

MONTHLY

REPORT

August 2026



CHAQUIAS MILLER-THORNTON
City Manager

CITY OF
CLARKSTON

where possibilities grow

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www.clarkstonga.gov



City Manager's Report August 2026

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EXECUTIVE OFFICE

Chief Executive Officer – City Manager

The City Manager serves as the Chief Executive and Administrative Officer of the City and is responsible for the day-to-day operations. As City Manager, Ms. Miller-Thornton ensures that legislative decisions are translated into the administrative and operational execution of city services. Many of the departmental activities and initiatives that are found in this report are accomplished and/or performed subject to collaboration with, guidance by, and/or oversight of the City Manager.

Contracts:

- 08/04/2026 - Workplace Cooperative Services Agreement between the City of Clarkston and Cintas for Automated External Defibrillators for city facilities.
- 08/27/2026 - Services agreement between the City of Clarkston and Kenne Blessing to provide musical performance for the Clarkston International Rice Festival event to be held on 09/12/2026 - \$350.00

Project Initiatives:

The City Manager participates in project initiatives to offer connectivity between high-level policy and organizational vision and day-to-day operations. The goal is to ensure that the vision set by the elected officials is translated into project results that benefit the community.

- The City Manager participated in the following as related to current and/or upcoming project and plan initiatives:
 - The City Manager continues with bi-weekly/regular Project Management Team meetings for:

Phase I of the City's Safe Streets for All (SS4A) – Safety Action Plan

- Safety Action Plan – PMT Meeting – 08/05/2026
- Safety Action Plan – Stakeholder Steering Committee Meeting – 08/13/2026

Phase I of the City's Greenway Trail Project – Conceptual Design

- On August 6, 2026 the City Council voted to approve Option A-1 of the Trail design. As the project transitions into final design plan development, the City Administration and Engineer will present to City Council a proposed contract between the City and a selected design firm for final plan design.

Clarkston's Annexation Study

- The City Administration is preparing to receive and review the study report. After the project management team has reviewed the report, next steps will be communicated.

Clarkston's 2046 Comprehensive Plan Rewrite

- Project end date – 10/31/2026
- Community Meeting #3 – 08/05/2026
- Comp Plan PMT Meeting – 08/11/2026
- Presentation of the draft plan is to be presented to the City Council in public meeting on September 1, 2026. The draft report will then be presented to the Georgia Department of Community Affairs (DCA) for review and comments.

Clarkston's Economic Mobility and Opportunities Initiative

- ICMA EMO Convening – Washington DC – 08/18/2026
- Meeting with Urban Pulse to discuss preliminary findings of a Workforce Assessment for the City of Clarkston – 08/26/2026

Clarkston's Facilities Master Plan

The Plan includes: Goal 1 - Data Summary and Findings Report; Goal 2 - Existing Facilities Inventory, Condition Assessment Summary, and Space Utilization Analysis; Goal 3 - Improvement Options Matrix with cost estimates; conceptual architectural renderings for up to three (3) potential new City Hall site alternatives (perspective, plan, and elevation views); illustrative site plans; and Goal 4 - Prioritized Facilities Needs List with rationale and recommended Implementation timelines; and Goal 5 - Draft and Final City-Wide Facilities Master Plan; Executive Summary; Presentation Materials; Phased Implementation Plan.

- Complete to date
 - Facility walkthroughs of all six accessible sites, June 16, June 30, and July 7. The Sutton House is assessed from City-provided plans.
 - Goal 1 community, demographic, budget, and growth analysis, drafted.
 - Staff questionnaire issued July 24. Nine responses received, findings compiled and provided 08/19/2026.
 - Records and data request issued July 24. City plans received, shared tracker in place.

Clarkston's Housing Assessment (CDAP)

City of Clarkston received a Community Development Assistance Program award to staff support to conduct a comprehensive Housing Assessment focused on understanding housing affordability, displacement risks, and housing conditions throughout the city. The study will take a community-centered approach by engaging renters, homeowners, refugees, immigrant households, and other residents to ensure that future housing strategies reflect both technical data and lived experiences. This partnership with ARC provides an important opportunity to better understand the housing challenges facing our community and create informed strategies that preserve the character and inclusiveness that make Clarkston unique.

- Project end date – March 2027
 - Taskforce Review Meeting – 08/04/2026
 - Project Management Team Meeting – 08/24/2026
 - Housing Task Force applications are being received through September 4th, 2026.
- chrome-

extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.clarkstonga.gov/sites/default/files/uploads/clarkston-housing-task-force-fillable-application.pdf

- Taskforce members will represent local lived experience as well as technical expertise.

Clarkston's Milam Park Upper Field Conversion

- Project Completion Feb 2027
- Bi-weekly PMT Meeting – 08/12/2026
- Bi-weekly PMT Meeting – 08/26/2026 - Preliminary concept options presented to the project management team.

Clarkston's Norman Road Dam Rehabilitation Project

The City of Clarkston is advancing the rehabilitation of the Norman Road Dam, located at Clarkston Lakes. The project includes improvements to the dam and associated roadway infrastructure to address longstanding issues related to erosion, sedimentation, and overall system performance.

- 08/26/2026 - Comments from in-person Public Meetings and survey have been compiled and presented to all persons participating in the public meetings and survey.
- 08/28/2026 - Existing Conditions Assessment Report has been presented to the Project Management Team for review and comment. The report summarizes the work completed to date, excluding public participation activities, to evaluate the dam's existing conditions. The report includes the hydrologic and hydraulic analyses, geotechnical evaluation, and a summary of the site investigation findings.
- Clarkston Lakes HOA Roundtable is scheduled for 10/08/2026. This meeting will serve as a question-and-answer session for members of the Clarkston Shores HOA. Attendees will have an opportunity to ask questions and receive information regarding the dam, reservoir, potential impacts to surrounding properties, and what to expect as the project moves forward.
- The second public information meeting for providing project information and receiving public comments and questions will be held on 10/29/2026 at 5:30pm at Milam Park.

Clarkston's Park and Recreation Master Plan

08/25/2026 - Final draft of the City's Parks and Recreation Master Plan was presented to City Council. Council is set to consider the draft for adoption on 09/06/2026.

[ADMINISTRATION ON NEXT PAGE]

ADMINISTRATION

Chief Administrative Officer – City Manager

Administrative Initiatives:

The City Manager is leading the following administrative initiatives:

- Composition of the City's Capital Improvements Plan
 - City Manager Miller-Thornton and the Executive Leadership Team (Department Heads and Managers) met on 08/14/2026 in an internal budget working session to conduct mid-year budget review and to begin preliminary draft of capital costs for 2027.
- Composition of the City's Culture Management Plan - ongoing
- Operations/Personnel Capacity Assessment
 - Meetings continue with service providers/consultants to discuss assessment options.

Meetings:

- Bi-weekly Executive Leadership Team meetings continue to be held. The City Manager provides for these meetings as a way to maintain connectivity across departments, to aid in continuity of process in front-office to back-office systems, and to engage in project specific initiatives that require the Team's involvement to ensure success of the initiative.
- The City Manager conducts periodic meetings during each month with department staff to brief regarding department specific operations and/or concerns. Meetings are also held to discuss department specific plans and initiatives, service updates, etc.
 - Weekly meetings with Mayor Beverly Burks for the purposes of aligning the city's day-to-day administration with political leadership and public expectations.
 - Weekly department meetings with recently on-boarded Directors (Chief James Bullock – Police Department, Director Keedra Jackson – Planning and Community Development, and Director Kenneth Abidde – Finance Director).
 - 08/10/2026 - Meeting held with Director Duncan (Parks and Recreation) to discuss Implementation Phase of the Parks and Rec Master Plan, and upcoming programming and activities.
 - 08/12/2026 - Attended the Agenda Review Meeting with ELT members, City Attorney, and Engineer to discuss items for inclusion on the August work session agenda.
 - 08/14/2026 - Held an Executive Leadership Team Meeting to discuss current and upcoming projects, plans and initiatives to include expectations for the 08/14/2026 ELT Budget Workshop.
 - 08/10/2026 - Meeting held with Planning Director Keedra Jackson, Clark Patterson Lee (Zoning Consultants) and City Attorney Stephen Quinn to discuss text amendments related to the Food Truck Ordinance.
 - 08/24/2026 Meeting held with Planning Director Jackson and Economic Mobility Manager Jeter to discuss the EMO Program Initiative.
 - 08/28/2026 Meeting held with Human Resources Director Baker and Insurance Broker Alliant, to discuss renewal process and timeline for the City's Employee Health Benefits Plan.
 - 08/28/2026 Meeting held with Court Administrator Lillian Triplett to discuss a potential Case Management System conversion.
 - 08/31/2026 Meeting with Leslie Dixon to discuss pathways for English literacy to Education to Workforce Placement with a focus on addressing homelessness.

