



TO: Mayor and City Council
FROM: Christian Sigman, City Manager
DATE: June 13, 2016
SUBJECT: May 2016 Departmental Highlights

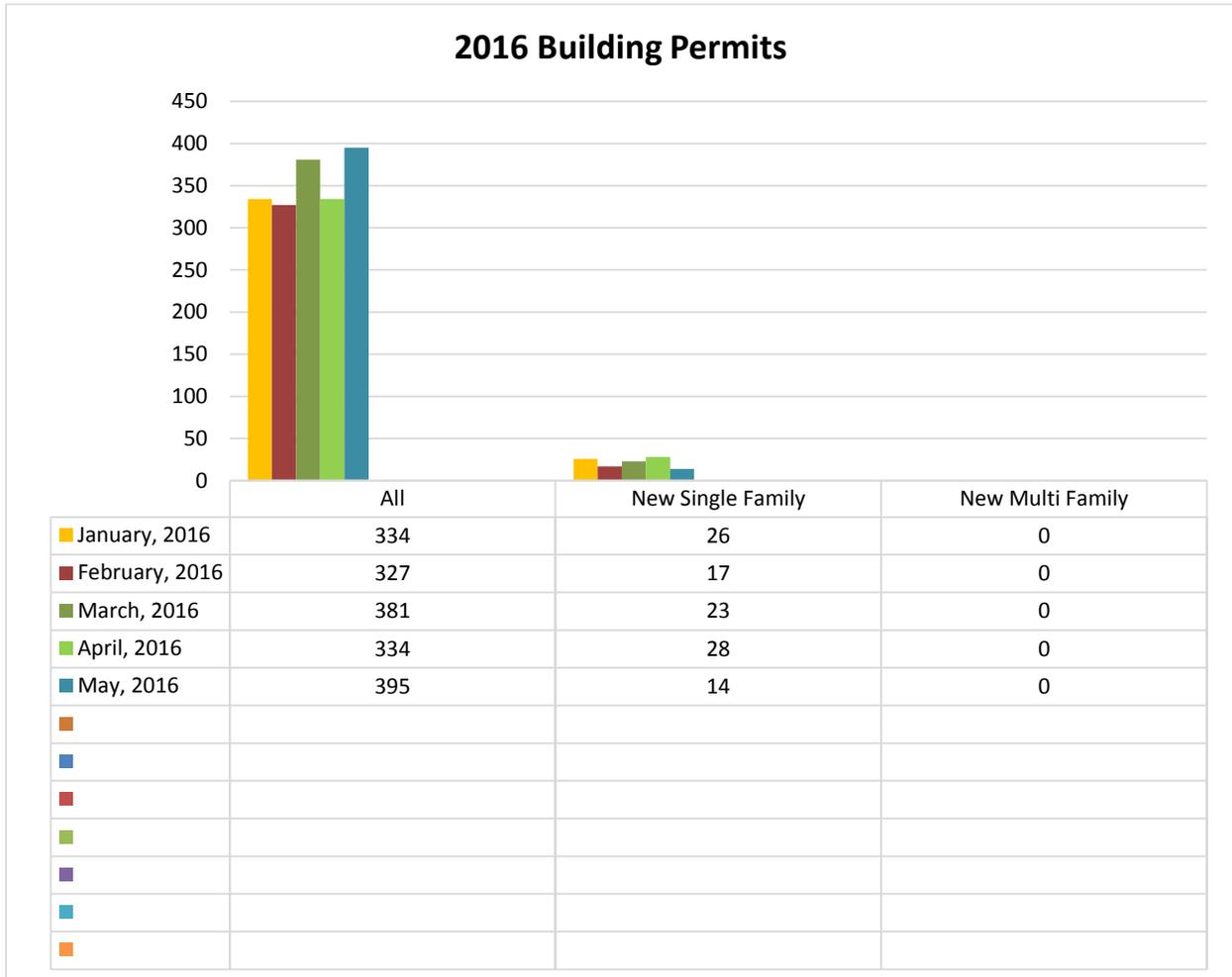
Below you will find the **May 2016 Departmental Highlights report**.

Please feel free to contact me should you have any questions and/or concerns.

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Community Development



ZBA/Variances Filed in May 2016

File #	Address	Scope	Hearing Date
ZBA16-13	2037 Hedgrows Inc.	Reduce average front yard setback from 47 feet to 42.3 feet and reduce stream buffer from 75 feet to 50 feet for construction of a single family residence	06/15/16
CBA16-01	3251 Osborne Road	Appeal of the department's issuance of a Certificate of Occupancy for the referenced address	06/22/16
ZBA16-19	3251 Osborne Road	Appeal of the department's issuance of a Certificate of Occupancy for the referenced address	06/15/16
ZBA16-20	3630 Inman Drive	Reduce average front yard from 49.25 feet to 40.7 feet and reduce rear yard from 40 feet to 11.4 feet for construction of a single family residence	06/15/16

ZBA16-21	1486 Bates Court	Reduce average front yard setback from 75 feet to 30 feet and reduce stream buffer from 75 feet to 50 feet for construction of a single family residence.	06/15/16
ZBA16-22	2527 Skyland Drive	<p>Variations to allow development of townhomes as follows:</p> <ol style="list-style-type: none"> 1. Reduce 35 foot front yard setback to 0 feet. 2. Reduce building separation from 60 feet to 30 feet front to front/rear to rear, from 40 feet to 20 feet front to side/rear to side, and from 20 feet to 10 feet side to side. 3. Reduce required parking from 4 spaces to 2 spaces for units 80, 102, 117, 120, and 130 as shown on the site plan. 4. Reduce side yard setback from 20 feet to 16 feet for Tract 6 as shown on the site plan. 5. Increase lot coverage from 35% to 37.74% for Tract 5. 	06/15/16

ZBA/Variations Heard in May 2016

File #	Address	Scope	Hearing Date	Action
Successive Application ZBA14-75	4040 Peachtree Road	Successive application request for ZBA14-75	05/25/16	Denied
ZBA16-09	3630, 3640, & 3646 Clairmont Road and 1917 Manville Drive	<p>Variations to allow development of a gas station as follows:</p> <ol style="list-style-type: none"> 1. Reduce required transitional buffer from 50 feet to 0 feet (west). 2. Increase maximum lot coverage from 80% to 90%. 3. Reduce required side yard setback from 20 feet to 9 feet (west). 4. Reduce accessory structure setback 	05/25/16	Deferred to 7/20/16. The request to reduce required 10 foot sign setback to 9.2 feet on Dresden Drive was Withdrawn without Prejudice.

