

MONTHLY

REPORT

July 2026



CHAQUIAS MILLER-THORNTON
City Manager

CITY OF
CLARKSTON

where possibilities grow

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City Manager's Report July 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:

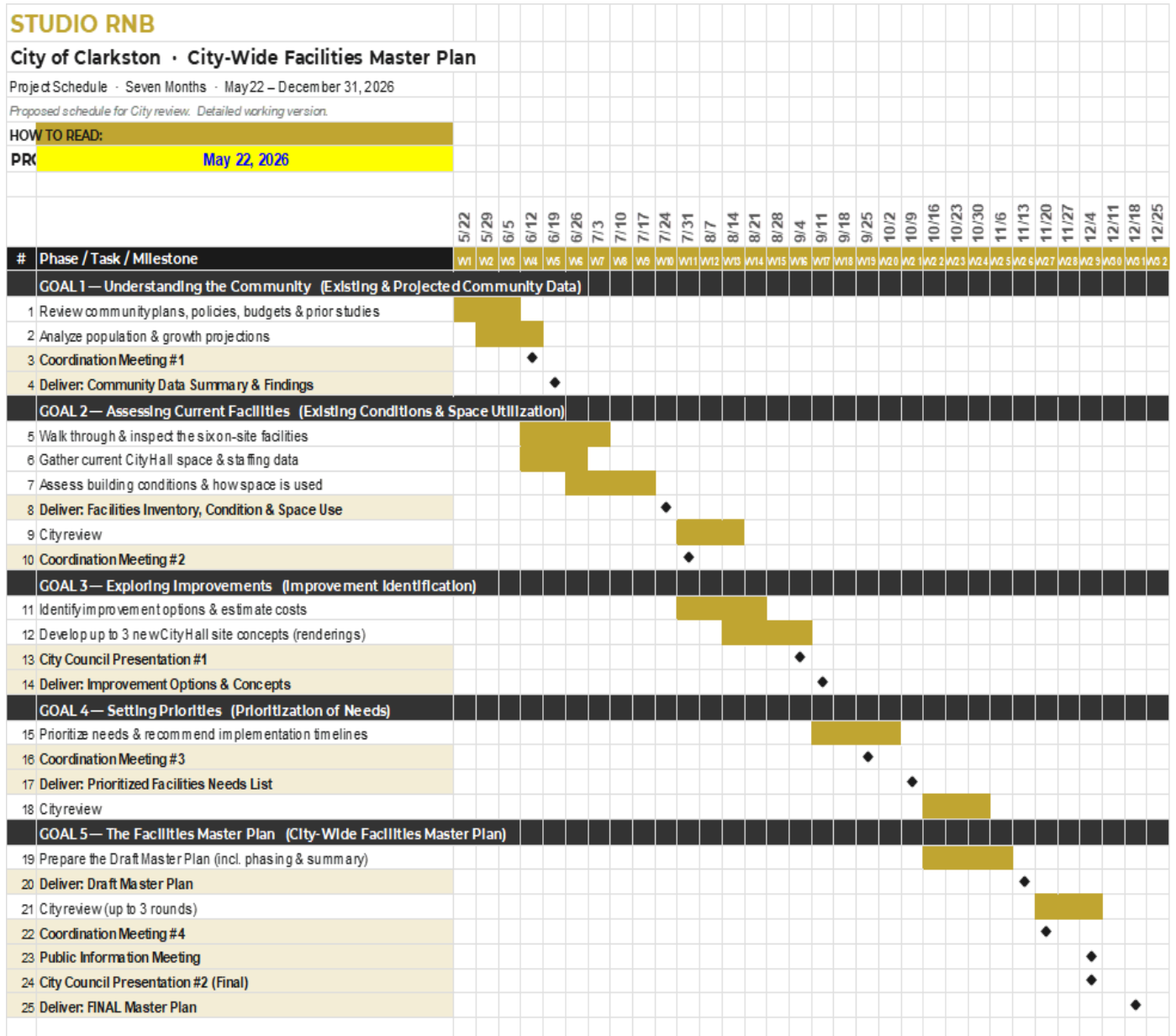
- Photography Service Agreement between the City of Clarkston and Wise Visual Co. LLC for photography services provided for the Two Freedoms: One Country event held on 07/03/2026.
- Memorandum of Community Development Assistance Program between the Atlanta Regional Commission and the City of Clarkston related to the city's application for ARC's assistance with the Clarkston Housing Assessment – 07/06/2026.
- Interlocal Agreement for Cooperative Purchasing Services between City of Clarkston and Purchasing Cooperative of America for the purpose of participating in cooperative purchasing for the purchase of police vehicles – 07/06/2026.
- Memorandum of Understanding between the City of Clarkston, Georgia and the Decatur Family YMCA for the Establishment of a Three-Week Water Safety Class for Children – 07/08/2026. The program was held in July 2026 at Milam Pool and provided quality swimming lessons programming for up to 12 participants.

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 – 07/01/2026
 - Phase I of the City's Greenway Trail Project – Conceptual Design
 - Trail Design – PMT Meeting 07/01/2026
 - Trail Design – PMT Meeting 07/29/2029
 - Clarkston's Annexation Study
 - In July no meeting were held as the consultant worked to conduct stakeholder interviews with members of City Council

- Clarkston's 2046 Comprehensive Plan Rewrite
 - Comp Plan Workshop – 07/07/2026
 - Comp Plan PMT Meeting – 07/14/2026
 - Comp Project Advisory Group Meeting – 07/28/2026
- Clarkston's Economic Mobility and Opportunities Initiative
 - EMO Meeting 07/14/2026
 - ICMA EMO Special Assistant Virtual Meeting 07/15/2026
- Clarkston's Facilities Master Plan
 - Tour of Facilities held in June 2026



- 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.

- Scope Meeting – 07/01/2026
- Clarkston CDAP PMT Meeting 07/14/2026
- Taskforce Review Meeting – 07/21/2026
- CDAP Housing Assessment Presentation to City Council – 07/28/2026

Clarkston 2026-2027 Housing CDAP Schedule													
	Project Initiation		Data Assessment and Task Force Sessions				Plan Development			Final Deliverable			
	Jun 26 Month 1	PMT Kickoff Jul 26 Month 2	TASK FORCE Aug 26 Month 3	Sep 26 Month 4	Oct 26 Month 5	Nov 26 Month 6	Dec 26 Month 7	Jan 27 Month 8	Feb 27 Month 9	Mar 27 Month 10	Apr 27 Month 11	May 27 Month 12	
Project Initiation													
Task Force Applications and Finalization													
Identify Goals and Desired Outcomes													
Data Gathering, Cleaning, Initial Analysis													
Data Review of Analysis by PMT and Task Force										Final to PMT			
Task Force Engagement and Community Events											Final to PMT		
Drafting Final Technical Memo and Slide Deck													
Presentations / Council Meetings								Final to PMT					
Project Management Conference Calls (Frequency TBD)	●	● ●	● ●	● ●	● ●	● ●	●	●	● ●	●	●	●	
Task Force Meetings/Public Engagement				●	● ●	●		●					
Deadline for Total Project Completion: May 2027													

- Clarkston's Milam Park Upper Field Conversion
 - PMT Kick-off Meeting – 07/20/2026
- Clarkston's Norman Road Dam Rehabilitation Project
 - PMT Meeting – 07/08/2026

- Clarkston's Parks and Recreation Master Plan
 - Draft Plan Review – 07/15/2026
 - Implementation and Next Steps Presentation to Council – 07/28/2026
- Sages Software Go Live! 07/27/2026

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 07/08/2026 to discuss the Capital Inventory List and next steps in the CIP Plan Composition
- Composition of the City's Culture Management Plan
- Operations/Personnel Capacity Assessment
Meetings are being scheduled 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.
 - Meeting held on 07/01/2026 to discuss and review construction & transportation projects in progress with Public Works Director, Assistant Public Works Director and Engineer.
 - Meeting held on 07/07/2026 to discuss PFAS Microber with Public Works Director and Assistant Public Works Director.
 - Meeting held on 07/08/2026 to discuss the recruitment process with Human Resources & Risk Management Director.
 - Meeting held on 07/30/2026 to discuss case management system review with Municipal Courts Administrator.
 - Weekly departmental meetings are being held with Police Chief Bullock and Planning Director Keedra Jackson.