In addition to scheduled and real-time meetings attended and/or held relative to the day-to-day administrative and operational affairs of the city, the City Manager also attended and/or participated in the following meetings.

- Clarkston's Clark Patterson Lee (CPL) Coordination (Planning On-call Services) – 08/18/2026

- Urban Pulse Coordination Meeting (Economic Development On-call Services) – 08/12/2026
- Virtually attended the Planning and Zoning Meeting (no quorum established) - 08/18/2026
- Traveled to D.C to attend the Economic Mobility Opportunity Convening Meeting through ICMA. As a requirement of the associated grant, the City Manager, EMO Manager, and Planning Director attended the convening and engaged in several workshops related to advancing housing policy, economic mobility, and workforce development in America's communities. 08/18/2026 -08/20/2026
- 08/20/2026 - Attended a virtual meeting hosted by Congressman Hank Johnson's office on Understanding the Community Project Funding Process
- Attended the DeKalb Municipal Association Meeting in Brookhaven - 08/20/2026. Panel Discussion on SB 447 was held with DeKalb County Fire Rescue, Public Safety, Board of Health, and Permitting.
- Served on the DeKalb Chamber of Commerce's DeKalb Cities Summit panel on Economic Development along with Mayors of the cities of Stonecrest, Dunwoody, and Stone Mountain - 08/27/2026. DeKalb's city leaders shared open, meaningful dialogue on matters related to Housing, Economic Development & Small Business, and Placemaking.

Legislative Considerations:

State Legislation – ongoing since June 2026 - Georgia Senate Bill 447 is a major permitting reform law designed to streamline local review processes, reduce delays, and increase transparency. Effective July 1, 2026, it enforces strict statutory deadlines on local issuing authorities for building and land disturbance permits

Key Provisions of SB447

- Local governments have 45 days for initial reviews following the submission of a complete application, 20 days for a first resubmission, and 14 days for subsequent resubmissions. Missed deadlines mean automatic approvals or fee refunds to the applicant.
- The law prohibits local authorities from introducing new, unrelated comments in later review cycles, ensuring that once an applicant addresses prior objections, projects can move forward.
- Any permit denial must be documented in writing, complete with specific citations tied directly to federal, state, or local code.

Mayor Burks (who also serves as Chair of the DeKalb Municipal Association's Policy Committee) and City Manager Miller-Thornton engaged with other city representatives in panel discussion with service departments of DeKalb County and DeKalb County's Board of Health to discuss how DeKalb is addressing the changes in legislation as relative to SB447. This is particularly important to DeKalb's cities – many of which rely on DeKalb County for development services such Fire Plan Review, Utility Plan Review, etc.

Required Reports

City Manager Miller-Thornton completed registration/renewal for the City's Sams.gov account. Deadline for renewal was August 12, 2026.

Recognition:

City Manager Miller-Thornton has been reappointed to the Georgia Municipal Association's Federal Policy Council for the 2026-27 term. With this appointment comes a commitment to be an active member of GMA's federal advocacy process.

Events:

08/04/2026 - Held the “National Night Out” event at Milam Park.

Upcoming Events:

Event: International Rice Festival
Date: Saturday, September 12, 2026
Location: Clarkston Community Center
Time: 12pm – 4pm

Event: Annual City Building Lighting (Pink and Purple)
Date: Thursday, October 1
Location: City Hall Annex
Time: TBD

Event: Food Give Away
Date: Saturday, October 10
Location: Springdale Glen & Clarkston
Time: 10am – 12pm

Event: Breast Cancer Survivors & Domestic Violence Awareness Summit
Date: Saturday, October 17
Location: Clarkston City Hall
Time: 12am – 4pm

Event: Trunk or Treat
Date: Saturday, October 31
Location: Downtown Clarkston – Market
Time: 5pm – 8pm

City Clerk's Office

Cindy Hanson, City Clerk

Executive Summary/Highlights:

During August, the Office of the City Clerk continued processing 2026 business license applications. Renewal activity has begun to slow as the majority of existing businesses have completed the licensing process and obtained their 2026 business licenses.

On August 14th, the City Clerk participated in the ELT Mid-Year Budget Retreat.

Overall, the Office of the City Clerk remained focused on business licensing administration, community engagement, and professional development opportunities that support effective municipal operations.

Key Performance Indicators (KPIs) & Metrics:

Business Licenses:

The Office of the City Clerk continues to process both new and renewal business license applications. During the month of July, a total of thirty-eight (38) licenses were issued, including business licenses, coin-operated amusement machine licenses, and alcohol licenses.

The office is also monitoring ten (10) applications that remain pending due to outstanding documentation required from the applicants.

The Office of the City Clerk remains committed to ensuring all applications are processed efficiently while maintaining compliance with applicable licensing requirements and regulations.

Open Records Requests:

- Number of requests (YTD): 708
- Number of requests received this month: 67

Project Updates/Status:

- Met with MCCI regarding a quote for digitizing records and searchable database.
- Application needs for the business licensing software are in the process of entered for Sages to build the program. A timeline has been established with Sages to have the Business License application live in late October/early November.

Major Accomplishments:

The Office of the City Clerk and the Finance Department coordinated to complete all outstanding business license renewals for 2026. The City continues to receive occasional applications for new business licenses.

Upcoming Goals/Projects:

- Disposal/shredding of records that have exceeded retention schedule.

Staffing/Personnel Updates:

- The City Clerk completed the 90 probation period for new hires.

Photos or Infographics:

- None

Upcoming Goals / Projects

Continued collaboration with nonprofit organizations throughout the area to strengthen community partnerships and expand access to resources and support services for residents. Ongoing efforts focus on connecting individuals and families with programs that address essential needs and enhance overall community well-

being. The city is looking at translations of important documents and news into the top five spoken languages of the city.

Staffing / Personnel Updates

- None

Photos or Infographics

- None

Executive Assistant/Special Projects Management

Keisha Dixon, Executive Assistant/Special Projects Manager

Executive Summary/Highlights:

Over the past month, the EA/Special Projects Manager has participated in various meetings and projects to include:

Weekly meetings with the City Manager to discuss the status of various projects and events.

Met with department heads and staff volunteers on 08/13/2026 to review the remaining events for 2026. Discussions centered around communication, SWAG and food needs for each event. Anyone serving as event lead has to submit a proposed budget for review by the City Manager. Expressed the importance of obtaining W-9s, COIs and Serv Safe documentation.

Key accomplishments include successfully establishing “Hot Wash/After Action” Meetings for each event. The focus of these meetings is to discuss the good things done during the event as well as the areas that need improvement. These meetings allow the EA/Special Projects Manager to have honest and transparent conversations with city staff that helped with the event. A Hot Wash/After Action meeting was held on 08/18/2026 to discuss National Night Out 2026 and begin the planning for 2027,

Participated in the midyear budget review meeting on 08/14/2026.

Key Performance Indicators (KPIs) & Metrics

N/A

Project Updates / Status

The following projects are currently underway:

- **Request for Proposals (RFPs).** Currently, RFPs for Janitorial Services, Grant Writing Services, and Food Supply Services are still being reviewed. The Fresh Food Supply Invitation to Bid was published on July 31, 2026. It was scheduled to close on August 19, 2026. We extended the time to 08/21/2026 in order to provide greater clarity to the request. Evaluations of bids received will be completed by September 1, 2026.
- **IT and Other Communications Activities.** Responsibility for managing the VC3 account has been turned over the Christin Taylor, Communications and Technology Officer. She is now listed as the main point of contact for VC3. She is now fully responsible for computer inventory, assigning of devices, and retrieval of devices when an employee leaves as well as ticket management. However, I continue to provide support for her, as needed, as work through various items related to IT concerns.