		<p>from 10 feet to 2 feet (north).</p> <p>5. Reduce required parking from 31 spaces to 24.</p> <p>6. Reduce 10 foot landscape strip along Clairmont Road to 1 foot and along Dresden Drive to 8 feet.</p> <p>7. Reduce required 10 foot sign setback to 9.2 feet on Dresden Drive.</p>		
ZBA16-14	2743 Mabry Road	Reduce stream buffer from 75 feet to 48 feet for construction of a detached garage	05/25/16	Denied
ZBA16-15	1984 Mendenhall Circle	Reduce rear yard setback from 30 feet to 26 feet for construction of a screened porch	05/25/16	Approved with Conditions
ZBA16-16	3249 Buford Highway	Reduce transitional buffer from 50 feet to 10 feet and increase the maximum ground sign size from 80 square feet to 86 square feet	05/25/16	Approved with Conditions to reduce transitional buffer from 50 feet to 10 feet. The request to increase maximum ground sign size from 80 square feet to 86 square feet was Denied.
ZBA16-17	3020 Parkridge Drive	Increase maximum lot coverage from 35% to 41.1% for construction of a deck addition to an existing single family residence	05/25/16	Approved with Conditions
ZBA16-18	2801 Georgian Terrace	Reduce side yard setback from 7.5 feet to 3 feet for construction of an addition to an existing single family residence	05/25/16	Approved with Conditions

Rezoning Filed in May 2016 - None

N/A				

Rezoning Heard in May 2016 - None

File #	Address	Scope	PC Hearing Date	PC Rec	CC Hearing	CC Rec
N/A						

**Code Enforcement Activity
May 2016**

Courtesy warnings issued (Notice of violation)	166
Letters of violation	15
Citations issued – Residential Property Violations	0
Citations issued – Commercial Property Violations	0
Signs picked up on city right of ways	238
Total inspections	608

**Building Inspection Activity
May 2016**

Plan reviews	121
Building inspections	766
Building inspections percent pass/fail	86%/14%

**Key Land Development Activity/Review
May 2016**

Land Development Enforcement & Inspection Activity	
Tree removal permits	28
Stop Work Orders issued	13
Courtesy warnings issued (Notice of violation)	50
Total inspections	347
Environmental Court Summons	
2743 Mabry Road – No-Lo: \$500 fine & trees to be planted on property	
1490 Bates Court – Guilty: \$500 fine	
2356 Colonial Drive – Guilty: \$500 fine for Erosion Control Violation	
2356 Colonial Drive – Guilty: \$500 fine for Stop Work Order Violation	
Total	4
Land Disturbance Permit Review	
Dettelbach Pesticide Warehouse Capping	
Blackburn Row Revision (6 TH)	

3941 Glencrest Court - Grading/SWM/Trees	
4004 Summit Blvd - Storm pipe revision	
1190 West Druid Hills ADA Ramp Addition	
2700 Apple Valley redevelopment	
Skyland Brookhaven Amenity Site	
Telford Cove Subdivision Revision - Grading/ Trees	
Brookhaven Crossing Revision – storm pipe and inlet addition	
Total	9
Land Disturbance Permit Issued	
The Ashford Apartments - Pool & Clubhouse	
3113 Silver Lake Drive	
Total	2
Plat Review Activity	
2604 Green Meadows Lot Split	
2700 Apple Valley Lot Combo Plat	
Total	2
Plats Approved	
Townsend at BH Combination	
Brookhaven Crossing Final Plat	
Total	2

Municipal Court

Municipal Court Activity	May 2016
Case Filings	581
Number of Court Dockets	9
Court Docket- Number of cases on dockets	591
Court Collections & Agencies Payments	
Base Fine	82,365.53
Contempt Charge	300.00
Processing Fee	14,965.49
Cash Bonds	50,798.00
Revenue Collected-Diverse Agencies	26,141.98
CB-Applied	7,608.00
Bond Forfeiture	0.00
Overage	0.00
Monthly Cash Collections	182,179.00
Paid to Diverse Agencies	26,141.98
Cash Bond Refunds/Returned	9,538.00
Total Paid Out	35,679.98
NET	146,499.02

City Clerk

City Clerk's Office Activities - May 2016		
	Open Record Requests	33
	Agendas/Agenda Packets Managed	5
	Minutes Composed (Council, Dev. A, and Alcohol Board)	5
	Executive Sessions Held (Council Only)	1
Legislation and Contracts Approved by Mayor and Council - May 2016		
Ordinances	May 2016	
Number	Description	
ORD 2016-05-01	Amend Chapter 17 - Motor Vehicles and Traffic - Article VI - Bicycles - Sec. 17-321	5/24/2016
Resolutions	May 2016	
Number	Description	Approval Date
RES2016-05-01	Local Government Lighting Project - US23/SR13 Buford Hwy	5/24/2016
Contracts & Agreements	May 2016	
Department	Description	Appr./Sig. Date
Admin/Council	DeKalb Board of Education - Skyland School Property	5/10/2016
Parks and Rec.	Integrated Construction and Nobility, Inc. - Murphey Candler Park Bridge	5/10/2016
Council	Consent Judgement - 1364 Sylvan Circle	5/10/2016
Parks and Rec.	Cline Service Corporation - Briarwood Park Bridge	5/24/2016
Public Works	Low Engineers - Addendum - Public Works Director, Engineer	5/24/2016
Public Works	GDOT - SR13/Buford Highway Lighting	5/24/2016
Parks and Rec.	Universal Tennis Management, LLC - Tennis Courts	5/24/2016
Parks and Rec.	YMCA - Summer Day Camps - Lynwood and Briarwood Parks	5/24/2016
Council	City Manager Employment Agreement	5/24/2016
City Mgr.	A & D Painting - Painting Services	5/24/2016
Public Works	Patterson Dewar Engineers - Stratfield Yards - Hydrology - Land Surveying, etc.	5/24/2016
Policies	Adopted Policy - May	Approval Date
	None	
Moratoriums	Pending Moratoriums	
	None	

