Revenue and Expense Detail tab of this budget document for revenue and expense detail.

## **2021 Recap**

The Department welcomed new neighbors within the LaVista Park annexation district by completing a group of six new stormwater infrastructure capital improvement projects in 2021. The Woodrow Way at Inman Drive Outfall Improvement Project was completed early in 2021.

More than 15 major drainage projects were completed in 2021, including eight emergency projects that addressed sinkholes in City streets, right-of-way, or easements. These projects highlighted the overall condition of the City-owned drainage system within the right-of-way and the need to develop a systematic approach to sustain these assets.

The emergency project on W. Nancy Creek Drive to replace a collapsed 48" diameter CMP between two homes in a City drainage easement required seven months to complete, over \$600,000 in cost, and required shoring / stabilization of the foundation of the home at 1177 W Nancy Creek Drive.

Recognizing the backlog of and the increase in stormwater-related Service Requests and Work Orders, the Department added another crew to the maintenance operation. The Department focused on MS4 inspection findings and created work orders for the maintenance crews to address the repair/maintenance locations identified in the 5-year inspection cycle.

The Department also focused on high priority stormwater structures and conveyances throughout the City.

In support of the increased stormwater workload and emergency projects, City Council increased the base stormwater fee to \$94 / ERU in the Spring of 2021.

The Public Works Department continued to implement two grant-funded projects from the U.S. Environmental Protection Agency within the Nancy Creek Watershed Improvement Plan. Construction concluded on the North Fork Nancy Creek Stream Restoration Project from Murphey Candler Lake Spillway to Nancy Creek. State and Federal permitting activities were completed for the North Fork Nancy Creek Stream Restoration Project from I-285 to Murphey Candler Lake.

In addition, Department continued acquisition of repetitive loss properties under the 2020 FEMA Hazard Mitigation grant which calls for the purchase and demolition of 11 repetitive flood properties. The Department has agreed on terms of the purchase and/or completed the closing for all but one of the targeted properties. Bids for the demolition of 6 properties were received in 2021.

One additional full-time employee was added to the Stormwater Utility Division team.

## **2021 MS4 Program**

The Department entered the third year of the five-year NPDES Stormwater MS4 Permit and Inspection cycle. Inspections of structures and conveyances in 2 of the 5 geographic inspection



areas were completed which allowed the Department to combine the third and fourth year of the 5-year inspection period. Inspection occurred in one Zone for the Dry weather outfall screening and stormwater ponds. The 2020 Annual Report was submitted and approved by GA EPD. Updates to the City's GIS Mapping continue to reflect the City's stormwater assets in ground.

### ***2022 Initiatives***

For 2022, the Utility's focus has been a mix of reactive, proactive, and capital improvements through maintenance, repair, and rehabilitation projects in five areas.

1. Murphey Candler Dam,
2. North Fork Nancy Creek Stream Restoration: I-285 to Murphey Candler Lake,
3. High priority systems in active failure,
4. High-priority CMP systems in City rights-of-way, and
5. Expansion of in-house maintenance and repair capabilities.

The Department used the competitive ITB process to pre-qualify groups of professional, specialty construction, and general construction service providers to enter into long-term agreements to assist in maintaining high quality project delivery and provide a better level of cost control.

Each year, as part of the MS4 Stormwater Management Program (SWMP), the City contracts street sweeping services to outside contractors. Nearly 45 tons of sand, dirt, gravel, and debris are diverted from streams in a one-time annual pass over each street in the City. The Department intends to significantly increase efficiency, and, in the vein of cost control and delivery of a higher level-of-service to Brookhaven's residents, the Department entered into a lease/purchase agreement in August 2022 for the acquisition of a street sweeper which will utilize staff from City resources.

### ***2022 MS4 Program***

The Department entered the fifth year of the five-year NPDES Stormwater MS4 Permit and Inspection cycle. Inspections of structures and conveyances in the 5th geographic inspection area are scheduled to be complete by end of year.

The 2021 Annual Report was submitted and approved by GA EPD.

### ***2023 Budget Adjustments and Initiatives***

For 2023, the Utility's focus will continue to be a mix of reactive, proactive, and capital improvements through maintenance, repair, and rehabilitation projects in five areas:

1. Murphey Candler Dam,

2. North Fork Nancy Creek Stream Restoration: I-285 to Murphey Candler Lake,
3. High priority systems in active failure,
4. High-priority CMP systems in City rights-of-way, and
5. Expansion of in-house maintenance and repair capabilities.

A major emphasis will be placed on Category 3, High priority systems in active failure.

The Department intends to use the groups of professional, specialty construction, and general construction service providers that have been contracted through an On-Demand Services Agreement to assist in maintaining high quality project delivery and provide a better level of cost control.