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.

- Berkley Group Coordination Meeting (Planning On-call Services) – 07/01/2026

- Clarkston's Clark Patterson Lee (CPL) Coordination (Planning On-call Services) - 07/08/2026
- On 07/08/2026 City Manager Miller Thornton participated in a FLOST Tax Relief Documentation Process Meeting. The Georgia Department of Revenue (DOR) released updated forms for the millage rate setting process that take into consideration the new Floating Local Option Sales Tax referendum. Note; DeKalb County has opted not to pursue FLOST.
- On 07/09/2026 City Manager Miller-Thornton met in an Equalized Homestead Option Sales Tax Discussion Meeting with TJ Sigler, Director of the Office of Management and Budget for DeKalb County Government. The meeting was held to discuss with Mr. Sigler the proposed EHOST distribution methodology, certified 2026 homestead digest values, estimated distribution schedule, and the process for applying EHOST tax relief to eligible municipal and unincorporated ad valorem tax line items.
- On 07/13/2026 the City Manager and City Engineer Larry Kaiser met with Corentin Auguin (MARTA's manager of Special Projects and Analysis) to discuss MARTA Safe Route to Transit Program. The program is considering pedestrian safety and accessibility improvements (curbs, ramps, sidewalks, and an RRFB) at a couple of bus stops in Clarkston. Intergovernmental Agreement for MARTA's Safe Routes to Transit between the City of Clarkston and the Metro Atlanta Rapid Transit Authority is current in review among the party's legal representatives for future presentation to City Council for review and consideration.
- On 07/07/2026 the City Manager and Economic Development Coordinator Jacob Bouie met with Refuge Coffee representatives to discuss Refuge's upcoming 5K Race Event to be held in Clarkston.
- On 07/23/2026 the City Manager participated in a Joint Work Session of the City Council and the Clarkston Downtown Development Authority. Planning Director Keedra Jackson, Economic Development Director Jacob Bouie, and City Clerk Cynthia Hanson also participated. Georgia Technical College facilitated the meeting session and assisted the group with discussion of mission and vision statements and priority setting.
- On 07/25/2026 the City Manager attended and participated in DeKalb Commissioner Chakira Johnson's District 4 Community Connections Breakfast Meeting held at the Clarkston Library. Several members of the Clarkston community were there to hear about accomplishments of the Commissioner's Office year-to-date and to present their concerns
- On 07/27/2026 the City Manager attended a meeting session of Tackling Housing Supply and Affordability Challenges through Mixed Income Housing Innovation. Among other things, the session focused on whether mixed-income housing can advance housing supply, affordability, and opportunity.
- The City Manager attended several development pre-concept and planning meetings for developments proposed within the cities incorporated limits.

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.

City Manager Miller-Thornton has engaged with the City's Legal Administration (Attorney Stephen Quinn) and the City's Building Official (Michael Nier) to analyze impact and to identify any process considerations that are necessary to ensure compliance.

Martha Revelo, Chief of Intergovernmental Affairs for DeKalb County, has communicated with DeKalb cities regarding the County's response to SB447. DeKalb County's Planning and Sustainability Department is actively working with county departments to evaluate internal processes, review capacity, and ensure compliance with the new statutory requirements. The City Manager's Office is working with Ms. Revelo to coordinate with DeKalb departments/offices that require review/approval of development plans within the City's jurisdiction.

Required Reports

City Manager Miller-Thornton and Finance Department Support are working to complete the City's Report of Local Government Finance (RLGF). This report is a financial survey submitted by local governments to the Georgia Department of Community Affairs detailing municipal revenues, expenditures, assets and debts.

Events

07/03/2026 – Held the **“Two Freedoms, One Country: A Celebration of Juneteenth and Independence Day in America”** event at Milam Park.



07/18/2026 – Held the 2nd Food Distribution Event (for 2026) at Flourish Park and Springdale Glen



07/25/2026 – Held the “Back to School Book Bag Giveaway” event at Milam Park.



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: Food Truck Festival
Date: Saturday, September 19, 2026
Location: Downtown Clarkston
Time: 10am – 2pm

Administrative Department Reports continued on the next page.

City Clerk's Office

Cindy Hanson, Interim City Clerk

Executive Summary/Highlights:

During July, 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 July 3, the City Clerk volunteered at the *Two Freedoms, One Country* event, assisting with event setup and supporting one of the free giveaway areas. She also volunteered at the *Back-to-School Book Bag Giveaway* event on July 25, providing assistance with setup and cleanup activities and distributing food tickets to attendees.

The City Clerk and City Manager participated in a webinar hosted by the Association County Commissioners of Georgia (ACCG) regarding the FLOST Tax Relief Documentation Process. Additionally, Ms. Hanson attended a webinar hosted by CivicPlus that provided advanced training on the Agenda and Meeting Management platform, including features designed to improve meeting minute preparation and overall records management efficiency.

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-seven (37) licenses were issued, including business licenses, coin-operated amusement machine licenses, hookah licenses, and alcohol licenses.

In addition, thirty-two (32) applications are currently being processed and prepared for invoicing. The office is also monitoring twelve (12) 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): 564
- Number of requests received this month: 80

Project Updates/Status:

- Participated in a meeting with Sages and the Planning and Economic Development Department regarding the Building Permit program.
- 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.

Upcoming Goals/Projects:

- Get additional quotes for digitization of city records.
- Disposal/shredding of records that have exceeded retention schedule.

Staffing/Personnel Updates:

- None

Photos or Infographics:

- None

Equity, Diversity & Inclusion

Yolanda McGee Equity, Diversity & Inclusion Officer

Executive Summary / Highlights

The Office of Equity, Diversity & Inclusion (EDI) remains focused on strengthening the City of Clarkston's commitment to equity, inclusion, and community engagement. Through ongoing initiatives and collaborative efforts, the department continues to support fair access to resources, encourage diverse representation, and cultivate an environment that values respect, cultural awareness, and meaningful participation for all residents.

Key Performance Indicators (KPIs) & Metrics

During this reporting period, the Office of Equity, Diversity & Inclusion continued building meaningful relationships throughout DeKalb County to elevate the City of Clarkston's presence and collaborative efforts. The EDI Officer participated in several countywide meetings and engaged directly with members of the DeKalb County leadership team to strengthen partnerships and identify opportunities for shared impact. These connections continue to foster open communication, increase collaboration, and position Clarkston as an active and engaged leader in advancing equity and inclusion across the region.

Project Updates / Status

In conjunction with the City Manager's Pop-up Initiatives, the City Administration is exploring the development of a Community Resources Event to connect residents with local service providers and community organizations. Planning discussions are focused on expanding access to information and resources that support housing stability, employment, family services, and overall community well-being. A resource book is also being developed.