Communications

1. Photographed Food Trucks opening night; Lynwood Park Community Day; Det. David Snively receiving award; Mayor's town hall
2. Assisted parks department with Summer program advertising
3. Press releases, eblasts & web posts:
 - Survey work to begin for parks master plans
 - Selection of finalist for Brookhaven city manager
 - Reminder: Blood drive on Thursday
 - Notice of road closure: E. Brookhaven Drive
 - Youth invited to help plan Brookhaven's playgrounds
 - Residents invited to Coffee with a Councilmember
4. Created Spring Newsletter and Summer Program Registration banners for homepage
5. Created flyers for Water Safety Day, Playground Charrette, Dive-In Movies and Pool Passes
6. Maintained and updated community calendar on website
7. Assisted various departments with website updates
8. Social media updates via Facebook, Twitter and NextDoor
9. Fielded media requests
10. Weekly Friday eblasts

Engagement reports: N/A

Constant Contact: 2,671 subscribers, increase of 64 since beginning of month; open rate 36.7% (industry average-25.65%)

Facebook: Total page "likes" to date- 2,400 (increase of 240 since beginning of month)

Twitter: 2,492 followers, up 33 over 28-day period

Tourism

- Sponsoring Bud & Burgers Festival June 25 in Brookhaven Park
- The Brookhaven Bolt 5K and Family Festival – Boosted Facebook Post
6,115 people reached-103 Likes-14 Shares-4 comments
- Taste of Town Brookhaven – Boosted Facebook Post
8,068 People reached-109 Likes-31 Shares-6 Comments
- Bud & Burgers Festival – Boosted Facebook Post
11,091 People reached-23 Likes-3 Shares-3 Comments
- Facebook promotions for Brookhaven Food Truck Nights and Pour Wine Bar & Bistro
- Brookhaven articles and photographs included in new Destination Guide Magazine with 50,000 copies printed in July
- Brookhaven attractions/events included in Map & Attractions Brochure with 20,000 printed
- Hosted a motor coach seminar to discuss how hotels secure this group business
- Participated in the Food Truck Roundup @ Blackburn Park
- Secured motor coach drivers for Brookhaven hotel
- Mailed out listing of DeKalb County “Festivals and Events” for 2017
- Preparing tourism information on Brookhaven for Atlanta Warbirds weekend (9/22-25/2016)
Hyatt Regency at Villa Christina selected as host property
- American Flying Tigers AVG (9/22-25/2016) with Brookhaven hotels being strongly considered due to their proximity to DeKalb Peachtree Airport.
- Working with Planner for Men’s & Women’s Tennis Tournament 2017-estimated room nights 60
- Working with Planner for Men’s Golf Tournament 2017-estimated room nights 50
- Working with Planner for Boxing Tournament 2017-estimated room nights 200
- Lacrosse Tournament in June 2017-estimated room nights 100
- Family Reunion Workshop on May 14th with 13 attendees and 7 vendors which generated 4 leads and 8 definite bookings
- Family Reunion Workshop/Showcase – June 18th @ Georgia Piedmont Technical College

Information Technology

General IT

- Created two small Access databases for HR to track employee accidents and injuries
- Added HR site to SharePoint, will load the databases there
- Had demo's with MCCi for open records software and kick-off Laserfiche scanning project for Plans/Permits, sent plans to MCCi for scanning
- Met with Finance regarding automating Business License forms and payments

Service Desk

Month	2014	2015 Tickets Closed	2016 Tickets Closed
Jan	161	138	205
Feb	148	229	205
Mar	162	257	194
Apr	297	335	186
May	270	262	201
Jun	203	351	
Jul	148	235	
Aug	117	279	
Sep	183	193	
Oct	209	262	
Nov	196	209	
Dec	218	171	
Total	2312	2921	

GIS

- ESRI Software Upgrade to 10.3.1
 - Researching new applications/functionality at new version
- ChatComm/CAD
 - Monthly data delivery
 - Continued fine tuning of data
- Tax Parcel maintenance/audit
- Public Works – preparations for new software implementation
 - System analysis
 - Data analysis
- Ongoing map/data requests