The City will utilize the street sweeper, currently under lease/purchase agreement, as part of the MS4 Stormwater Management Program (SWMP). In 2023, the Department will formalize the program, including routes.

**Projects in 2023 Capital Budget (Previously funded from 2021/2022 Budget)**

INFRASTRUCTURE PROJECT	FUNDING FOR	PROJECT NUMBER	AMOUNT
North Fork Nancy Creek Stream Restoration: I285 - MCL	Design/construction	SP2019.315	\$700,000
		Total	<b>\$700,000</b>

**Projects Funded in 2023 Operating Budget**

MAINTENANCE PROJECT	FUNDING FOR	FUNDING SOURCE	AMOUNT
Pipe Lining/Pipe Jetting - Citywide	Maintenance	Operating Budget	\$50,000
Citywide Emergency Repair (sinkholes, failures etc.)	Maintenance	Operating Budget	\$125,000
Street Sweeping	Maintenance	Operating Budget	\$128,043
		Total	<b>\$303,043</b>

**Stormwater Project List, 2022-2025**

COMPLETED DRAINAGE PROJECTS – 2022
1439 Windsor Pkwy – Emergency Repair, replace failing 18” CMP
2724 Green Meadows Lane – Replace failing outlet structure adjacent to W side of Green Meadows Lane with a headwall and retaining wall
1490 Ashwoody Ct. – Replace failing 24” CMP, junction box and upstream headwall

3378 Woodrow Way – Replace failing 24” CMP, remove buried junction box and replace downstream headwall
3910 Harts Mill Lane – Replace failing 24” CMP, extend new storm sewer and replace downstream headwall with new apron. Addition of three junction boxes and a new catch basin top
1839 Canmont Dr. – Remove existing flume and replace with new flume with top. Install railing at edge of top.
3846 Granger Dr. – Replace 170 LF of 30” CMP and 275 LF of 24” CMP, construct a new headwall and four catch basins. Replace curb and gutter and driveways
1475 Sylvan Circle – Replace failing 18” and 24” CMP
Burch Cir. – Replace 24” CMP

FUTURE DRAINAGE PROJECTS – Funded through Infrastructure Budget*	
<i>Bluffhaven Sub-Division 54” CMP Cross Culvert Lining</i>	<i>Rehabilitate Murphey Candler Lake Spillway Structure</i>
<i>1285 Hampton Hall: Replace H/W</i>	<i>Rehabilitate 30” Drain Pipe at MCL Dam</i>
<i>3877 Windsor Lake Dr: CIPP 42” CMP /Grout Structure</i>	<i>MCL Repairs Upstream of Dam / Spillway</i>
<i>Georgian Ter / Skyland Dr CIP: Replace CMP, H/W, &amp; CB</i>	<i>903 &amp; 910 Byrnwyck Road: Rehab Headwall (H/W) &amp; 54”CMP under Road w/ Cast-In-Place-Concrete (CIPP)</i>
<i>1587 Runnymede Drive: Replace CB</i>	<i>1297 Chaucer Lane: Replace H/W</i>
<i>Bubbling Creek Rd / Runnymede Corridor Replace 30”-36” and 18” CMP Drainage Systems (2 projects)</i>	
<i>3431-3424 Stratfield Dr: Replace Drop Inlets, CMP, H/W</i>	<i>3934 Ashford Dunwoody /3968 Parkcrest Dr: CIPP CMP</i>
<i>1432 Stratfield Circle: CIPP Pipes</i>	<i>Club Place Phases I &amp; III: CB, CMP, H/W Replacement</i>
<i>1456 Stratfield Circle: Replace CMP &amp; H/W</i>	<i>1114 Ashton Trace - Replace Failing CMP System</i>
<i>2287 Burch Cir – Replace System, Road to Creek</i>	<i>Ashton Trace at Mitchell Cove Phase II</i>
<i>1321 N Cliff Valley Rd @Bldg 1391 - Outfall Rehab</i>	<i>N Druid Hills Rd /Lindenwood Ln Drainage Rehab</i>
<i>Drew Valley Road Drainage Improvements Downstream of Briarwood Way CIP (Long Term – Study, Design, Bid, Construct CIP Project (LT-CIP))</i>	<i>Ellijay/Cartecay/Coosawattee Drainage Basin Storage Feasibility Study &amp; CIP(LT-CIP)</i>

\*Projects may be rearranged / reclassified / rescheduled based on then-current priorities and available funding.