Major Accomplishments

- Participated in the **DeKalb County Funding webinar to gather information on County funding opportunities.**
- Successfully coordinated, jointly, with planning efforts for the City's **Two Freedoms Festival**
- Participated in a work culture webinar
- Participated in the City Food drive
- Participated in planning meeting for National Night Out.

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 Special Projects function continues to focus on clearing this role of responsibilities that lie within another department/section. Key accomplishments include continued transitioning of duties related to VC3 and building management to the new Communications and Technology and Public Works Department. Weekly meetings with VC3, with the involvement of this function, will discontinue as of July 31, 2026, as we consider moving towards a new agreement with the company (more details will follow as the project progresses). Participated in various meetings regarding operational initiatives and future planning for events. These efforts have already resulted in freeing up time to focus on special projects held in the city manager's office to include Requests for Proposals and Event Planning and Management. The renewed focus will ensure that events are planned in a timely manner, and communication is done in enough time for our residents and visitors can plan accordingly.

Key Performance Indicators (KPIs) & Metrics

N/A

Project Updates / Status

The following projects are currently underway:

- **City's Juneteenth Festival.** The event was originally scheduled for **Friday, June 19 2026**. Out of an abundance of caution, it was postponed and rescheduled to **Friday, July 3, 2026**. With this new date, we were afforded the opportunity to also commemorate Independence Day. This function submitted a theme for consideration **"Two Freedoms, One Country: A Celebration of Juneteenth and Independence Day in America. Honoring our Past. Celebrating our Freedoms. Building our Future."** We were able to retain the majority of our committed vendors and entertainment. Advertisement banners and yard signs were remade and placed as well as the 285 Billboard, digital sign in front of the old Police Department, the City's website and social media pages. Constant contact reminders were sent daily during the two-week time period leading up to the event. The event was a

great success, was enjoyed by the staff and elected officials. We had trivia questions as well as games for the youth. This project was spearheaded, jointly, with the Equity, Diversity and Inclusion Officer.

- **City's Back to School Backpack Giveaway:** This year we served over 650 children by providing bookbags. We also included a clothing and shoes distribution event as a part of the event. Thank you to all staff and community members that donated.
- **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 will closed on August 19, 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. We continue to work through various items related to IT concerns.
- **VC3 related items.** All things VC3 (new employee set ups, disabling former employee accounts, ticket monitoring and bill reconciliations) have been transitioned to the Communications and Technology Officer. While she serves as the person responsible for all things IT, there are some things that still require my assistance. until July 31, 2026.
- **Meetings.** Meet with Skyline concerning the Milam Park Renovations. Held various event planning meetings. Meet with AT&T FirstNet to review the devices listed on the current bill.
- **Miscellaneous.** Contract expiration/renewal dates are being monitored. The ultimate responsibility lies within each department.

Upcoming Goals/Projects: Began planning for the Food Truck Festival, 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

FY2024 Aduit and FY2025 Reconciliation

The City Administration/Finance Departments held an audit results meetig with City Audit Mauldin & Jenkins on 07/14/2026 and City Manager Miller-Thornton received the FY2024 audit report draft on 07/17/2026. FY2026 audit report summary was presented to Mayor and Council on 07/28/2026. The City Manager and Finance Support team are finalizing the Management Discussion and Analysis for inclusion in the Audit Report for submission to the Department of Audits and Accounts.

The Administration/Finance Departments and Finance Support are also engaged in reconciliation of FY2025 revenue and expenditures/expenses – all funds. FY2025 budget review meeting was held on 07/21/2026 and

a subsequent department meeting was held on 07/28/2026 to discuss identified administrative journal entries, to receive an update on FY2025 reconciliation, and to discuss the schedule for FY2025 close-out. The meeting also included a conversation regarding FY2026 revenue and expense summary and detail review.

Interviews were held for the Finance Director position on 07/17/2026. Three (3) candidates were interviewed. A conditional offer has been made and the new director is scheduled to begin employment on 08/10/2026.

Human Resources & Risk Management

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

Executive Summary/Highlights

The Office of Human Resources and Risk Management continued advancing strategic workforce and organizational initiatives throughout July 2026. Primary efforts focused on employee relations, policy development, organizational compliance, recruitment, benefits administration, workers' compensation, litigation support, risk management, employee training, and support of major City events. The department remained committed to the City's priorities of People | Protection | Performance while providing strategic guidance and operational support to the City Manager, executive leadership, and City departments.

Key Accomplishments

- Administered employee relations investigations and provided guidance on workplace conduct and policy compliance.
- Supported the City's Back-to-School Backpack Giveaway through risk management planning, volunteer waivers, incident response, and post-event investigations.
- Continued collaboration with executive leadership regarding organizational initiatives, policy implementation, compensation matters, and employee engagement.

Project Updates / Status

- Police Officer Recruitment – Continuous recruitment remains active.
- Police Lieutenant Position – Salary recommendation completed with consideration of internal equity and organizational compensation structure.
- Performance Management Training – Mandatory virtual leadership training coordinated for Executive Leadership, Managers, and Supervisors.
- Workers' Compensation & Risk Management – Ongoing claims administration, incident investigations, return-to-work coordination, and vendor compliance reviews.
- Litigation Support – Implemented litigation hold procedures and coordinated preservation of records in accordance with legal counsel's guidance.
- Benefits Administration – Continued oversight of employee benefits, Curative compliance, payroll corrections, and employee communications.
- Reviewed Certificates of Insurance (COIs), contractual risk transfer documents, liability waivers, and insurance compliance for City projects and special events.

Major Accomplishments

- Enhanced employee accountability through attendance reminders, virtual training standards, and supervisory guidance.
- Successfully managed multiple employee relations matters and workplace investigations while ensuring compliance with City policy and employment laws.
- Expanded risk management oversight by reviewing insurance documentation, liability waivers, and contractual risk transfer requirements.

Upcoming Goals / Projects

- Continue Police Officer recruitment and hiring efforts.
- Complete the Police Lieutenant onboarding activities.
- Continue implementation of Performance Management initiatives and supervisory training.
- Review Human Resources policy updates and operational procedures.
- Continue workers' compensation case management and risk mitigation initiatives.
- Support FY 2026–2027 workforce planning, strategic Human Resources initiatives, and organizational development.

Staffing / Personnel Updates

- No new hires or employee promotions were completed during July 2026.

Operational Highlights

Throughout July 2026, Human Resources and Risk Management remained actively engaged in employee relations, recruitment, benefits administration, workers' compensation, litigation support, organizational compliance, risk management, and strategic planning. The department also played a significant role in supporting City events, coordinating mandatory leadership training, administering workplace investigations, and providing strategic counsel to City leadership. These efforts continued to support the City Manager, Executive Leadership Team, department directors, supervisors, and employees while promoting accountability, compliance, operational excellence, and exceptional public service.

Technology and Communications

Christin Taylor, Technology and Communications Officer

Executive Summary/Highlights:

Monthly Communications and Technology Update

Over the past month, the Communications and Technology function continued advancing the City's strategic communication efforts while providing comprehensive marketing, technology, and project support across multiple departments. Significant progress was made in strengthening public engagement, expanding community outreach, supporting major City initiatives, and enhancing digital communication platforms that improve transparency and access to information for residents.

A significant focus during the month involved supporting several high-profile community engagement initiatives through coordinated marketing and communications campaigns. Communications and Technology partnered closely with the Police Department in promoting the City's National Night Out event by developing promotional graphics, social media campaigns, digital marketing materials, and community messaging designed to encourage neighborhood participation and strengthen relationships between residents and public safety personnel.