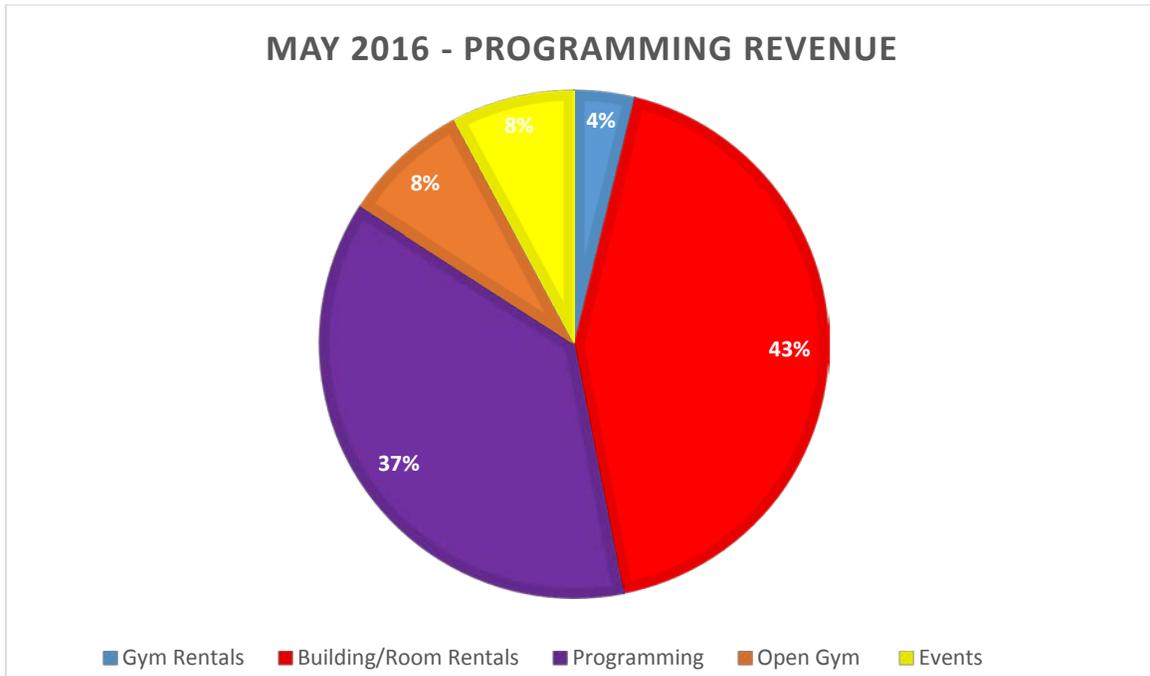
Police Department

- Installed and setup patrol cars to offload videos automatically through the access point on the back of the building
- Network assessment for the city for the for the bandwidth upgrade
- Registered with ARIN services to get the AS number
- Sent 15 laptops to Panasonic to replace the keyboards because of missing buttons, before the warranty expires
- Changed the trail audit for doors in the police department for 5 years
- Changed some of the group policies and rearranged the shared printers on the server
- Activated audit logs on the domain controller
- Fixed the connection issue with Chatcomm switches that caused disconnection with MCT
- Setup Taser body cameras for some officers and connected them to Taser cloud to offload videos through the docking station
- Changed the background picture on the login page of office 365

Parks & Recreation

May Program Revenue Brought in:

- 4 pageant signups for \$40
 - 7 art signups for \$970
 - Fresh N Fit sales commission of \$77.45
 - REI partner fee of \$256
 - Creative Movement and Dance partner fee of \$352.80
 - PetSaver partner fee of \$60
 - 11 gymnastics signups for \$855
 - 2 gymnastics drop-ins for \$20
 - 2 yoga drop-ins for \$30
 - Open Gym/Passes brought in \$567 between both gyms.
 - 7 bark in the park vendors for \$210
 - 1 Food Truck vendor fee for \$300
 - Brought in \$270 in gym rentals for the month
 - Classrooms/pavilion/community room/APB rentals brought in \$3,032.50
- Total program signups/drop-ins/fees/rentals for May = \$7,040.75*



Park Master Plan:

1. Park Surveys

- A. TerraMark provided a draft copy of the Clack's Corner Survey on May 20th.
- B. A review meeting has been scheduled for May 27th to discuss the status of the Skyland Park survey.
- C. TerraMark will be providing draft copies of the Georgian Hills Park survey on May 31.
- D. TerraMark will be providing draft copies of the Lynwood Park survey on June 6.
- E. TerraMark will be providing draft copies of the Fernwood Park on June 13.
- F. The next four (4) parks scheduled to be surveyed are Briarwood, Blackburn, Ashford and Murphey Candler.

2. MCP Replacement Bridge

- A. The contract for the MCP Replacement Bridge with Integrated Construction and Nobility, Inc. has been executed.
- B. A pre-construction meeting with Integrated Construction and Nobility, Inc.'s has been scheduled for May 27th.

3. Briarwood Replacement Bridge

- A. Briarwood Park Replacement Bridge bids were received on May 20th
- B. Recommend that award be made to Cline Services Corp for the bid amount of \$195,000.00
- C. Pending award of the bid, contract finalization, bridge manufacturing, building department approval and weather – bridge installation should be completed in early August

4. Monument Signs – (All Parks)

- A. The contract for final design, bidding and construction oversight for the Park Monument Signs with Sky Design has been executed.
- B. A Park Monument Sign Project Review meeting has been scheduled with Sky Design for May 25th.

5. Ashford Park

- A. City continues to solicit bids from suppliers for the installation of a shade canopy over the existing sandbox and family picnic pavilion

6. Briarwood

- A. City continues to solicit bids from suppliers for the installation of lighting at the tennis court

7. Clack's Corner

- A. GreenbergFarrow received the Clack's Corner survey on May 24th and has begun construction document production.
- B. Construction document, permitting, bidding, award and contracting phases are scheduled from May thru August
- C. Construction phase is scheduled from August thru October

8. Playground Workshops

- A. Georgian Hills Park Youth Playground Workshop has been scheduled for May 25th from 4 to 7 at the Georgian Hills Community Pavilion
- B. MCP Youth Playground Workshop has been scheduled for June 6th from 4 to 7 at the MCP Lakeside Community Pavilion
- C. Blackburn Park Youth Playground Workshop has been scheduled for June 8th from 4 to 7 at the Blackburn Tennis Center

9. Skyland Park

- A. The City received the field run survey of the park and State of Georgia records property prepared by Travis Pruitt on May 20th.

10. Osborne Park

A. A public input meeting for the park master planning for Osborne Park has been scheduled for June 13th from 6 to 7 pm at the Lynwood Recreation Center.

Aquatics:

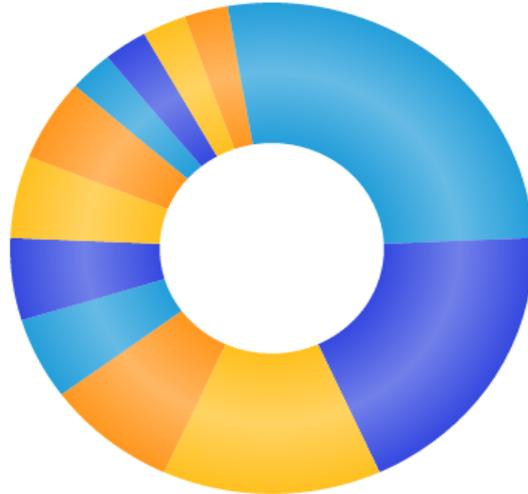
- The pools opened on May 28th and we received raving reviews about how much better everything looks in the facility as well as the staff.
- The pools hours are now on
Monday, Wednesday, Thursday from 12pm-6pm
Tuesday, Friday from 12pm-8pm
Saturday at Murphey Candler and Briarwood from 12pm-8pm and Lynwood from 12pm-6pm
Sunday from 1pm-6pm.
- The opening weekend of May 28, 29, 30 produced much more revenue compared to last year for the same dates. Last year the totals were \$1503.00 for the three pools compared to \$9414.00 for this year's revenue.
- We sold season passes at all three pools on opening day and will continue to do so at the recreation centers. We sold a lot on opening day between the three pools.
- We are holding an additional lifeguard class to add to our lifeguard workforce
- The pool facilities required a lot of work to get things going at the beginning. Gary Schussler and myself worked hard to get everything ready to open so that they were in pristine order. Some of the large items we did for the pools are:
 - Installed new chlorinators on the Briarwood Pool Splash Pad
 - Installed new chlorinator on the Murphey Candler Baby Pool
 - Cleaned all the buildings
 - Pressure washed the buildings as well as all pool decks
 - Painted the buildings and update all signage
 - Installed display boards at all pools to display advertising