**2022-2026 Fund Projection**

	2022	2023	2024	2025	2026
Beginning Balance	\$1,066,510	\$1,066,510	\$1,066,510	\$1,066,510	\$1,066,510
Revenues	4,471,984	3,815,385	3,850,000	3,933,000	4,070,655
Expenditures	4,471,984	3,815,385	3,850,000	3,933,000	4,070,655
Ending Balance	\$1,066,510	\$1,066,510	\$1,066,510	\$1,066,510	\$1,066,510

Beginning Fund Balance from 2021 CAFR – Page 36

**Stormwater Utility Performance Measures**

The Department continue to improve and modify performance measures based on customer demand and needs. The following will be the Department Performance measures in 2023:

- Comply with State MS4 program and meet **100 percent** of the deadlines
- Return **95 percent** of the customer phone calls and e-mails within 24-hour of receipt.
- Complete **95 percent** of the Priority 1 Work Orders from City Source within **24 Hours**
- Complete **95 percent** of the Priority 2 Work Orders from City Source within **7 days**
- Complete **95 percent** of the Priority 3 Work Orders from City Source within **21 days**

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**Vehicle Replacement Fund:** The Vehicle Replacement Fund was created to budget for capital acquisition of vehicles funded through multiple revenue sources. This fund also is intended to carry a fund balance to help level annual funding needs. The Police Department is the primary user of vehicles in the City and monitors the safety and quality of the vehicles on a regular basis.

***Budget***

Vehicle Replacement Fund	2020 Actual	2021 Actual	2022 Revised	2023 Adopted	\$ Variance	% Variance
<b>Revenues</b>						
Transfer In	\$2,203,213	\$0	\$2,000,000	\$0	(\$2,000,000)	(100.0%)
Appropriate Reserve	0	971,093	1,393,527	1,240,553	(152,974)	(11.0%)
Reimbursement for damaged property	31,993	29,502	0	0	0	N/A
Total	\$2,235,206	\$1,000,595	\$3,393,527	\$1,240,553	(\$152,974)	(11.0%)
<b>Expenditures</b>						
Vehicles	\$951,647	\$1,000,595	\$1,393,527	\$1,240,553	(\$152,974)	(11.0%)
Increase Fund Balance	\$1,283,558	\$0	\$2,000,000	\$0	(\$2,000,000)	(100.0%)

Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail.

***2021 Recap***

A total of 14 police vehicles were replaced with the Ford Hybrid Utility Interceptor (SUV), using the accumulated fund balance. Additionally, three all-electric Ford Mustangs were purchased.

***2022 Initiatives***

Based on the 5-year replacement plan, a total of 15 police vehicles are scheduled for replacement in 2022. The replacements were Ford Hybrid Utility Interceptor (SUV), using the accumulated fund balance. The Ford Hybrid SUVs replaced existing Taurus sedans and high-mileage gas SUVs.

In addition, 2 hybrid SUVs within the Community Development Department were purchased to replace surplus sedans, 1 pick-up truck within the Parks and Recreation Department was purchased as a pool vehicle, 1 pick-up truck within the Facility Services Department was purchased to support the newly created department. Funding also included upfitting of vehicles across all departments with necessary equipment.

The appropriation for the purchase of five Ford Lightning pick-ups was approved in August 2022. These electric vehicles will count toward 2023 vehicle requests.

**2023 Budget Adjustments and Initiatives**

In 2023, five Ford Lightning pick-ups will be acquired and distributed as follows: 3 to Police, 1 to Parks and Recreation, and 1 to Community Development. A total of 15 police vehicles are scheduled for replacement, including 3 to be replaced by the Lightning pick-ups. The other replacements will be Ford Hybrid Utility Interceptor (SUV), using the accumulated fund balance. The Ford Hybrid SUVs will replace existing Taurus sedans and high-mileage gas SUVs.

In addition, 1 all-electric Ford Mustang will be purchased as a pool vehicle assigned to the City Manager’s Office and 1 hybrid SUV within the Community Development Department will be purchased to in support of a third arborist position that was authorized in 2022. Funding will also include upfitting of vehicles across all departments with necessary equipment.

**2022-2026 Fund Projection**

	2022	2023	2024	2025	2026
Beginning Balance	\$1,754,035	\$2,360,508	\$1,119,955	\$0	\$0
Revenue - Transfers In	2,000,000	0	0	1,200,000	1,200,000
Expenditures	1,393,527	\$1,240,553	1,119,955	1,200,000	1,200,000
Ending Balance	\$2,360,508	\$1,119,955	\$0	\$0	\$0

Beginning Fund Balance from 2021 CAFR – Page 67

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**Municipal Court Fund:** Municipal Court must handle payments to other courts in accordance with specific rules established by the Georgia Superior Court Clerk’s Cooperative Authority (GSCCCA). The GSCCCA was created by statute in 1993 and was mandated by state law to act as collecting and remitting agents with respect to costs, fees, and surcharges required to be charged on every fine in a municipal court.