The department also provided extensive communications support for the City's Housing Task Force initiative, producing recruitment materials, informational flyers, social media content, and digital outreach encouraging resident participation. These efforts emphasized community involvement, multilingual accessibility, and public awareness while supporting the City's long-term housing planning objectives.

Additional collaboration with Parks and Recreation continued through the promotion of seasonal programming and upcoming community events, while ongoing support was provided to multiple City departments for public notices, event marketing, website content updates, email communications, and graphic design services.

Numerous promotional materials were developed to ensure consistent branding and timely dissemination of information across the City's communication channels.

Technology initiatives also continued to advance during the month. Efforts focused on improving the City's digital presence through ongoing website enhancements, implementation planning for technology modernization initiatives, and continued evaluation of cybersecurity priorities. Work also progressed strengthening technology governance, improving documentation of IT assets and operational procedures, and supporting the development of policies designed to enhance information security and operational resiliency.

Internal communication and interdepartmental collaboration remained a priority. Communications and Technology continued serving as a centralized resource for departments requiring marketing, branding, technology support, and public information assistance. Standardized communication processes have improved consistency in messaging while allowing departments to more effectively communicate programs, services, and important community updates.

These combined efforts have resulted in increased public awareness of City initiatives, stronger community engagement, improved coordination among departments, and continued enhancement of the City's professional brand across digital and print communications. Strategic communications continue to play an increasingly important role in supporting organizational goals while fostering greater transparency and resident engagement.

Looking ahead, priorities for the coming month include continued support for the Housing Task Force engagement process, expanded marketing for upcoming community events, ongoing website improvements, implementation of technology modernization initiatives, advancement of cybersecurity planning efforts, and continued enhancement of digital communication tools that improve service delivery and resident access to information.

Key Performance Indicators (KPIs) & Metrics:

The VC3 support ticket report as of **August 31, 2026**, reflects continued improvement in IT support responsiveness and issue resolution. At the time of reporting, there are **0 open support tickets** and **49 closed tickets**, demonstrating that all reported issues have been successfully addressed. This sustained resolution rate highlights the effectiveness of the City's partnership with VC3 in maintaining reliable technology services, minimizing operational disruptions, and providing timely technical support to City staff. Continued monitoring of support trends and proactive issue management remain priorities to ensure the City's technology infrastructure remains secure, stable, and responsive to organizational needs.

Key Achievements and Milestones:

- Successfully led communications and marketing efforts for multiple high-profile community initiatives, including City of Clarkston's Backpack Giveaway, National Night Out, and Design Workshop Open House, resulting in increased public awareness and community engagement.
- Developed and launched a comprehensive communications campaign supporting the Housing Task Force, including resident recruitment materials, multilingual outreach, social media content, and community engagement resources.
- Produced a wide range of marketing and branding materials for City departments, including flyers, social media graphics, website content, email campaigns, and promotional collateral, ensuring consistent City branding and messaging.
- Advanced technology modernization efforts by supporting IT planning, strengthening technology governance, improving documentation, and identifying priorities for future infrastructure improvements.
- Improved consistency and efficiency of public communications through standardized messaging, streamlined communication workflows, and coordinated marketing efforts.
- Increased visibility of City programs, services, and events by expanding digital outreach across social media, web platforms, and electronic communications.
- Established a solid foundation for upcoming technology modernization projects, expanded community

engagement initiatives, and continued enhancement of the City's communications infrastructure.

Project Updates/Status:

Website Modernization Initiative – In Progress (On Track)

The Website Modernization Initiative continued to advance through expanded content updates, improved navigation, and enhanced accessibility features designed to provide residents with a more user-friendly digital experience. Recent efforts focused on increasing the visibility of City events, departmental programs, and public notices while improving the organization of information across the website. Additional enhancements included updating event pages, streamlining content management processes, and supporting more timely publication of community announcements. Planning is also underway to incorporate additional online resources and service information that will further improve resident access to City services and information.

Communications Standardization Project – In Progress (On Track)

The Communications Standardization Project continued making significant progress through the implementation of centralized communication workflows, editorial planning, and standardized branding practices across City departments. The continued use of coordinated content calendars and communication planning has improved consistency, strengthened internal collaboration, and increased efficiency in the development of public messaging.

Recent efforts supported coordinated communications for the Housing Task Force resident recruitment campaign, National Night Out, Parks and Recreation programming, public safety initiatives, and various City announcements. These improvements have strengthened cross-departmental coordination while ensuring consistent messaging across digital, print, and social media platforms.

Digital Engagement Expansion (Social Media & Community Outreach) – In Progress (On Track)

Digital engagement efforts continued to expand through increased social media activity, targeted outreach campaigns, and enhanced promotional strategies supporting City programs and community events. Strategic communications efforts during the month included:

- Comprehensive marketing and promotional campaign for National Night Out.
- Community outreach and resident engagement supporting the Housing Task Force initiative.
- Promotion of Parks and Recreation programs and seasonal activities.
- Development of promotional materials for upcoming community events and City initiatives.
- Continued support for Police Department recruitment and public safety messaging.
- Increased distribution of City news, public notices, and event information across multiple communication platforms.

These efforts have continued to increase public awareness, improve resident engagement, strengthen the City's digital presence, and expand the reach of municipal communications.

Technology Modernization Roadmap – In Development

Development of the Technology Modernization Roadmap continued following the City's infrastructure assessment, with increased focus on identifying technology priorities that support operational efficiency, cybersecurity, and long-term sustainability. Planning efforts have included documentation of existing technology assets, evaluation of infrastructure replacement needs, cybersecurity planning, and identification of future digital service improvements.

The roadmap will provide a phased implementation strategy for technology investments, including infrastructure

modernization, cybersecurity enhancements, improved technology governance, and expanded digital services that better support City operations and resident needs.

Cross-Department Strategic Communications Support – Expanded

Communications and Technology continued to expand its role as a strategic partner by providing communications, marketing, and technology support across numerous City departments and organizational initiatives. Collaboration increased with the City Manager's Office, Parks and Recreation Department, Police Department, Housing Task Force, and other operational divisions to develop coordinated communication strategies that effectively informed and engaged the community.

Support included development of marketing campaigns, graphic design, social media management, website updates, email communications, public notices, event branding, and promotional materials for major City initiatives. This collaborative approach has strengthened organizational communication, improved consistency across departments, increased public transparency, and enhanced the City's ability to proactively engage residents, businesses, and community stakeholders.

Staffing/Personnel Updates: N/A.

Photos or Infographics:



Courts on next page.

COURTS

Lillian Triplett, Chief Court Clerk

Executive Summary/Highlights:

Chief Court Clerk Lillian Triplett successfully earned both premier certifications offered by the Georgia Municipal Court Clerks' Council (GMCCC), achieving designation as a Certified Municipal Court Clerk (CMCC) in January 2026 and a Certified Municipal Court Administrator (CMCA) in June 2026.