Parks/Facilities and Grounds Maintenance Monthly Report:

Monthly City Sourced Service Request Summary (Citizen Service Requests)

Requests by Type [Switch to Totals](#)

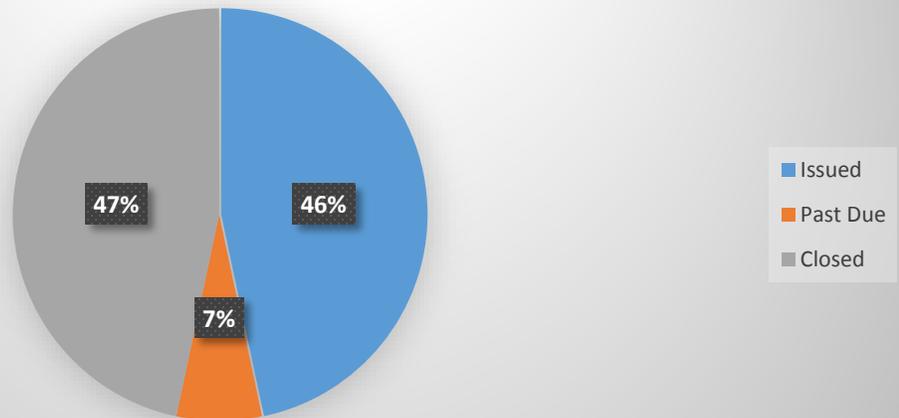
- 24.3% Tall Grass
- 18.9% Parks & Recreation
- 13.5% Tree (Dead/Diseased/Hazardous)
- 8.1% Illegal Dumping Trash
- 5.4% Construction Violation
- 5.4% Trash/Debris
- 5.4% Parking
- 5.4% Street Lights
- 2.7% Street Sign
- 2.7% Graffiti
- 2.7% Traffic Signal
- 2.7% Right-of-Way Maintenance
- 2.7% Sidewalk

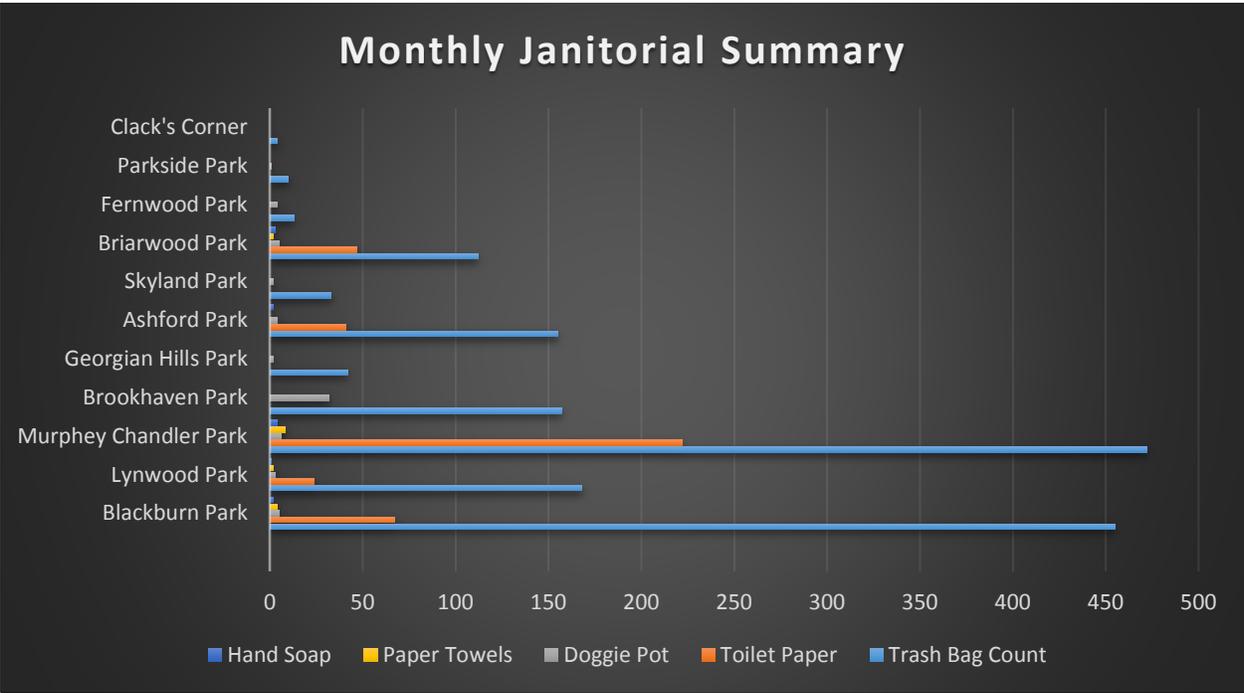


Monthly Work Order Summary (Internal w/Contractors)

14 Work Orders Issued
12 Work Orders Closed
2 Work Orders Past Due

Monthly Work Order Summary





	Trash Bag Count	Toilet Paper	Doggie Pot	Paper Towels	Hand Soap
Blackburn Park	455	67	5	4	2
Lynwood Park	168	24	3	2	1
Murphey Chandler Park	472	222	6	8	4
Brookhaven Park	157	0	32	0	0
Georgian Hills Park	42	0	2	0	0
Ashford Park	155	41	4	0	2
Skyland Park	33	0	2	0	0
Briarwood Park	112	47	5	2	3
Fernwood Park	13	0	4	0	0
Parkside Park	10	0	1	0	0
Clack's Corner	4	0	0	0	0

Major Park Maintenance/Renovation Projects:

- Completed opening of all aquatic facilities
- Continuation of invasive removal program at Murphey Candler with Sheep herds
- Over seeding of turf areas at Lynwood/Briarwood Recreation Centers and Clack’s Corner Park
- Completed repair and painting project of all park picnic tables
- Continued design and permitting work for Murphey Candler Park Little League Practice Pavilion project (partnership w/MCLL)