- **Meetings.**

Weekly Sync Meetings (08/06/2026, 08/13/2026, 08/20/2026, & 08/27/2026) with Christin Taylor, * Technology and Communications Officer, and VC3. We continue to have weekly meetings to discuss any outstanding concerns as well as new ones, as needed. Initially this function was going to cease as of July 31, 2026, however, it was determined that, to ensure continuity of operations during the potential transition, this position would still participant in specific parts of the service needs related to VC3.

Participated in a Virtual Training on 08/19/2026 with VC3 where the topic was AI in government.

Participated in a virtual meeting with PowerDMS to discuss their services and how it can benefit the city. One main feature is that the system would allow the city to have better planning for security needs related to events.

Participated in bi-monthly meetings on 08/12/2026 and 08/26/2026 with Skyline to discuss the Milam Park Field Conversion Project

- **Events.**

Monitoring the registration list for the Food Giveaway on 10/10/2026. The event is scheduled to take place at Clarkston Station and Springdale Glen.

Responsible for the following items in preparation for the Clarkston International Rice Festival on 09/12/2026:

- Processing invoices for various vendors (food, performances, DJ)
- Finalized details related to space needs for the event at the Clarkston Community Center.
- Submit T-shirts order

- **Miscellaneous.** Contract expiration/renewal dates are being monitored. The ultimate responsibility lies within each department.

Tracking the budget for all events as we prepare for the new budget for 2027. The goal is to ensure that events stay within the approved budget.

Submitted a draft of the special events SOP for review by the City Manager.

Working on the onboarding and offboarding portion of the new hire/end of employment section of the Personnel Policy.

Upcoming Goals/Projects: **Continue** planning for the Food Distribution Events, Breast Cancer and Domestic Violence Survivors' Event, Veterans' Day Breakfast and Winter Wonderland 2026. The goal is to have all events planned no later than 60 days before the event. Submit proposed budget and actual budgets in a timely manner. Hold Hotwash/After Action Meetings for each event. This will ensure that we are prepared for future events by discussing things we did well and those we need to improve on.

Staffing/Personnel Updates: N/A

Photos or Infographics: N/A

Finance

FY2025

The Administration/Finance Departments and Finance Support are also engaged in reconciliation of FY2025 revenue and expenditures/expenses – all funds. Reconciliation of the City’s special revenue funds (American Rescue Plan Act, Special Purpose Local Option Sales Tax I, Special Purpose Local Option Sales Tax II, and Confiscated Assets) is being conducted.

On August 14, 2026 the City Manager hosted a Budget Workshop with Finance Director Kenneth Abidde and the City’s Department Directors and Managers. The workshop consisted of:

- Budget Overview (City Charter and Code)
- Funds and Department
- The importance of monitoring both sides of a budget (revenue and expense)
- 2026 Budget Year-in Review
- 2027 General Fund Planning
 - Budget Priorities
 - Fiscal Responsibility(Focus on Policy and Sound Monitoring)
 - Fulfilling Commitments (Plan Implementation/Accomplishing Set Goals)
 - Public Safety and Community Development Focus
 - Budget Consideration and Adoption Timeline, Next Steps

Finance Director Kenneth Abidde continues to review budget documents and cash flow scenarios to advise the administration regarding spending directives and administrative budget adjustments. As the budget expenditure reports are updated, departments are receiving their relative summary and detail reports for review.

Human Resources & Risk Management

Dr. Dwight L Baker, Director of Human Resources and Risk Management

Executive Summary/Highlights

Throughout August 2026, the Office of Human Resources and Risk Management continued advancing strategic workforce, employee relations, benefits, compliance, recruitment, and risk management initiatives.

Primary areas of focus included complex employee relations matters, grievance administration, Police Department staffing and compensation actions, employee benefits and payroll issue resolution, workers’ compensation and occupational health matters, policy development, performance management, and ongoing support to executive leadership.

The department remained focused on the City’s priorities of People | Protection | Performance, while promoting accountability, compliance, operational continuity, employee well-being, and responsive service.

Key Performance Indicators (KPIs) & Metrics

Project Updates / Status

• Police Officer Recruitment – Ongoing

Continued recruitment, candidate processing, conditional employment activities, background clearances, pre-employment testing, and onboarding coordination.

• Police Leadership and Staffing – Ongoing

Continued support for supervisory staffing, compensation actions, employee reassignments, leadership transitions, and other Police Department personnel needs.

- **Performance Management – On Track**

Continued preparations for the September 1–30, 2026 evaluation period, including leadership communications, supervisor responsibilities, employee accountability expectations, and timely completion requirements.

- **Benefits Administration – Ongoing**

Escalated provider network and cash-card concerns involving provider and hospital organization to the City's benefits broker and provider. Continued addressing payroll and benefit deduction matters and assisting employees with access to covered services.

- **Workers' Compensation and Occupational Health – Ongoing**

Continued claims administration and coordinated appropriate medical evaluations, work-status determinations, and medically necessary restrictions for reported work-related injuries and occupational health concerns, and provided worker's compensation audit support.

- **Policy and Compliance – In Progress**

Continued development and communication of operational directives issued by the City Manager's Office, employee acknowledgment requirements, and policy compliance expectations, including requirements related to City-issued electronic devices.

Major Accomplishments

- Supported the annual workers' compensation audit through review of employee counts, payroll information, departmental classifications, and applicable workers' compensation class codes.
- Provided executive-level HR and risk management guidance on complex employee relations, compensation, staffing, benefits, liability, and organizational matters in conjunction with the City Manager and Legal.
- Professional Development: Successfully completed the PSHRA training "Rebuilding Trust: Transparency, Employee Voice, and the Public Sector HR Mandate" on August 17, 2026, earning 1 recertification point.
- Professional Development: Successfully completed professional development focused on municipal general liability and risk management through the Georgia Municipal Association on August 25, 2026.

Upcoming Goals / Projects

- Administer the September 1–30, 2026 Performance Management evaluation period and monitor timely completion by supervisors and department leadership.
- Continue Police Officer recruitment, candidate processing, onboarding, and workforce planning efforts.
- Finalize and distribute applicable Human Resources directives, employee acknowledgments, and policy communications.
- Advance procedures and protocol for departmental staffing support, position and salary reviews, personnel actions, workforce planning, and succession planning.
- Continue supporting FY 2026–2027 workforce planning, compensation administration, organizational development, and strategic Human Resources initiatives.

Staffing / Personnel Updates

- **Finance Director:** Welcomed Kenneth Abidde as the City's Finance Director, effective August 10, 2026. Mr. Abidde brings more than 20 years of public-sector leadership experience in municipal finance, budgeting, financial planning, compliance, and strategic operations. He previously served as Finance Director for the cities of Fairburn, Georgia; New Smyrna Beach, Florida; and Temple, Georgia.
- **Interim Sergeants:** Recognized Detective Alexander Cushenan and Police Officer William "Reese" Williams upon their appointments as Interim Sergeants, supporting Police Department leadership continuity and operational needs.

Photos or Infographics

Employee of the Month – July 2026

Samantha Jackson | Permits Technician

Planning and Economic Development Department



Congratulations to Samantha Jackson, July 2026 Employee of the Month! In a short time with the City, Samantha has distinguished herself through exceptional customer service, professionalism, initiative, and teamwork. Her positive attitude and commitment to improving processes have made a meaningful impact on her department and the community. Congratulations, Samantha, on this well-deserved recognition!

Professional Development

Professional Development | PSHRA Training



Professional Development | General Liability Training



Technology and Communications

Christin Taylor, Technology and Communications Officer

Executive Summary/Highlights:

Communications and Technology continued strengthening the City's public engagement, digital communications, and technology operations. Significant efforts focused on promoting upcoming community initiatives, including the Clarkston International Rice Festival, Night Market on Vaughan, and other Parks and Recreation programs through coordinated flyers, social media campaigns, vendor outreach, and digital marketing materials.

The department also supported the Housing Task Force through continued public outreach and recruitment communications while providing ongoing website updates, graphic design, public notices, and interdepartmental communications support.