June 2026 Monthly Disbursement Report

- **City General Fund:** \$26,985.20
- **Drug Abuse Treatment & Education:** \$988.91
- **Peace Officer's Annuity and Benefit Fund:** \$3,619.86
- **Local Victims Assistance Program:** \$1,493.01
- **Grand Total Collected:** \$33,086.98

June 2026 Consolidated Monthly Remittance Report

- **POPIDF-A:** \$2,549.84
- **Crime Victim Emergency Fund:** \$78.00
- **Brain & Spinal Injury Trust Fund:** \$141.42
- **Crime Lab Fee:** \$50.00
- **Driver Education and Training Fund:** \$642.69
- **POPIDF-B:** \$2,883.99
- **Grand Total of All Collections:** \$6,345.93

Payment Method Breakdown (July 1 - 28)

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

- **Cash:** \$4,454.00
- **Check:** \$1,355.00
- **Credit Cards:** \$6,476.30
- **Online Payments:** \$1,890.00

Monthly Report from Professional Probation Services (PPS)

June 2026

Summary Statistics

- **Citation Count:** 44
 - Successful: 37
 - Unsuccessful: 7
- **Probationers Supervised:** 25
 - Successful: 23
 - Unsuccessful: 2
- **Modifications of Terms:** 0
- **Closed:** 0

Amount Order to Pay: \$17,104.00

Amount Paid: \$15,533.00

Community Service Paid: \$1,236.00

Balance: \$335.00

Case Management System Project Update:

City Manager Miller-Thornton and Chief Court Clerk Lillian Triplett met Tyler and JusticeONE/CourtWare Solutions on July 28 and July 21st, 2026, respectively to review service terms for the court's case management system. Police Chief Bullock and Assistant Chief Todd also attended the JusticeONE meeting to discuss possible conversion of the Police Department's Report Management System. Both meetings included conversation about service enhancements and data conversions.

Staffing/Personnel Updates:

- No updates at this time.

Photos or Infographics:

- None

Parks and Recreation

Michael Duncan, Parks and Recreation Director

Executive Summary/Highlights:

Milam Park Pool – July 2026 Admission Report

The Milam Park Pool experienced a strong increase in attendance throughout the month of June, reflecting another successful summer season for the City of Clarkston Parks & Recreation Department. Favorable weather, family-friendly programming, and the availability of the community pool have contributed to a steady flow of visitors from both Clarkston residents and surrounding communities.

As of **July 31, 2026, at 3:00 p.m.**, the Milam Park Pool welcomed **2,568 guests** during the month of June. The attendance figures demonstrate that the pool continues to be a popular recreational destination for children, families, and individuals of all ages.

June 2026 Pool Admission Breakdown

Admission Category	Total Guests
Resident Youth (Ages 2–17)	1182
Non-Resident Youth (Ages 2–17)	780
Toddlers (Ages 1 & under)	51
Resident Adults (Ages 18–59)	364
Non-Resident Adults (Ages 18–59)	319
Seniors (Ages 60 & over)	52
Total Guests	2,568

Attendance Highlights

- **Total Attendance:** The Milam Park Pool welcomed **2,568 guests** during July 2026.
- **Youth Participation:** Youth ages 2–17 accounted for **1,962 admissions**, representing approximately 76% of all visitors. This continues to demonstrate the pool's importance as a recreational destination for children and families.

- **Resident Usage:** Clarkston residents made up **1,546 admissions** (excluding toddlers), reflecting strong community utilization of the City's aquatic facility.
- **Regional Attraction:** The pool also welcomed **1,099 non-resident guests** (including toddlers), illustrating that the facility continues to attract visitors from neighboring communities while generating additional revenue for the Parks & Recreation Department.
- **Community Impact:** Throughout July, the pool provided residents and visitors with opportunities for recreation, physical activity, social interaction, and relief from the summer heat. The facility remains one of the City's most utilized seasonal amenities and continues to support the Parks & Recreation Department's mission of enhancing the quality of life for the Clarkston community.

Overall, July attendance reflects another successful month for the Milam Park Pool. The continued use of the facility by residents and visitors demonstrates the value of maintaining high-quality recreational amenities that promote healthy lifestyles, family engagement, and community connection.

Key Performance Indicators (KPIs) & Metrics:

Monthly Reservation Statistical Report

The City of Clarkston Parks & Recreation Department continued to experience strong community participation in its rental facilities throughout the month of July 2026. Both indoor and outdoor facilities remained in high demand, providing residents, organizations, and visitors with affordable, well-maintained venues for a variety of events and activities.

Clarkston Women's Club

During the month of July 2026, the Parks & Recreation Department facilitated 12 reservations at the Clarkston Women's Club. The facility hosted a diverse range of events, including birthday celebrations, family gatherings, community meetings, social events, organizational functions, and other private rentals. The continued utilization of the Women's Club demonstrates its value as one of the City's premier indoor event venues and reflects the community's confidence in the quality and accessibility of the facility.

Department staff coordinated each reservation by managing scheduling, customer service, rental agreements, facility access, inspections, and post-event evaluations to ensure the building remained clean, safe, and ready for future use.

Milam Park Pavilion

The **Milam Park Pavilion** remained one of the City's most requested rental amenities during June, with a total of **18 reservations**. The pavilion served as the location for numerous birthday parties, family reunions, cookouts, church gatherings, community celebrations, youth activities, and other recreational events.

It's a convenient location within Milam Park, along with access to playgrounds, athletic fields, walking trails, and other park amenities, continues to make the pavilion a highly desirable destination for residents and visitors seeking an outdoor venue for special occasions.

Monthly Summary

Combined, the Parks & Recreation Department managed **30 facility reservations** during the month of June, demonstrating continued community engagement and strong demand for City-owned recreational facilities.

These rental statistics reflect the important role that Parks & Recreation facilities play in bringing the community together while generating revenue that supports facility maintenance and operational improvements. The department will continue to monitor monthly reservation trends, evaluate customer demand, and identify opportunities to enhance facility amenities, improve operational efficiency, and expand recreational opportunities for residents and visitors.

The Parks & Recreation Department remains committed to providing clean, safe, affordable, and welcoming facilities that support community gatherings, promote recreation, 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. has completed the 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 Master Plan serves as a strategic guide for future capital investments, operational improvements, and recreational programming while reflecting community input gathered throughout the planning process.

The consultant presented the **final draft Master Plan** and the accompanying **Implementation Strategy** to the Mayor and City Council during the Council Work Session on **Tuesday, July 28, 2026**. The presentation included an overview of the proposed recommendations, phased implementation schedule, estimated capital improvement priorities, and funding opportunities that will guide the City's future parks and recreation initiatives.

During the work session, Council members provided valuable feedback and requested additional information and clarification regarding several key components of the plan. Discussion primarily focused on the proposed **Splash Pad**, the recommended **Milam Park Baseball Field configuration**, and the **prioritized Capital Improvement Project list**, including the sequencing and prioritization of future investments. Council also discussed the importance of ensuring that recommended projects align with the City's long-term financial planning, available grant opportunities, and the recreational needs of Clarkston residents.

Perez Planning & Designing, Inc. will incorporate all comments, questions, and recommendations received from the Mayor and City Council into a revised draft of the Master Plan. The consultant will also update the prioritized Capital Improvement Project list to reflect Council's direction and provide additional clarification where requested.

The Parks & Recreation Department anticipates presenting the revised Master Plan and updated implementation recommendations during the next scheduled **City Council Work Session on August 25, 2026**. Following Council's review of the revisions, staff intends to recommend **final approval and adoption of the City of Clarkston Parks & Recreation Master Plan** at the **City Council Meeting on September 1, 2026**.

Once adopted, the Master Plan will serve as the City's official roadmap for future parks and recreation improvements, helping guide capital investment decisions, support grant funding applications, strengthen partnerships, and enhance recreational opportunities for residents over the coming years.