- Continued to complete spring mulching (350+ cubic yards) of all park trees and beds for beatification/annual plantings
- Continued to complete playground surfacing installation (120 cubic yards)
- Completed 14 playground audits by CPSI
- Completed the painting of both interior and exterior of restroom building at Murphey Candler Park
- Completed the staining and waterproofing of Foot Bridge and arbor at Ashford Park
- Completed remedial crack repair at Lynwood Park tennis court via warranty from resurfacing project
- Installation of no parking signage and 800+ linear feet of split rail fencing at Murphey Candler Park to mitigate illegal parking
- Installation of new dumpster pad and enclosure at Murphey Candler Park
- Began the retrofitting of new key system at Murphey Candler Park athletic facilities

Recreation Programs:

Summer 2016 programs available for registration are as follows:

- Fitness Classes
- Adult Yoga- Beginner
 - Boot camp at Lynwood
 - Zumba, Pilates, and Cardio Dance
 - Choi Kwang Do martial arts
 - Food Truck Night Yoga in the Park
- Senior Programs
 - Ageless Grace
 - Senior Trips
- REI
 - How to Train Series
- Creative Movement and Dance
 - Mother Goose
 - Hip Hop
 - Tap/Ballet 1
 - Tap/Ballet 2
- Art Programs
 - Weekly summer art camps
- Gymnastics Programs
 - Mighty Mite I
 - Mighty Mite II
 - Elementary I
 - Tiny Tots
 - Summer Gymnastics Camp
- Dance Classes
 - Argentine Tango Workshops
- Chess
 - Intro to Chess
- Youth Programs

- Parent's Night Out
 - Entrepreneurship summer camp
- Workshops
 - PetSaver First Aid
 - Play-Well LEGO Workshops
- Events
 - It Starts in the Parks 5K

Police

Support Services – May 2016

- May 1: Assisted Perimeter Summit with their fire drills
- May 2: Assisted Perimeter Summit with their fire drills again
- May 2: Attended the Brookhaven Fields HOA meeting
- May 5: Taught the Police Explorers
- May 7: Took part in the Lynwood Days Community Parade
- May 9: Sgt. Young interviewed four candidates for the vacant Property and Evidence position
- May 9: Piquant & Nino attended In-service Training
- May 10: Sgt. Young assisted with Police Officer Interviews
- May 10: MATEN meeting preplanning and set up
- May 11: Hosted MATEN meeting and safety road check
- May 12: Sgt. Young attended In-service training
- May 13: Taught Police Explorers
- May 13: Officer Nino worked Uniform Patrol
- May 14: Officer Nino, Piquant and Sgt. Young worked the PDK Airshow Traffic Detail
- May 16: Held a meeting to discuss Outstanding Chief of the Year Award nomination
- May 17: Attended the ASIS Awards Ceremony at the Sheraton Atlanta
- May 18: Attended the Food Truck Roundup as part of Community Policing
- May 19: Sgt. Young attended the Accident Review Board meeting
- May 19: Held the inaugural Hispanic Citizen’s Police Academy
- May 20: Attended the Montclair Elementary Career Day
- May 21: Officer Nino, Piquant and Sgt. Young worked the Brookhaven Bolt 5K detail
- May 23: Final meeting for Outstanding Chief of the Year Award nomination
- May 25: Attended the NMCPA Quarterly Meeting
- May 26: Sgt. Young covered Uniform Patrol
- May 27: Attended a Burglary Prevention Meeting with CID

	Piquant	Nino	Young	TOTAL
Incident Reports	1	3	0	4
Accident Reports	0	2	0	2
Patrol Assist	10	19	14	43
Arrests	1	0	0	1
Citations	2	8	1	11
Press Releases	0	2	0	2

- In Addition, there were a total of 9 media inquiries which were handled
- 2 on air interviews were conducted
- Speed trailers were deployed to two different locations throughout the month
- Countless hours were spent on recruiting for the Hispanic CPA
- Countless hours were spent on the preparation for hosting the MATEN meeting & road check

MONTHLY REPORT: PT Officer / Reserve Officers

Category	Total
POP Logged	2
Assist Patrol	11
Citations	13
Warnings	8
Transport	34
Arrests	4
Child Safety Seat Install Classes	0
Shifts Worked	26
Court Service Hours	40
Traffic Enforcement Hours	22
Fleet Service Hours	88
Transport Hours for Uniform Patrol/NET	8
Training Hours	20

- Monthly GOHS seatbelt count completed
- GOHS monthly numbers reported to the State
- Conducted Teen Summer Camp for 22 teen drivers
- Court Mandated Teen Driving Class taught
- Hosted GOHS MATEN meeting

Monthly Report: K-9 Officers

	Fikes
Patrol Assist	22
Other Agency Assist	3
Training	40
Search Warrants	0
Citations	8
Warnings	8
Felony Arrests	
Misdemeanor Arrests	4
City Ordinance Arrests	4
Wanted Person Located	1
K-9 Search	5
K-9 Tracks	0
K-9 Demonstrations	0
Marijuana Seized	160 gms
Cocaine Seized	0

Additional K-9 Activities:

- Assisted with our yearly MATEN meeting and Road Safety Check on 05/11/16
- Assisted Gwinnett County S.O. with Career Day at Sweetwater Middle School

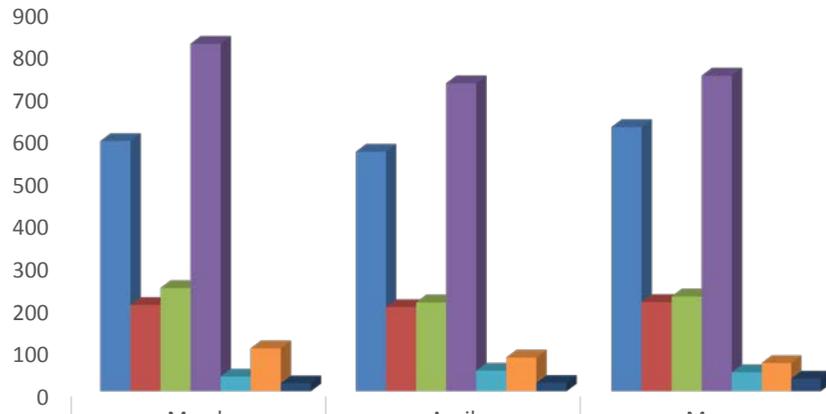
Criminal Investigations Division

Criminal Investigations Report

Total Reports Handled	225
Total Reports Cleared INACTIVE	173
Total Reports Ex-Cleared	4
Total Reports Unfounded	15
Total Arrests by Investigators	9
Warrants Obtained Pending Arrest	5
Search Warrants	3
Hit and Run Arrest	3