Technology efforts advanced through continued cybersecurity planning, IT asset management, equipment and account procedures, and technology modernization initiatives. Improvements to internal technology policies and operational processes further strengthened security and accountability.

Moving forward, priorities include expanding event and community outreach, enhancing the City's digital presence, advancing cybersecurity initiatives, and continuing to provide centralized communications and technology support across City departments.

Key Performance Indicators (KPIs) & Metrics:

The VC3 support ticket report as of **August 31, 2026**, there is 1 **open support ticket** and **40 closed tickets**, demonstrating that all reported issues have been successfully addressed.

Key Achievements and Milestones:

- Attended VC3 host webinar AI Purpose-Built for How Local Government Actually Works, which explored practical applications of artificial intelligence specifically designed to address the unique operational needs of local governments. The session highlighted how AI can support municipalities by streamlining administrative workflows, improving access to information, enhancing resident services, automating routine tasks, and increasing staff productivity. The webinar also emphasized the importance of responsible AI adoption, including data security, governance, accuracy, and maintaining appropriate human oversight. The session provided valuable insight into how municipalities can evaluate and implement AI technologies in ways that complement existing systems, improve service delivery, and support more efficient government operations.
- Attended Georgia Digital Government Summit 2026 brought together state and local government leaders, technology professionals, and industry experts to explore emerging technologies and innovative approaches to modernizing government operations. The summit focused on digital transformation, cybersecurity, artificial intelligence, data management, technology governance, and improving digital services for residents. Sessions highlighted practical strategies for leveraging technology to increase efficiency, strengthen information security, enhance collaboration, and deliver more accessible and responsive government services. Participation provided valuable insight into technology trends and best practices that can support the City of Clarkston's ongoing efforts to modernize its technology infrastructure, strengthen cybersecurity, improve digital communications, and enhance service delivery.

Project Updates/Status:

Rice Festival (Marketing and Promotion) – In Progress (On Track)

Marketing and promotional efforts for the 2026 Clarkston International Rice Festival have begun. Communications and Technology has developed and distributed promotional flyers, social media content, vendor recruitment materials, sponsorship messaging, and digital outreach to increase community awareness and participation. Additional promotional efforts are focused on highlighting the festival's celebration of culture, community, and global traditions while maintaining consistent City branding across communication platforms. Coordination with vendors, community partners, and City departments is ongoing to support timely dissemination of event information. Upcoming efforts will focus on increasing social media engagement, promoting event activities and vendors, and maximizing community participation leading up to the September 12, 2026 event.

Recommendation for Remediation of Technical and Equipment Management Practices –

Communications and Technology continued reviewing and strengthening the City's technical and equipment management practices. Recommendations focused on improving user account management, laptop and device security, equipment turnover, reassignment procedures, asset tracking, data backup, and the secure removal of employee information from devices. Updated procedures are being developed to establish greater accountability and consistency when equipment is issued, returned, refurbished, or reassigned. These improvements are intended to reduce security risks, protect City data, and ensure technology assets are properly managed throughout their lifecycle. Coordination with departments and IT support resources remains ongoing, with implementation of recommended practices expected to further strengthen operational efficiency, cybersecurity, and technology governance.

Staffing/Personnel Updates: N/A.

COURTS

Lillian Triplett, Chief Court Clerk

Executive Summary/Highlights:

During July 2026, Municipal Court Administrator Lillian Triplett attended the National Association for Court Management (NACM) Annual Conference, where she began the course of study toward becoming a NACM CORE® Champion.

The NACM CORE® Champion program is designed to strengthen court professionals by expanding their knowledge, skills, and understanding of effective court administration and management. Through this professional development initiative, participants:

Gain greater exposure to the NACM CORE® framework and its application within court operations.

Receive recognition for attending qualified CORE® educational sessions.

Demonstrate a foundational understanding of the 13 NACM CORE® Competencies.

Enhance leadership and court management skills that can be applied to improve organizational effectiveness, operational efficiency, and service to the public.

Participation in this program represents an ongoing commitment to professional development, leadership excellence, and the implementation of nationally recognized best practices in court administration.

July 2026 Monthly Disbursement Report

- **City General Fund:** \$20,117.14
- **Drug Abuse Treatment & Education:** \$0.00
- **Peace Officer's Annuity and Benefit Fund:** \$1,093.08
- **Local Victims Assistance Program:** \$440.83
- **Grand Total Collected:** \$21,532.36

July 2026 Consolidated Monthly Remittance Report

- **POPIDF-A:** \$860.57
- **Crime Victim Emergency Fund:** \$0.00
- **Brain & Spinal Injury Trust Fund:** \$0.00
- **Crime Lab Fee:** \$50.00
- **Driver Education and Training Fund:** \$123.98
- **POPIDF-B:** \$881.67
- **Grand Total of All Collections:** \$1,742.24

Payment Method Breakdown (July 1- 31)

Collections were received through multiple payment methods, demonstrating accessibility and convenience for defendants:

Name	Voids	Number	Total	Cash	Check	Money Order	Credit Card
Cash Court Payment	5	53	\$24,655.00				
Cash Bond Payment	0	4	\$3,655.00				
Miscellaneous	0	5	\$25.00				
Diversion Payment	0	16	\$3,673.00				
Online Payments		Not provided on report	\$3,310.00				
Grand Totals	5	107	#32,008.00	\$7,450.00	\$0,355.00		\$11,330.17

Monthly Report from Professional Probation Services (PPS)

July 2026

Summary Statistics

- Citation Count: 52
 - Successful: 47
 - Unsuccessful: 5
- Probationers Supervised: 24
 - Successful: 22
 - Unsuccessful: 2
- Modifications of Terms: 0
- Closed: 0

Amount Ordered to Pay: \$23,080.00

Amount Paid: \$21,766.00

Community Service: \$105.00

Balance: \$1,209.00

Case Management System Project Update:

City Manager Miller-Thornton, Court Administrator Lillian Triplett, Chief Bullock, and Assistant Chief Todd continued meetings regarding potential conversion of case management and report management systems for the court and police departments. Three vendors have been engaged for demo and associated quotes. City Attorney Quinn has been engaged to conduct proposal/contract review.

Staffing/Personnel Updates:

- No updates currently.

Photos or Infographics:

- None

Parks and Recreation

Michael Duncan, Parks and Recreation Director

Executive Summary/Highlights:

Milam Park Pool – August 2026 Admission Report

The Milam Park Pool experienced another strong month of attendance during August 2026, reflecting the continued popularity and success of the City's seasonal aquatic facility. The pool continues to serve as an important recreational amenity for Clarkston residents, families, children, and visitors from surrounding communities.

Favorable summer weather, family-oriented recreational opportunities, and the availability of an affordable community pool contributed to continued use of the facility throughout the month. The August attendance numbers demonstrate the value of maintaining accessible aquatic recreation opportunities for the community.

As of August 28, 2026, at 12:00 p.m., the Milam Park Pool welcomed 601 guests during the month of August. The attendance figures demonstrate that the pool continues to be a popular destination for children, families, adults,

and seniors seeking recreation, physical activity, and relief from the summer heat.

August 2026 Pool Admission Breakdown

Admission Category	Total Guests
Resident Youth (Ages 2–17)	205
Non-Resident Youth (Ages 2–17)	212
Toddlers (Ages 1 & under)	13
Resident Adults (Ages 18–59)	74
Non-Resident Adults (Ages 18–59)	91
Seniors (Ages 60 & over)	6
Total Guests	601

Attendance Highlights

- **Total Attendance:** The Milam Park Pool welcomed 601 guests from August 1 through August 28, 2026, as of 12:00 p.m. on August 28.
- **Youth Participation:** Youth ages 2–17 accounted for 417 admissions, representing approximately 69% of total August attendance. This continues to demonstrate the importance of the pool as a recreational destination for children, families, and youth throughout the community.
- **Resident Usage:** Clarkston residents accounted for 279 admissions, including 205 resident youth and 74 resident adults. This reflects continued utilization of the facility by the City's residents and demonstrates the importance of providing accessible recreational amenities within the community.
- **Non-Resident Usage:** The pool welcomed 303 non-resident guests, including 212 youth and 91 adults. The number of non-resident visitors demonstrates that Milam Park Pool continues to attract individuals and families from surrounding communities, increasing the facility's overall reach and utilization.
- **Toddler and Senior Participation:** The pool also served 13 toddlers and 6 seniors during the reporting period. While these groups represent a smaller portion of overall attendance, their participation demonstrates that the facility provides recreational opportunities for a broad range of ages.
- **Community Impact:** Throughout August, Milam Park Pool provided residents and visitors with opportunities for recreation, physical activity, social interaction, and relief from the summer heat. The facility continues to be one of the City's most utilized seasonal recreational amenities and plays an important role in supporting the Parks & Recreation Department's mission of enhancing the quality of life for the Clarkston community.