Upcoming Goals/Projects:

Milam Park Synthetic Turf Conversion – RFP and Proposal Evaluation Update

The City of Clarkston City Council has officially approved the selection of **Skyline Engineering & Construction, LLC** as the consulting firm for the Milam Park Synthetic Turf Field Project. Skyline Engineering & Construction will provide professional engineering and design services, including the preparation of conceptual site designs, detailed engineering plans, technical specifications, permitting assistance, cost estimates, and the development of complete bid-ready construction documents. These deliverables will position the city to competitively solicit qualified contractors for the future construction phase of the project.

The synthetic turf field project has been identified as one of the highest-priority capital improvement initiatives in the City's Parks & Recreation Master Plan. The project supports the City's long-term vision of enhancing

recreational infrastructure, expanding access to high-quality athletic facilities, increasing programming opportunities for youth and adults, and reducing ongoing field maintenance and weather-related closures. Once completed, the synthetic turf field will provide a durable, year-round playing surface capable of accommodating increased recreational programming, league play, tournaments, community events, and other outdoor activities while extending the overall lifespan and usability of the facility.

Following City Council approval, Skyline Engineering & Construction, LLC has officially initiated work on the project. The project team conducted its first on-site kickoff meeting with City staff at Milam Park on **Wednesday, July 29, 2026**, to review existing site conditions, discuss project objectives, identify design considerations, and establish the project schedule and communication process. The meeting provided an opportunity for City staff and the consultant team to discuss anticipated project milestones, site constraints, utility considerations, permitting requirements, and preliminary design concepts.

To ensure consistent progress and effective project oversight, Skyline Engineering & Construction will provide **semi-monthly project meetings** with City staff throughout the design phase. These meetings will include progress updates, discussion of upcoming milestones, review of design documents, and coordination of any technical or permitting requirements. In addition, the consultant will submit written progress reports documenting completed work, project status, upcoming activities, and any issues requiring City review or direction.

The Parks & Recreation Department will continue working closely with Skyline Engineering & Construction throughout the planning and design process and will provide regular updates as major project milestones are achieved. The completion of the engineering and design phase will position the city to pursue construction funding opportunities and move forward with the competitive bidding process for this transformative improvement to Milam Park.

Major Accomplishments:

Annual Back-to-School Backpack Give-Away

The City of Clarkston Parks & Recreation Department successfully hosted its **Annual Back-to-School Backpack Give-Away** on **Saturday, July 25, 2026, from 10:00 a.m. to 2:00 p.m.** at **Milam Park**. The event brought together City officials, staff, community organizations, volunteers, local vendors, and residents to celebrate the upcoming school year while providing valuable resources and support to Clarkston families.

This year's event was a tremendous success, welcoming hundreds of community members and ensuring that local students were prepared to begin the **2026–2027 school year** with the supplies they need to succeed. Through the collaborative efforts of the city and its community partners, more than **650 students** received free backpacks filled with essential school supplies.

The Parks & Recreation Department extends its sincere appreciation to everyone who contributed their time, resources, and support to make this event possible. Special thanks are extended to **City Manager ChaQuias Miller-Thornton, Keisha Dixon, Yolanda McGee**, the **Public Works Department**, the **Clarkston Police Department**, the **City of Clarkston's staff, community volunteers**, and the many local vendors and organizations that participated by providing free giveaways, educational information, and generous donations of clothing for families in need.

The Department would also like to recognize **Beverly Burks** for attending community events. A special thank you is also extended to **Mark Perkins**, whose enthusiasm and energy helped create an exciting atmosphere throughout the event. Together, Mayor Burks and Councilman Perkins personally assisted with distributing backpacks to more than **650 students and their families**, helping ensure every child left prepared for the first day of school.

In addition to distributing backpacks and school supplies, families enjoyed a variety of free community activities and services, including donated clothing, complimentary food, carnival rides, games, and children's activities.

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

Since beginning my tenure as Director on June 29, 2026, my primary focus has been gaining a comprehensive understanding of the City's operations, staff, current projects, pending initiatives, and long-term priorities while establishing relationships with City leadership, staff, elected officials, boards and commissions, and the community.

The first month has been focused on listening, learning, assessing, and establishing a foundation for progress. I have spent significant time becoming acclimated with staff responsibilities, reviewing pending and proposed projects, touring the City, understanding existing processes, and identifying opportunities to strengthen internal operations.

In addition to internal assessment, I have prioritized community and civic engagement. During my first weeks, I attended my first City event on July 3rd and my first City Council meeting on July 7. These opportunities provided valuable insight into the City's culture, community priorities, leadership expectations, and the relationship between staff, elected officials, boards, and residents.

My first month has also reinforced the importance of establishing clear processes, improving internal coordination, and creating systems that allow staff to effectively manage current responsibilities while preparing for future growth and development.

Key Performances Indicators(KPIs) and Metrics

In arriving here there was not a system in place to track the number of permits submitted, the number issued or the number of permits that required resubmittals, failed inspections, or were denied or issued. There was a spreadsheet left by the previous Director, but the current Permit Tech was not utilizing this spreadsheet to keep track of the number of permits. It was also found this spreadsheet was not sequential in order of dates, the type of permits, etc. The Permit Tech currently uses a handwritten method of keep tracking of the permits that comes through the Department.

Before starting here, the previous Director started the process of implementing Sages, an online process for

homeowners, developers, or contractors to submit permit requests. This will help better streamline data of the types of permits to come into the city and help better track the process from the beginning to the end.

Major Accomplishments

1. Staff Engagement and Organizational Assessment

2. Building a relationship with the City Manager (ongoing)

3. City Council and Community Engagement

Engagement with City leadership, elected officials, boards, staff, and the community has been a significant component of my first month.

On July 3, I attended my first City event, providing an opportunity to interact with residents and experience the community beyond the day-to-day operations of City Hall.

On July 7, I attended my first City Council meeting. This provided an opportunity to observe the Council's priorities, understand the City's governance structure, and gain additional insight into the issues that are important to the community.

These experiences have reinforced my belief that successful municipal leadership requires more than effective internal administration. It requires **visibility, communication, collaboration, and an understanding of the community's aspirations.**

4. DDA and City Council Collaboration

On July 23, the City held its first collaborative meeting between the Downtown Development Authority (DDA) and City Council to welcome the DDA Board and begin a meaningful dialogue about the future of Clarkston.

The meeting included a roundtable discussion focused on what participants would like to see in the City and the initiatives necessary to bring those goals to fruition. Participants were divided into groups to discuss proposed initiatives and identify opportunities for collaboration.

I participated in a group discussion with the City Manager, Mayor, and two members of the DDA. Our discussion focused heavily on the City's trail system and opportunities to transform the trail into an even greater community asset.

5. SAGES Software Launch and Go Live!

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.

Upcoming Goals/Projects

1. 2046 Comprehensive Plan

- a. Continue coordination and review of the draft plan.
- b. Support the goal of adoption in October 2026.
- c. Ensure the plan reflects the City's current priorities and long-term vision.

The City is currently in the process of amending its **2046 Comprehensive Plan**, an important planning document that will establish and reinforce the City's long-term vision for land use, trails, key character areas, and overall community development.

Staff reviewed the draft plan and submitted comments on July 24, 2026. The City's goal is to have the amended Comprehensive Plan adopted in October 2026.

This effort is particularly important because the Comprehensive Plan will provide the framework for several of the City's future initiatives, including:

- Trail extension and connectivity;
- Downtown revitalization;
- Preservation and enhancement of key character areas;
- Strategic land-use planning;
- Economic development opportunities; and
- Continued improvement of the City's quality of life and sense of place.

The Comprehensive Plan will serve as an important foundation for moving these initiatives from vision to implementation.