Brookhaven Police Department Activity Summary Report - 2016			
	March	April	May
Incidents Reported	591	566	624
Custodial Arrests	205	200	212
Accidents	245	211	225
Citations Issued	820	727	745
Residential Security Watches Requested	35	49	45
Field Interviews	102	80	67
Wanted People Apprehended	19	20	30

BPD Stats for January - May 2016



	March	April	May
■ Incidents Reported	591	566	624
■ Custodial Arrests	205	200	212
■ Accidents	245	211	225
■ Citations Issued	820	727	745
■ Residential Security Watches Requested	35	49	45
■ Field Interviews	102	80	67
■ Wanted People Apprehended	19	20	30

Public Works

Major Initiatives Completed

- Drew Valley Detention Pond Primary and Secondary Beaver Dams Removed
- East Brookhaven Drive Culvert Replaced
- Geotech Report for Slope Stability of City-Owned Capital Club Detention Pond
- Mosquito Treatment ordered, received, and distributed in standing water locations
- Briarwood Road Rapid Reflecting Beacons and crosswalk Installed
- IMS Completed Updated Laser Scanning of all city roads.
- Emergency reconstruction of Ashford Dunwoody/Peachtree Road traffic signal cabinet due to damage from traffic accident.
- Completed Traffic Calming Petitions received from N Thompson Road & Brookhaven Heights.
- Awarded \$50,000 Grant from GDOT 2016 LMIG Off-System Safety Program (asked for \$87,500)

Major Initiatives in Progress/Upcoming

- Cartecay Drive Hydrology Analysis initiated – Planners & Engineers Collaborative
- Stratfield Yards Hydrology Analysis Underway – Patterson & Dewar Engineers (Johnson Ferry Rd runoff)
- Sidewalk concept design underway: Caldwell Rd from Green Meadows Lane to Cheshire Way, and Lanier Dr from Windsor Parkway to Hearst Dr, N Druid Hills from Lenox Park Blvd to Arrington Townhomes, Goodwin Rd from E Roxboro to Shady Valley, Ashford Dunwoody Rd from Kadleston Way to Brookhaven Hills, Donaldson from Bubbling Creek Rd to Runnymede Dr
- Dresden Dr Culvert Modification Impact Analysis at North Fork Peachtree Creek – contract initiated
- Lucidity Pavement Management Software Installation and Training
- Ashford Dunwoody Corridor Study
- Murphey Candler Lake & Nancy Creek Watershed Improvement Plan
- North Fork Peachtree Creek Greenway Master Plan
- Coordination with Dekalb County School District to address erosion at Kittredge Magnet School
- Ashford Dunwoody/Dresden Drive ATMS Project
- In Process Traffic Calming Studies/Petitions/Design/Coordination on Tryon/Cravenridge, Parkcrest, Nancy Creek Heights, Candler Lake West, Fuller St, E Nancy Creek/Candler Lake East, Bubbling Creek, W Nancy Creek, Kendrick Rd., Windsor Pkwy

Ongoing Coordination

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

- Buford Hwy Streetscape/Sidewalk Project – Coordination with GDOT
- MOA to participate in ongoing Upper Chattahoochee River Basin Mapping Project with Dekalb County, Decatur, Dunwoody, and GaDNR for FEMA FIRM and FIS updates scheduled to become effective in 2017

Meetings Attended

- May 3- City of Brookhaven MARTA Station Infrastructure and Transportation Meeting
- May 3- Lucidity/IMS-Brookhaven Project Conference Call
- May 5- Last Mile Connectivity RFQ Pre-Submittal Meeting
- May 9 – PTOF Year 4 Scoping Meeting
- May 12 – GDOT Signal Upgrade Coordination Meeting
- May 13 – Perimeter Business Alliance Lunch
- May 17 – Monthly PTOF Committee Meeting
- May 17 – Monthly PCID Community Development & Public Works Partnership Meeting
- May 20- Cartecay Neighborhood Flooding Public Meeting
- May 23 – Ashford Dunwoody Corridor Study Stakeholder Committee Meeting
- May 26 – Mayor’s Town Hall Meeting

Plan Reviews for the 2016

- Building, 340 YTD
- Demolition, 58 YTD
- Land Disturbance, 12 YTD
- New Single Family Home, 67 YTD
- Rezoning, 6 YTD

Completed Work Orders

2016	Jan	Feb	Mar	Apr	May	June	July	TOTAL
Street Maintenance								
Sidewalk Repairs	4	1	3	5	4			17
Curb Replacement	4	1	2	5	2			14
Pothole Work Orders	2	1	10	8	5			26
Patching Work Orders	6	5	12	12	9			44
Signs	20	22	0	9	9			60
Traffic Signals								
Signal Repairs	7	12	8	6	11			44
ROW Maintenance								
Trees in Road	4	6	1	2	0			13
ROW Maintenance	6	6	13	4	6			35
Stormwater								
Storm Drains Cleaned	0	3	1	7	6			17
Storm Drain Repairs	0	5	4	8	6			23
Total work orders	53	62	54	66	58			293

Service Requests

2016	Jan	Feb	Mar	Apr	May	June	July	TOTAL
Sidewalk Problem	0	3	0	0	7			10
Curb & Gutter Problem	2	0	1	2	0			5
Pavement Problem	16	14	5	9	8			52
Sign Problem	0	1	3	3	5			12
Signal Problem	1	1	1	3	4			10
Speed Device Problem	0	0	0	0	0			0
Tree Problem	0	0	0	2	4			6
ROW Problem	2	6	3	7	9			27
Storm Water Problem	10	13	13	9	9			44
Total Service Requests	31	38	26	35	46			166

ROW Encroachment Permits (including Dumpster/Road closers)