Overall Assessment

Overall, August attendance reflects another successful month for the Milam Park Pool. With 601 guests recorded through August 28, the facility continues to demonstrate strong community demand and remains an important recreational resource for the City of Clarkston.

The high level of youth participation is particularly significant, with approximately 69% of all admissions coming from children and teenagers ages 2–17. This reinforces the value of the pool as a family-friendly facility and highlights the importance of continuing to provide affordable aquatic recreation for Clarkston's youth.

The participation of both residents and visitors from surrounding communities also demonstrates the broader regional value of Milam Park Pool. Continued investment in the facility, programming, staffing, maintenance, and overall customer experience will help ensure that the pool remains a safe, accessible, and high-quality recreational destination for years to come.

As the 2026 pool season approaches its conclusion, the August attendance figures provide another positive indicator of the facility's importance to the Clarkston community and the continued demand for quality Parks & Recreation services.

Key Performance Indicators (KPIs) & Metrics:

Monthly Reservation Statistical Report – August 2026

The City of Clarkston Parks & Recreation Department continued to experience strong community participation in its rental facilities throughout the month of August 2026. City-owned indoor and outdoor facilities remained valuable resources for residents, community organizations, families, and visitors seeking affordable and accessible locations for gatherings, celebrations, meetings, and recreational activities.

The continued demand for facility rentals reflects the importance of Parks & Recreation amenities in supporting community engagement and providing residents with opportunities to gather, celebrate, and participate in activities within the City of Clarkston. Department staff continued to work closely with renters throughout the reservation process to ensure that facilities were properly scheduled, accessible, clean, safe, and prepared for each event.

Clarkston Women's Club

During the month of August 2026, the Parks & Recreation Department facilitated **7** reservations at the Clarkston Women's Club. The facility hosted a variety of private and community-based events, including birthday celebrations, family gatherings, community meetings, social events, organizational functions, and other special occasions.

The continued utilization of the Clarkston Women's Club demonstrates its value as one of the City's premier indoor rental facilities. Its convenient location, indoor accommodations, and flexibility make it an attractive option for residents and organizations seeking an affordable venue for gatherings and events.

Department staff supported each reservation by coordinating scheduling, rental agreements, customer communication, facility access, inspections, and post-event follow-up. These efforts help ensure that the facility remains clean, safe, well-maintained, and ready for the next scheduled rental.

The continued demand for the Women's Club also provides the city with an opportunity to evaluate future improvements to the facility, including potential upgrades to furnishings, technology, lighting, building systems, and other amenities that could further enhance the customer experience.

Milam Park Pavilion

The Milam Park Pavilion also remained a popular rental destination during August 2026, with a total of **9** reservations during the month. The pavilion accommodated a variety of activities and events, including birthday parties, family reunions, cookouts, church gatherings, community celebrations, youth activities, and other private and recreational events.

The pavilion's location within Milam Park continues to be one of its greatest advantages. Renters have convenient access to the park's playgrounds, athletic fields, open spaces, walking areas, and other recreational amenities. This combination makes the pavilion especially attractive to families and groups looking for an outdoor venue where guests can gather while also enjoying the surrounding park.

The continued use of Milam Park Pavilion demonstrates the importance of maintaining flexible outdoor gathering spaces that can accommodate a wide range of community needs. Department staff continued to monitor reservations, coordinate facility access, communicate rental requirements, and ensure that the pavilion was properly prepared before and after each rental.

As demand for the pavilion continues, the Department will continue to evaluate opportunities to improve the facility and surrounding park amenities, enhance the rental experience, and ensure that the pavilion remains a safe,

clean, and welcoming space for residents and visitors.

Monthly Summary

During August 2026, the Clarkston Women's Club and Milam Park Pavilion generated a combined **16** facility reservations, demonstrating continued demand for City-owned rental facilities.

These reservations represent more than facility usage; they also reflect the important role that Parks & Recreation facilities play in bringing people together and supporting community engagement. City facilities provide residents, organizations, and visitors with affordable locations for celebrations, meetings, family gatherings, recreational activities, and other events.

Facility rental activity also provides an important source of revenue for the Parks & Recreation Department. Rental revenue can help support ongoing facility operations, maintenance, repairs, improvements, and other departmental needs. Continued monitoring of reservation activity will allow the Department to better understand customer demand and identify opportunities to improve services and increase facility utilization.

The Parks & Recreation Department will continue to monitor monthly reservation trends, evaluate customer feedback, assess facility needs, and identify opportunities to enhance amenities and operational efficiency. The Department will also continue working to ensure that the reservation process is convenient, and that facilities are properly maintained and prepared for each rental.

Overall, the August 2026 reservation activity demonstrates that the City's Parks & Recreation facilities continue to serve an important role in the Clarkston community. The Department remains committed to providing clean, safe, affordable, accessible, and welcoming facilities that support community gatherings, promote recreation, encourage social interaction, and enhance the overall quality of life for the citizens of Clarkston.

Project Updates/Status:

Parks & Recreation Master Plan – Consultant Update

Perez Planning & Designing, Inc. presented the revised final comprehensive City of Clarkston Parks & Recreation Master Plan, which establishes a long-term vision for the development, enhancement, and sustainability of the City's parks, recreational facilities, programs, and community amenities.

The consultant presented the revised final draft Master Plan and the accompanying Implementation Strategy to the Mayor and City Council during the Council Work Session on Tuesday, August 25, 2026. The presentation included an overview of the proposed recommendations, phased implementation schedule, estimated capital improvement priorities, and potential funding opportunities that will guide the City's future parks and recreation initiatives.

The Implementation Strategy provides a framework for moving the recommendations from the planning stage into action. It will assist the City in identifying projects that can be addressed in the short term, medium term, and long term, based on community needs, available funding, project readiness, operational capacity, and other City priorities. This phased approach will allow the city to make steady progress while recognizing that not every recommendation can be implemented at the same time.

The Master Plan will also provide the Department with a stronger foundation for pursuing outside funding opportunities, including grants and potential partnerships. Having an adopted plan with clearly identified priorities can help demonstrate the City's commitment to improving its parks and recreation system and provide a framework for communicating project needs to funding agencies, community partners, and other stakeholders.

During the August 25 work session, City Council reviewed the revised plan and discussed the recommendations and implementation strategy. Following the presentation and discussion, the Council voted to place the Parks & Recreation Master Plan on the Consent Agenda for the City Council meeting on Tuesday, September 1, 2026, for consideration and a final vote to formally adopt the document as the City's comprehensive Parks & Recreation

Master Plan.

When adopted, the Master Plan will serve as the City's official roadmap for future parks and recreation improvements over the next 10 years. It will provide the Parks & Recreation Department with a clear framework for establishing priorities, developing future programs, planning capital projects, identifying facility improvements, evaluating community needs, and making recommendations for future budgets and investments.

Upcoming Goals/Projects:

Milam Park Field Conversion Project Update

The City of Clarkston Parks & Recreation Department, along with ChaQuias Miller-Thornton, City Manager, Marcus Seaton, Public Works Director, Larry Kaiser, City Engineer, Bernard Kendrick, Assistant Public Works Director, Keedra Jackson, Director of Planning and Economic Development, and Keisha Dixon, Special Projects Manager & Executive Assistant to the City Manager, have started to meet with Skyline Engineering & Construction, LLC, the consulting firm providing professional engineering and design services for the Milam Park Synthetic Turf Field Project.