2. 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.

3. 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.

4. 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.

5. 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.

6. Annexation

7. Attraction of Financial Institutions, Food Hall, and Hotel to the downtown area

8. In conjunction with the Facilities Master Plan initiative provide planning support for the new City Hall facility and explore use options for the City Hall Annex on Rowland Street.

9. Build Relationships with surrounding Municipalities

10. Implement a better response timeline to customers or internal staff

11. Perfect file management process via Sages

12. Continue Staff Engagement and Organizational Assessment

The plan since becoming a member of the City of Clarkston team was to get to know staff, hear their concerns, find ways to solve those concerns, learn and build processes. To accomplish this task, meetings were established to become acquainted with staff, reviewing their responsibilities, and gaining an understanding of ongoing work, disconnects, and interdepartmental relationships. Each of the team's job descriptions was reviewed to ensure the duties and tasks were accomplished. This process has helped identify strengths and weaknesses within the organization as well as areas where additional structure, communication, and accountability may be needed.

One of the primary areas identified during this initial assessment has been the need to strengthen internal processes and systems. Some existing procedures have not provided the level of consistency,

clarity, or efficiency necessary to support the City's current and future workload.

Rather than simply identifying these challenges, my approach has been to begin developing solutions that establish clearer expectations, improve communication, and create more efficient workflows.

As with any organization, effective service delivery depends on having clearly defined responsibilities, consistent processes, appropriate communication, and systems that allow leadership to understand what work is being performed and where additional resources or adjustments may be needed.

My approach has been to address these challenges through assessment rather than assumption.

During the first month, I have begun evaluating:

- Existing staff roles and responsibilities;
- Current workflows and processes;
- Communication between departments and leadership;
- Pending and proposed projects;
- Work priorities and deliverables;
- Areas where processes may be unclear or inconsistent; and
- Opportunities to improve accountability and efficiency.

The goal is not simply to change existing practices, but to determine what is working, what is not working, and what systems need to be strengthened to support the City's goals.

This assessment will continue as I work with staff to establish clearer processes and expectations while ensuring that the organization remains focused on providing quality service to residents, businesses, and stakeholders.

Staffing/Personnel Updates:

N/A

Photos or Infographics

N/A

PUBLIC SAFETY – POLICE

James Bullock – Chief of Police

Xavier Todd, Assistant Chief of Police

Executive Summary / Highlights

During the month of July, 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:** June 28, 2026 – July 28, 2026

Offense Type	Number of Incidents
Homicide	0
Rape	1
Robbery	0
Assault	9
Burglary	2
Theft	28
Motor Vehicle Theft	3

Part II – Patrol Statistics**Reporting Period:** June 28, 2026 – July 28, 2026**Activity Numbers**

Citations Issued	64
Accident Reports	26
Incident Reports	115
Arrest	22

Public Safety Report Continued on Next Page

Criminal Investigations Division

CASE CLEARANCE REPORT		CLARKSTON POLICE - Criminal Investigations Division		
Date: 7/1/26- 7/28/26		OIC A. Cushenan		
DESCRIPTION	ASSIGNED	CLEARED		
Total Cases	33	13		CASES CLEARED
Closed - Arrest / Warrant		4		
Closed - Lack of Prosecution		9		
Closed - Nolle Prosse / Unfounded				
Closed - Missing Person Located		3		
Inactive - No Solv Factors/Pending GBI/GCIC				
Arrests / Warrants Obtained		10		
Search Warrants Obtained		4		
Burglary	3	1		Civil, 07-26-001023, 1033
Theft By Taking Auto	1	1		07-26-000964
Theft (All Other)	1			06-26-00783
Harassing Calls				
Terroristic Threats	1			06-26-00782
Robbery/Armed Robbery	1			07-26-000990
Rape / Child Molestation / Cruelty to Children	1	1		Victim is former DKPD Officer
Entering Auto	11	1		07-26-000939, 947, 950, 973, 982, 1011, 1016, 1025, 1027, 1058, 1059
Criminal Damage / Trespass (MV)	9	1		07-26-000959, 963, 972, 1015, 1017, 1019, 1024, 1054, 1056
Fraud / Forgery/Identity Theft	3	1		07-26-000986, 996, 1002
Death Investigations/Murder				
Agg Assault / Battery/Person Shot	2	1		07-26-001053
Missing Person / Runaway Juvenile	3	3		Person Found, Runaway Juv returned, 07-26-001052
Criminal Attempt				
Hi-Jacking of a Motor Vehicle				
ICAC Case	1	1		Assisted HIS
Other	2	2		Wanted Person Located Arrest, Narcotics

Total Cases Cleared		14		
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	Earle	CUSHENAN	
Total Open Cases	32	14	
Total Assigned	4	12	
Warrants	10		
Subpoena		4	
Search Warrants	4		

Records Services W/ Fee Collections (June 28- July 27)		
Alcohol Server & Adult Entertainer Permits	19	\$5140
Background Checks	14	\$280
Reports	26	\$130
Open Records	3	\$60.92
CREDIT CARDS FEES ARE NOT REFLECTED		

Key Accomplishments

- The Criminal Investigations Division (CID) made significant progress on several active investigations, resulting in numerous case closures and arrests. During the reporting period, CID was assigned **33 cases**, cleared **13 cases**, made **10 arrests**, and obtained **18 arrest warrants**.
- Police personnel participated in the **City Manager's Pop-Up Event** at the Parkside Community, strengthening community engagement and fostering positive relationships with residents.
- Police personnel attended as well as providing security and traffic control during the City's **Two Freedoms Event**, promoting public safety while engaging with community members.
- 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.
- Police personnel attended and provided security and crowd control for the **City's Back to School Backpack Give-a-way**.

Upcoming Goals and Projects

- The Police Department continues its ongoing recruitment campaign in collaboration with the Communications Manager and Human Resources to attract and hire qualified candidates
- Meetings were conducted for our upcoming National Night Out scheduled of August 4, 2026, for 5pm-8pm

Major Accomplishments

- The court security plan was redeveloped implementing a new calendar and resourcing efforts.
- Completed purchase of two new patrol vehicles
- Implemented phased portable radio replacement with the purchase of four (4) Motorola Radios.

Staffing/Personnel Updates:

- As part of the department's ongoing recruitment efforts, an external candidate has been selected to serve as the **Uniform Patrol Commander**, with an anticipated start date of August 30, 2026
- Detective Earle worked several patrol shifts to assist the Uniform Patrol Division while continuing to manage his investigative caseload, particularly in response to the recent increase in Entering Auto incidents.
- Detective Cushenan also provided support to the Uniform Patrol Division while continuing to serve as the Officer in Charge of the Criminal Investigation Division.
- 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 July 31, 2026, the department currently has **10 sworn patrol positions filled**, consisting of **4 Sergeants** and **6 Uniform Patrol Officers**. In addition, all **3 administrative command positions** are filled, including the **Chief of Police, Assistant Chief, and Captain**.