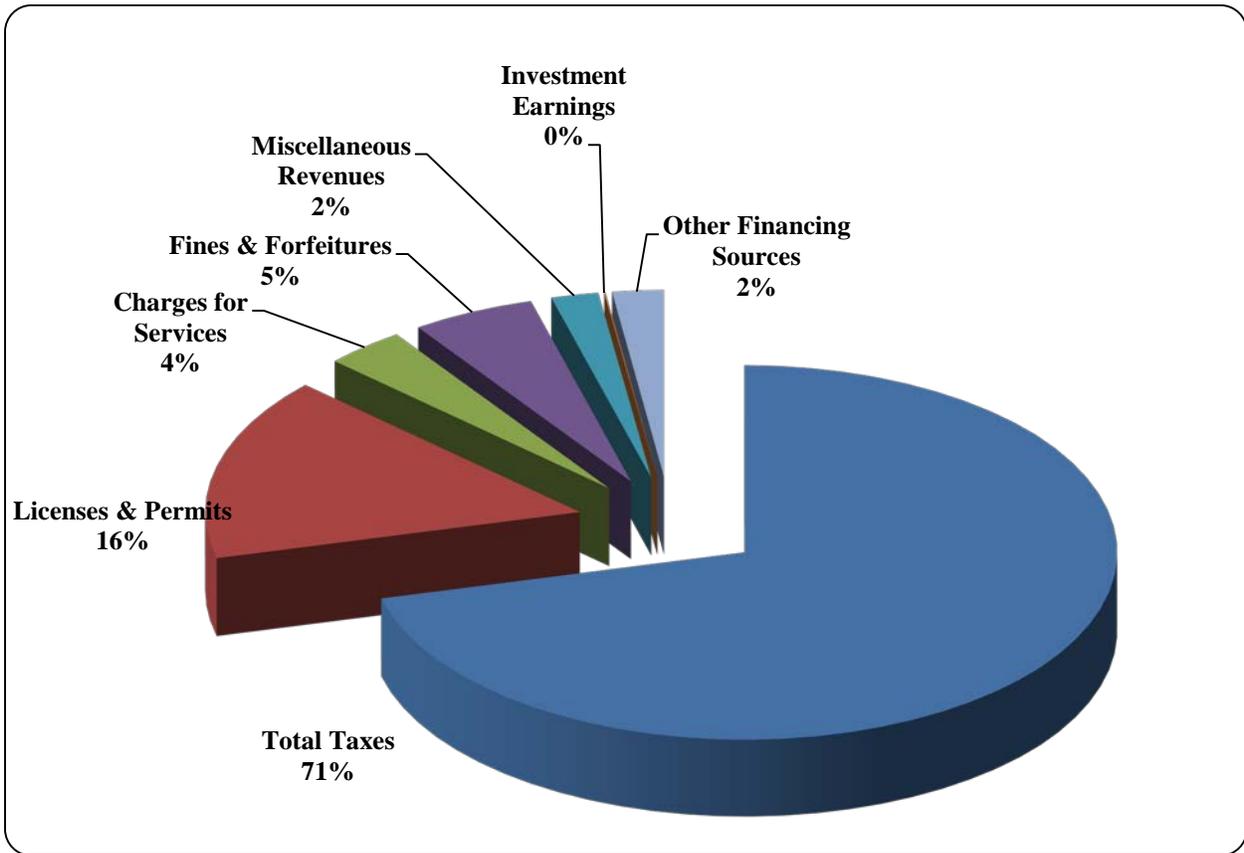
Permits Issued year to date: 135

Permits issued this month: 36

Finance

BUDGET COMPARISON REPORT - GENERAL FUND				
For The Fourth Month Ending May 31, 2016				
	2016 Amended Budget	YTD Transactions	Variance from Budget	% of Annual Budget
Property Tax	6,642,980	133,893	(6,509,087)	2.02%
Motor Vehicle Tax & Title Ad Valorem Tax	330,000	59,042	(270,958)	17.89%
Recording Intangible Tax	90,000	36,353	(53,647)	40.39%
Real Estate Transfer Tax	36,000	14,232	(21,768)	39.53%
Franchise Tax	3,035,000	3,739,652	704,652	123.22%
Alcoholic Beverage Excise Tax	800,000	425,215	(374,785)	53.15%
Energy Excise Tax	35,000	13,174	(21,826)	100.00%
Motor Vehicle Rental Excise Tax	50,000	19,542	(30,458)	100.00%
Business & Occupational Tax	2,300,000	1,885,323	(414,677)	81.97%
Insurance Premium Tax	2,800,000	15,500	(2,784,500)	0.55%
Financial Institutions Tax	55,000	-	(55,000)	0.00%
Penalties & Interest	<u>12,000</u>	<u>1,568</u>	<u>(10,432)</u>	<u>13.07%</u>
Total Taxes	<u>16,185,980</u>	<u>6,343,494</u>	<u>(9,842,486)</u>	<u>39.19%</u>
Licenses & Permits	1,700,000	1,415,975	(284,025)	83.29%
Charges for Services	427,500	311,000	(116,500)	72.75%
Fines & Forfeitures	1,250,000	474,641	(775,359)	37.97%
Miscellaneous Revenues	191,750	182,068	(9,682)	94.95%
Investment Earnings	5,000	4,247	(753)	84.94%
Other Financing Sources	<u>1,654,435</u>	<u>198,269</u>	<u>(1,456,166)</u>	<u>11.98%</u>
TOTAL REVENUES	<u>\$ 21,414,665</u>	<u>\$ 8,929,694</u>	<u>\$ (12,484,971)</u>	<u>41.70%</u>

Revenues by Source



	2016 Amended Budget	YTD Transactions	Variance from Budget	% of Annual Budget
General Government	6,550,597	1,896,755	4,653,842	28.96%
Housing and Development	3,090,709	1,055,677	2,035,033	34.16%
Public Safety	8,172,199	3,688,096	4,484,103	45.13%
Public Works	898,391	443,609	454,782	49.38%
Judicial	697,316	270,111	427,205	38.74%
Culture and Recreation	1,699,953	1,218,914	481,039	71.70%
Other Financing Uses	<u>305,500</u>	=	<u>305,500</u>	<u>0.00%</u>
TOTAL EXPENDITURES	<u>\$ 21,414,665</u>	<u>\$ 8,573,162</u>	<u>\$ 12,841,504</u>	<u>40.03%</u>

Expenditures by Governmental Activity