Skyline Engineering & Construction, LLC is assisting the city with the planning and design phase of the project, including the development of conceptual site designs, evaluation of potential field configurations, preparation of detailed engineering plans, technical specifications, and other professional services necessary to advance the project. The consultant is working with City staff and leadership to ensure that the proposed improvements are compatible with the existing Milam Park site and support the City's long-term Parks & Recreation goals.

The project team met on Wednesday, August 12, 2026, and Wednesday, August 26, 2026, to review and discuss several conceptual field design options that could be a good fit for the available space on the upper field at Milam Park. The discussions included reviewing how the available footprint could be utilized effectively while maintaining flexibility for youth athletic programming, recreational activities, and other potential community uses of the park. The conceptual design discussions are an important step in determining the most functional configuration for the proposed synthetic turf field. The team is evaluating options with consideration for field dimensions, programming needs, circulation, existing site conditions, safety, accessibility, drainage, and the City's ability to continue utilizing the surrounding park area for other recreational activities and community events.

The City and Skyline Engineering & Construction, LLC will continue working together as the design progresses. Regular bi-monthly meetings are scheduled each month to review project progress, discuss design revisions, address questions or technical issues, and identify the next steps necessary to keep the project moving forward. These meetings will provide City staff with continued opportunities to review the design and provide feedback before the project advances to subsequent stages.

At this time, the project is moving forward on schedule. The city will continue to monitor the project's progress closely and coordinate with Skyline Engineering & Construction, LLC and the appropriate City departments to help ensure that the project remains aligned with the City's objectives, available resources, and anticipated implementation schedule.

These attractions created a fun, family-friendly environment while encouraging community engagement and strengthening relationships between residents, City staff, elected officials, and local organizations.

The continued success of the Annual Back-to-School Backpack Give-Away demonstrates the City of Clarkston's commitment to supporting youth, strengthening families, and building partnerships that improve the quality of life for the community. The Parks & Recreation Department is grateful for the overwhelming support received from City leadership, staff, volunteers, sponsors, vendors, and community partners and looks forward to building on the success of this event in the years ahead.

Planning and Economic Development

Keedra T. Jackson, Director of Planning and Economic Development

Executive Summary/ Highlights

Planning & Economic Development — August 2026 Summary

1. Comprehensive Plan – 2046 Update

Status: Active / Pending Adoption

- Continued coordination on the City's 2046 Comprehensive Plan amendment.
- Reviewed and provided staff comments on the draft plan.
- Coordinated with the City's planning consultants and project partners.
- Began preparing for City Council engagement and chapter-by-chapter presentations.
- Developed a note-taking version of the draft plan for Council members to use during presentations.

Next Steps:

- A presentation will be given by Pond at our September 1st City Council Work Session to receive Council comments ahead of submittal to the Department of Community Affairs for initial review and comment.
- We are also in the process of wrapping up our task force and collection of applications regarding our CDAP Housing initiative with ARC. The application deadline will be September 4th.

2. Community Development Assistance Program – Housing Assessment

In September, TBA, the first Housing Task Force Meeting and the plan to establish meeting cadence will take place.

3. Special Events Process

Status: In Development

- Began developing a revised process for formal review of special event permit requests within the City.
- Proposed establishing a standing committee of internal staff and external service partners to review applications and meet with applicants.
- Identified the need for completed applications and payment of applicable fees before staff review/approval.
- Working toward a more consistent, transparent, and coordinated process for special events.

4. Economic Development & Business Recruitment

Status: Ongoing

- Engaged with prospective businesses interested in locating in Clarkston.
- Evaluated proposed business uses against current zoning regulations.
- Worked to balance business recruitment with compliance with the City's current development regulations.
- Continued outreach and relationship-building with existing businesses and potential investors.
- Conferences Attended the Quality Growth Conference on August 14th in Sandy Springs and the Economic Mobility Conference in Washington DC from August 19-21st.

5. Zoning & Development Review

Status: Ongoing

- Reviewed zoning and land-use questions for properties throughout the City, conducted site plan and development proposals.
- Provided guidance regarding permitted uses, zoning classifications, overlays, grandfathered uses, and development requirements.
- Coordinated with internal staff regarding infrastructure, sanitary easements, and other development-related concerns.

5. Code Enforcement / Development Coordination

Status: Ongoing

- Worked with Code Enforcement staff and department leadership to address operational issues and improve consistency.
- Clarified procedures and expectations related to enforcement activities and customer communication.

6. Downtown Development Authority (DDA) Collaboration

Status: Ongoing

- Participated in discussions focused on business recruitment, retention, investment, and economic development opportunities.
- Identified opportunities for greater collaboration between the City, DDA, businesses, and property owners.

7. GIS / Mapping Improvements

Status: Active

- Met with GIS partners to discuss opportunities to improve the City's GIS product.
- Received technical guidance and recommendations regarding GIS capabilities and data presentation.
- Began identifying ways GIS can better support Planning, Economic Development, development review, and public access to information.

8. Business Licensing & Customer Service

Status: Ongoing

- Reviewed business license and zoning-related inquiries.
- Assisted businesses with understanding applicable zoning and regulatory requirements.
- Addressed inconsistencies and questions related to business license applications and descriptions.
- Continued efforts to improve communication and customer service for businesses interacting with the department.

Pending / Upcoming Priorities

- Continue 2046 Comprehensive Plan amendment and prepare for Council review and adoption.
- Finalize the City's special event review and approval process.
- Continue business recruitment and retention efforts.

- Develop a more comprehensive economic development strategy for Clarkston.
- Continue strengthening DDA and regional partnerships.
- Advance GIS improvements and determine additional mapping/data needs.
- Continue reviewing zoning and development regulations to identify opportunities to support appropriate investment.
- Improve internal departmental procedures, communication, and coordination.
- Continue monitoring active development projects and outstanding site-plan issues.

August Departmental Focus

The overall focus for August has been establishing structure, improving coordination, strengthening customer service, and positioning Planning and Economic Development to support responsible growth.

The department has been working not only on individual development and zoning matters, but also on building the processes, partnerships, and long-term planning framework necessary to support Clarkston's economic development goals.

Key Performances Indicators(KPIs) and Metrics

Code Enforcement:

Total Initial Inspections-19

Total Follow up Inspection-29

Total Court Summons Issued-13

Permits:



Fees Collected Report

City of Clarkston

736 Park North Boulevard, Suite 120 , Clarkston, Georgia 30021

Fees Collected between 8/1/2026 and 9/30/2026

Fee Type	Count	Amount
Administrative Fee	18	\$450.00
Application Fee	18	\$450.00
Building Permit Fee	4	\$750.00
Plan Review Fee	5	\$187.52
Residential Minor LD	1	\$75.00
Trade Permit Fee	10	\$825.00
Transfer of Permit	1	\$200.00
Tree Removal	3	\$350.00
Tree Survey Review	1	\$150.00
Total Fees Collected	61	\$3,437.52

Major Accomplishments

1. Completed the process to finally launch Sages. Sages will launch on July 30th. This was able to happen within a month of joining City of Clarkston.

Working with Sages to transition the City's Planning and Zoning processes to an online platform. The department has begun testing the system, including applications, fee structures, workflows, and related functionality. The goal is to have the Planning and Zoning online permitting and application system fully operational by the end of September 2026.

2. After consistent efforts, Clarkston Station remove all the trash facing along the proposed Green Tree Trail. The gate is being repaired on Monday, August 31st.