Funding is required to be remitted to the GSCCCA by the end of the month following the month in which the funds are received. The GSCCCA prescribes the procedures and forms required in the remitting and reporting of the funds.

Local Victim Assistance, County Drug Abuse and Peace Officers Annuity funding is reportable to GSCCCA, but are remitted to the appropriate agencies as required by statute.

**Budget**

<b>Municipal Court Fund</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Revenue</b>						
Municipal Court Fines	\$278,049	\$336,894	\$333,000	\$333,000	\$0	(28.6%)
<b>Expenditures</b>						
Local Victim Assistance	\$33,834	\$45,031	\$50,000	\$50,000	\$0	0.0%
County Drug Abuse	11,428	13,861	25,000	25,000	0	0.0%
Peace Officers Annuity	42,348	88,966	70,000	70,000	0	0.0%
GSCCCA – Georgia Superior Court	141,756	189,036	188,000	188,000	0	0.0%
<b>Total</b>	<b>\$229,366</b>	<b>\$336,894</b>	<b>\$333,000</b>	<b>\$333,000</b>	<b>\$0</b>	<b>0.0%</b>

Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail.

This fund was created in fiscal year 2020 at the request of the City’s outside auditing firm to maintain compliance with the State of Georgia Mandated Chart of Accounts. This segregated fund is simply a way to account for the revenues collected and then disbursed to outside agencies as required by State of Georgia Code.

This fund will maintain a zero fund balance.

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**Brookhaven Public Facilities Authority Fund:** The Brookhaven Public Facilities Authority (BPFA) was created by the State of Georgia Legislature through Act 533, S.B 478. The BPFA has the power to; acquire, construct, add to, extend, improve, equip, operate, maintain, lease, and dispose of a project. The BPFA can also execute contracts, leases, and other agreements as necessary in order to perform its duties related to a project. This also includes financing using the proceeds of revenue bonds, notes, or other forms of financial obligation.

A project for purposes of the BPFA include buildings, facilities, and equipment necessary or convenient for the efficient operation of the City or any department, agency, division, or commission.

***Budget***

<b>Brookhaven Public Facilities Authority Fund</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Revised</b>	<b>2023 Adopted</b>	<b>\$ Variance</b>	<b>% Variance</b>
<b>Revenue</b>						
Lease Proceeds	\$0	\$1,350,000	\$100,000	\$150,000	\$50,000	50.0%
<b>Expenditures</b>						
Land Purchase	\$0	\$1,355,864	\$100,000	\$150,000	\$50,000	50.0%
<b>Total</b>	<b>\$0</b>	<b>\$1,355,864</b>	<b>\$100,000</b>	<b>\$150,000</b>	<b>\$50,000</b>	<b>50.0%</b>

Please see the Revenue and Expense Detail section of this budget document for revenue and expense detail.

***2021 Recap***

In 2021, the City entered into an Intergovernmental Agreement with the Facilities Authority for the purchase of the former Rita’s Dry Cleaners property at 1382 Dresden Drive. The property was purchased for \$1.80M. Payments to the seller will be made over the course of four years (2021 - 2024).

This property was initially intended to be included in the Dresden Village project being developed by Connolly Investment and Development Company for a cut-through connection in the corridor. That development deal did not close, and Connolly opted to move forward with their development plans without this property and without a cut-through. To avoid having a vacant building in the middle of a prime development near the City’s Centre, City Council authorized the purchase of the property to protect the design integrity of the Dresden Village project.

Although official plans for the property have not been identified at this time, it is being preserved for public use. Some options include, but are not limited to, public greenspace or neighborhood shopping.

**2022 Initiatives**

For the 2022 Budget the fund made its payment in accordance with the City Council approved agreement.

**2023 Budget Adjustments & Initiatives**

The 2023 budget totals \$150,000 which is an increase from the \$100,000 or 50.0 percent from the 2022 Revised Budget. The 2023 increase in revenue reflects continuing lease payments and land acquisition costs for the 2021 land transaction.

**2021-2025 Revenue and Expenditure Forecast**

<b>Brookhaven Public Facilities Fund</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>Source of Funds</b>					
Lease Proceeds	\$1,350,000	\$100,000	\$150,000	\$150,000	\$0
<b>Use of Funds</b>					
Land Acquisition	\$1,350,000	\$100,000	\$150,000	\$150,000	\$0

NOTE: This fund will maintain a zero (\$0) fund balance. All proceeds from the collection of lease proceeds will be directed toward the purchase of land.

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