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

- 3 Uniform Patrol Officer positions
- 1 Detective position
- 1 PIOH Sergeant position
- 1 Lieutenant position

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

Photos or Infographics:



Public Works

Marcus Seaton, Public Works Director

Bernard Kendrick, Assistant Public Works Director

Executive Summary/Highlights

During this period, Public Works coordinated activity across intergovernmental agreements, infrastructure evaluations, drainage investigations, capital planning, facilities, procurement, and community events. Staff received and began review of a draft Intergovernmental Agreement (IGA) from the Metropolitan Atlanta Rapid Transit Authority (MARTA) for its federally funded Safe Routes to Transit (SR2T) Program, covering six proposed pedestrian safety improvement sites within Clarkston at no cost to the City. Georgia Power provided a project scope of work for the previously requested upgraded lighting package at Upper Milam Park, E Ponce de Leon Avenue, and Montreal Road, with installation still pending, and staff completed a citywide sidewalk condition evaluation while continuing a citywide street lighting evaluation. Staff prepared a Council response on the PFAS issue, submitted a Mell Avenue traffic recommendation to the City Manager's Office, and continued development of the Capital Improvement Plan (CIP) spreadsheets and 2027 programmatic project list. Additional work included consultant evaluation for the Milam Park field conversion, a design standards and specifications meeting, facility masterplan site visits and cost estimates, drainage investigations at Cottages of Clarkston and Clevemart Drive, coordination with DeKalb County on a CDBG issue at Brauwinn Camp, review of Senate Bill 447, review of the Norman Road Dam geotechnical borings log, an Eagle Scout project review, and coordination of the Decorative Lamp ITB. Staff also participated in the Back to School and Juneteenth community events, an entrance sign was ordered for the City Hall municipal building, staff drafted a response letter addressing 26 public comments from the Norman Road Dam Rehabilitation Assessment community meeting and comment period, and staff met with the Executive Leadership Team to discuss the Capital Improvement Plan asset list.

Key Performance Indicators (KPIs) & Metrics

The following key performance indicators reflect departmental activity for this reporting period:

1. Projects/Items Coordinated: 25 active items managed across intergovernmental agreements, infrastructure evaluations, drainage investigations, capital planning, facilities, procurement, and events.
2. Intergovernmental Agreements Received: 1 draft IGA received from MARTA for the Safe Routes to Transit Program, under legal and staff review.
3. Proposed SR2T Project Sites: 6 pedestrian safety improvement sites identified within Clarkston under the draft MARTA SR2T agreement, at no cost to the City.
4. Lighting Improvements Scoped: Project scope of work received from Georgia Power for upgraded lighting at 3 locations (Upper Milam Park, E Ponce de Leon Avenue, Montreal Road); installation pending.
5. Drainage Investigations: 2 active citizen/site drainage investigations (Cottages of Clarkston, Clevemart Drive).
6. Community Events: 2 community events supported by staff participation (Back to School, Juneteenth).

Project Updates/Status

Norman Road Dam Public Comment Response Summary

Staff finalized a draft letter responding to public comments received on the Norman Road Dam Rehabilitation Assessment. The comment period ran May 28 through June 28, 2026, following a community meeting on May 28 attended by 37 participants. In total, 26 individual comments were reviewed, submitted through 5 community meeting comment forms, 17 online survey responses, and 4 emails. Comments were grouped into seven topic areas, each paired with a City response: upstream watershed conditions, sedimentation, and long-term flooding; lake preservation, environmental resources, and wildlife; public access, recreation, and neighborhood amenities;

project funding, ownership, and maintenance responsibilities; continued communication and stakeholder involvement, including a planned second public engagement meeting; construction impacts and future project implementation; and agency coordination and project partnerships, including ongoing coordination with DeKalb County and area homeowner associations.

Milam Park & Citywide Equipment Replacement

Obtained quotes for the replacement of picnic tables at Milam Park and for the replacement of trash receptacles at Milam Park and throughout the city.

Upcoming Goals/Projects

1. Obtain complete Designated Representative contact information (Ed Caddell) for inclusion in the MARTA SR2T agreement.
2. Request and review Exhibit A project drawings from MARTA once available.
3. Evaluate long-term maintenance and liability implications for the six SR2T sites ahead of any future Acceptance of Asset Letter.
4. Confirm the permitting and plan review workflow with MARTA for anticipated site work under the agreement.

<u>Project / Item</u>	<u>Action Taken</u>	<u>Status</u>
<u>MARTA Safe Routes to Transit (SR2T) IGA</u>	Reviewed draft Intergovernmental Agreement covering 6 proposed pedestrian safety sites; identifying outstanding items ahead of internal and Council review	<u>Under Review</u>
<u>Georgia Power Lighting Package</u>	Received project scope of work from Georgia Power for upgraded lighting at Upper Milam Park, E Ponce de Leon Avenue, and Montreal Road; upgrades not yet installed	<u>Scope Received</u>
<u>Citywide Sidewalk Evaluation</u>	Completed citywide evaluation of sidewalk conditions	<u>Completed</u>
<u>Back to School Event</u>	Staff participated in the Back to School community event	<u>Completed</u>
<u>Milam Park Field Consultant Evaluation</u>	Evaluated consultant proposals for the Milam Park synthetic turf field conversion project	<u>In Progress</u>

<u>CDBG Issue – Brauwin Camp</u>	Coordinated with DeKalb County on a CDBG-related issue at Brauwin Camp	<u>In Progress</u>
<u>Citywide Street Lighting Evaluation</u>	Continued citywide evaluation of street lighting conditions	<u>In Progress</u>
<u>PFAS Issue – Council Response</u>	Prepared response to Council regarding the PFAS issue	<u>Completed</u>
<u>Mell Avenue Recommendation</u>	Submitted recommendation to the City Manager's Office	<u>Submitted</u>
<u>CIP Spreadsheet Development</u>	Continued development of Capital Improvement Plan spreadsheets	<u>In Progress</u>
<u>Facility Masterplan Site Visits</u>	Conducted site visits in support of the Facility Masterplan	<u>In Progress</u>
<u>Juneteenth Event</u>	Staff participated in the Juneteenth community event	<u>Completed</u>
<u>Senate Bill 447 Review</u>	Reviewed Senate Bill 447 and potential impacts to department operations	<u>In Progress</u>
<u>Facilities Cost Estimates</u>	Developed cost estimates for facilities projects	<u>In Progress</u>
<u>Cottages of Clarkston Drainage Investigation</u>	Investigated drainage concerns at Cottages of Clarkston	<u>In Progress</u>
<u>Eagle Scout Project Review</u>	Reviewed proposed Eagle Scout project	<u>In Progress</u>
<u>Norman Road Dam Geotechnical Borings Log</u>	Reviewed geotechnical borings log for Norman Road Dam	<u>In Progress</u>

<u>Decorative Lamp ITB</u>	Coordinated Invitation to Bid (ITB) for decorative lamp replacement	<u>In Progress</u>
<u>Clevemart Drive Drainage Investigation</u>	Investigated drainage concerns on Clevemart Drive	<u>In Progress</u>
<u>2027 Programmatic Projects</u>	Began development of programmatic project list for 2027	<u>In Progress</u>
<u>Design Standards and Specifications Meeting</u>	Held meeting on citywide design standards and specifications	<u>Completed</u>
<u>Norman Road Dam Public Comment Response Letter</u>	Drafted response letter addressing public comments from the Norman Road Dam Rehabilitation Assessment comment period (see summary below)	<u>Drafted</u>
<u>ELT Meeting – CIP Asset List</u>	Met with Executive Leadership Team to discuss the Capital Improvement Plan asset list	<u>In Progress</u>
<u>City Hall Municipal Building Entrance Sign</u>	Ordered entrance sign for the City Hall municipal building	<u>Ordered</u>
<u>Public Works Fleet – Replacement Vehicle Pricing</u>	Coordinated pricing estimates; recommendation submitted for review	<u>On Agenda</u>

Staffing/Personnel Updates

Corey completed a Skill Path class in Communicating in the Workplace.

Photos or Infographics - N/A