Upcoming Goals/Projects

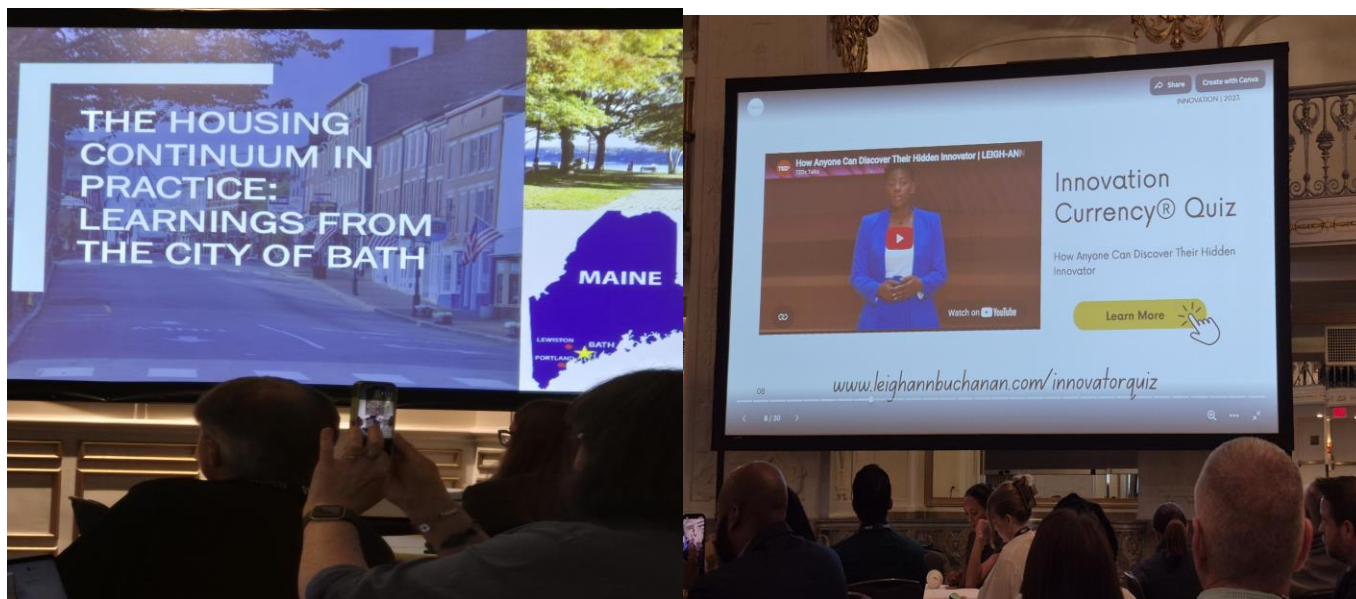
1. **Update Fee Schedule for Planning and Zoning, Building Permits, Land Disturbance Permits.**
2. **Creating an attractive welcome package for potential developers or businesses interested in Clarkston.**
3. **Amending the Tree Ordinance**
4. **Amending the Sign Ordinance**
5. **Trail Extension and Connectivity**
 - a. Explore opportunities to expand the City's trail network.
 - b. Identify potential connections with surrounding municipalities.
 - c. Evaluate amenities, safety improvements, lighting, access points, seating, bicycle infrastructure, and unique placemaking opportunities.
6. **Downtown Revitalization**
 - a. Develop a strategic framework for downtown improvements.
 - b. Identify opportunities for economic development, public investment, and placemaking.
 - c. Continue in collaboration with the DDA and City Council.
7. **Organizational Effectiveness**
 - a. Continue assessing staffing needs and internal operations.
 - b. Establish clearer processes and workflows.
 - c. Improve communication, accountability, and coordination.
 - d. Ensure staff resources are aligned with the City's strategic priorities.
8. **Leadership and Community Engagement**
 - a. Maintain an active presence at City events and meetings.
 - b. Strengthen relationships with City Council, boards and commissions, staff, residents, businesses, and community partners.
 - c. Foster a culture of collaboration and shared ownership of the City's future.
9. **Attraction of Financial Institutions, Food Hall, and Hotel to the downtown area**
10. **Build Relationships with surrounding Municipalities**
11. **Implement a better response timeline to customers or internal staff**

Staffing/Personnel Updates:

N/A

Photos or Infographics

Economic Mobility Convening – ICMA – Washington, DC



PUBLIC SAFETY – POLICE

James Bullock – Chief of Police

Xavier Todd, Assistant Chief of Police

Executive Summary / Highlights

During the month of August, the Clarkston Police Department remained committed to enhancing public safety, strengthening community partnerships, and providing professional law enforcement services throughout the City of Clarkston.

Key Performance Indicators (KPIs) & Metrics:

Part I – Crime Statistics

Reporting Period: July 28, 2026 – August 27, 2026

Offense Type	Number of Incidents
Homicide	0
Rape	1
Robbery	0
Assault	14
Burglary	2
Theft	24
Motor Vehicle Theft	4

Part II – Patrol Statistics

Reporting Period: July 28, 2026 – August 27, 2026

Activity Numbers

Citations Issued	27
Accident Reports	46
Incident Reports	98
Arrest	24

S.T.E.P. Unit Activity

This month, Officer Spencer was assigned to the **S.T.E.P. (Safety Traffic Enforcement Patrol)** Unit following the promotion of Lieutenant Sarwar. Officer Spencer currently serves in a dual role while assigned to the Uniform Patrol Division. His primary responsibility remains responding to calls for service; however, when call volume permits, he conducts proactive traffic enforcement throughout the City of Clarkston. Additionally, Officer Spencer is responsible for investigating hit-and-run accidents when viable investigative leads are available.

Despite his short time assigned to the S.T.E.P. Unit, Officer Spencer has already made a significant impact. His proactive enforcement efforts and attention to traffic safety demonstrate the department's continued commitment to protecting motorists, pedestrians, and other roadway users traveling throughout the City of Clarkston.

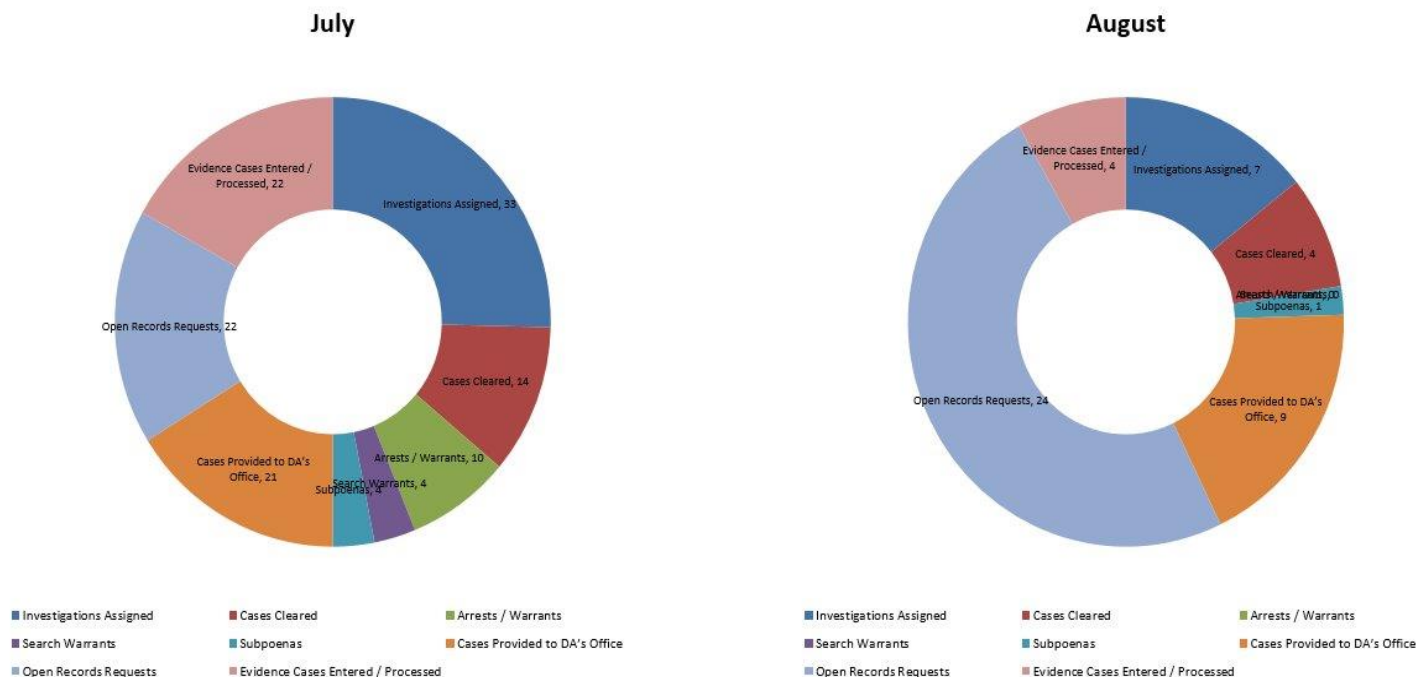
The following are highlights of the S.T.E.P. Unit's enforcement activity for the month:

- 16 citations issued
- 1 Child Restraint Violation
- 1 School Bus Passing Violation
- 1 Suspended License Violation
- 1 Misdemeanor Arrest
- 1 No Insurance Violation
- 1 Stop Sign Violation

[CRIMINAL INVESTIGATIONS DIVISION ON NEXT PAGE]

Criminal Investigations Division CID Monthly Statistics — July vs. August 2026

Month-over-month comparison of quantified operational statistics



CID Statistics

- Investigations assigned: 7
- Cases cleared: 4
- Arrests / warrants: 0
- Search warrants: 0
- Subpoenas: 1
- Cases provided to DA's Office: 9.
- Open Records Requests: 24
- Evidence cases entered / evidence processed: 4

Records Services W/ Fee Collections (July 28-August 28)

Alcohol Server & Adult Entertainer Permits	37	11,794.70
Background Checks	11	\$226.60
Reports	29	\$147.40
Open Records	Unknown	\$521.12
CREDIT CARDS FEES ARE NOT REFLECTED		

Key Accomplishments

- The Police Department hosted National Night Out at Milam Park as part of its ongoing commitment to strengthen community engagement and fostering positive relationships between law enforcement and residents. The event provided an opportunity for officers to interact with community members in a welcoming environment while promoting trust, partnership, and public safety. Additionally, CKPD invited jurisdictional law enforcement and public safety partners with an incredible response in support.



- Police personnel participated in the City's Food Drive, demonstrating the department's continued commitment to serving and supporting the Clarkston community beyond traditional law enforcement responsibilities.
- Officer Spencer attended Crisis Intervention Training Conference in Orlando, FL. This program is a grant funded initiative led by Stone Mountain Police Department working with clinicians to develop ongoing capabilities area wide for deescalation options for law enforcement when dealing with mental health crisis and other related events.

Upcoming Goals and Projects

- The Police Department will soon deploy two new patrol vehicles assigned to the Uniform Patrol Division. The vehicles will feature newly designed graphics and upgraded emergency lighting to enhance visibility, officer safety, and the department's professional presence within the community.
- CKPD is currently planning Faith and Blue weekend in October. This event is a collaboration with local faith leaders, faith organizations, and non-profit faith-based programs. CKPD will partner with these organizations for two events over the Faith and Blue weekend October 9-12, 2026.
- As a CKPD coordinator for the area wide CIT initiative, Officer Spence will coordinate full CIT certification training along with Stone Mountain Police Department. CKPD will have several officers complete the training to get their CIT certification.

Major Accomplishments

- The Police Department began its implementation of policy through Lexipol in a continued commitment to transparency and professional policing services.
- CKPD began an ongoing recruiting campaign through job fairs, college/university career center campus visits, and site visits to regional police academies. Furthermore, the use of social media, billboards, and banners is important.

Staffing/Personnel Updates:

- Sgt. Ahmad Sarwar was promoted to the rank of Lieutenant and assigned as the Uniform Division Commander
- Officer W. Williams accepted the position as Interim Sergeant and is assigned D Team shift supervisor
- Detective A. Cushenan accepted the position as Interim Sergeant and is assigned to A Team shift supervisor
- Det. Earle is working a dual role as he is reassigned from Criminal Investigation Division to Uniform Patrol Division
- New hire Officer M. Overton will join the Clarkston Police Department on August 31, 2026. Officer Overton has been a certified law enforcement officer in the State of Georgia since 2003, bringing more than 20 years of law enforcement experience to the department. In addition to his extensive law enforcement background, Officer Overton proudly served in the United States Marine Corps
- The department received **six (6)** employment applications. Two (2) applicants were disqualified during the initial screening process. The remaining four (4) applicants, all Georgia POST-certified officers with prior law enforcement experience, were interviewed by the Chief of Police and the Assistant Chief. All four candidates were approved to proceed to the background investigation phase.
- As of August 27, 2026, the department currently has **10 sworn patrol positions filled**, consisting of **4 Sergeants** and **6 Uniform Patrol Officers**. In addition, all **4 command positions** are filled, including the **Chief of Police, Assistant Chief, Captain, and Lieutenant**.

The department currently has **6 sworn vacancies**, consisting of:

- 3 Uniform Patrol Officer positions
- 2 Detective positions
- 1 Support Services/CID Sergeant position
- 1 Support Services/Training/Community Engagement Unit position

The department's total authorized staffing level is **21 funded sworn positions**.

Photos or Infographics:

Lieutenant Appointment: Sgt. A. Sarwar

Interim Sgt. Appointments: Detective A. Cushnan and Officer W. Williams



Public Works

Marcus Seaton, Public Works Director

Bernard Kendrick, Assistant Public Works Director

Executive Summary/Highlights

This month's activity remained concentrated on active capital projects, environmental compliance response, and foundational policy work. Public Works advanced review and coordination on three major infrastructure efforts — the SS4A Corridor Improvement project, Greenway Trail Phase I, and the Norman Road Dam project — while also responding to two illicit discharge reports and continuing development of the City's Design Standards and Specifications Manual and the 2027 programmatic project slate. Staff also engaged in professional development, attending FEMA/EPD floodplain training and an asset management seminar, and preparing for CFM re-certification.

Key Performance Indicators (KPIs) & Metrics

Metric	Status / Value
Active capital & infrastructure projects	8 (SS4A Corridor, Greenway Trail Ph. I, Norman Road Dam, Milam Park Turf Conversion, Mell Ave. Streetlighting, Design Standards Manual, CIP Development, Friendship Forest)
Illicit discharge reports received/resolved	2 reported (1051 Mell Avenue; Vaughn Street) — Vaughn Street remediation coordinated
Meetings attended (project-related)	Norman Road Dam, Greenway Trail Phase I, SS4A Corridor — 3 active project meeting tracks
Procurement actions advanced	3 (Friendship Forest Invasive Species Removal, Women's Club paving quotes, Cow Art proposal review)
Staff training / certification activity	FEMA/EPD Floodplain Training (Statesboro, GA); CFM re-certification exam preparation; Asset Management (work order systems) seminar

Upcoming Goals/Projects

Norman Road Dam Project

Attended project meetings and reviewed submittals during this reporting period.

Greenway Trail Phase I

Attended project meetings and reviewed and provided comment on the Atkins Realis design proposal.

SS4A Corridor Improvement Project

Attended project meetings; concept-level plan review and engagement sequencing continue to

progress.

Mell Avenue and Other Areas Streetlighting Evaluation

Evaluation work continued during the reporting period. Non-working or diminished-output light locations were observed. Georgia Power has been engaged for lighting agreements.

Milam Park

Conducted an electrical investigation at the Milam Park Pool.

Illicit Discharge Response

- 1051 Mell Avenue – discharge reported
- Vaughn Street – remediation coordinated

City Design Standards and Specifications Manual

Development continued during the reporting period.

2027 Programmatic Projects & CIP Spreadsheets

Continued development of programmatic project planning for 2027 and supporting Capital Improvement Plan spreadsheets developed.

DeKalb County Disaster Debris Management Plan Update

DeKalb County kicked off an update to its countywide Disaster Debris Management Plan, facilitated by CDM Smith (the plan's original author). Attended the kickoff meeting as a critical partner agency.

Major Accomplishments

- Submitted DeKalb Beautification Unit request for E. Ponce de Leon mowing
- Reported and coordinated remediation of illicit discharges at 1051 Mell Avenue and Vaughn Street
- Advanced the Friendship Forest Invasive Species Removal Proposal
- Coordinated quotes for Women's Club site paving
- Completed electrical investigation at Milam Park Pool
- Provided review and comment on the Greenway Trail Design Proposal (Atkins Realis)
- Reviewed scope of work for 1172 Clark Street (K. Jackson) and selected contractor
- Attended DeKalb County Disaster Debris Management Plan Update kickoff meeting
- Supported the Back-to-School event with setup and takedown, procurement of food and supplies,

and generator operation for the kids' ride

- Purchased and distributed food for National Night Out
- Reviewed bid proposals for the decorative light pole replacement project and selected a vendor, with a Notice to Proceed letter to follow

Staffing/Personnel Updates

N/A

Photos or Infographics -

N/A