



NOVEMBER 2025 CITY MANAGER'S REPORT





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CITY CLERK



CITY CLERK

Highlights: Following is City Clerk Office activity for the month of November 2025.

Open Record Requests Rec'd	29
Council Meetings	2
Committee/Board Meetings	4
Ordinances Approved	0
Resolutions Approved	1
Proclamations	1

A person with dreadlocks is seated at a desk, working on a laptop. The scene is overlaid with a semi-transparent red filter. The person is wearing a dark jacket and glasses. The desk has a laptop and some papers. In the background, there are window blinds and a desk lamp.

COMMUNICATIONS

COMMUNICATIONS

CITY EVENTS

Veterans Day Breakfast



Turkey Giveaway



Talks with Tammy





COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT

- Zoning Update Steering Committee Meeting. Update participation informational videos taped before the meeting. December 3rd.
 - » Project manager meetings with Consultant team on next steps for public engagement.
 - » City Manager has been added to all notifications
- Principal for the Day at Arabia Mountain High School with Principal Tanya Mason.
- Community Development Accomplishments for 2025 and proposed for 2026 forward to City Manager .
- 2026 Budget meetings. (Mayor and City Council meetings)
- Matrix Consulting has completed the referenced fee study. I have made the requested amendments and will update MCC at the January 2026 MCC work session and MCC-Regular meetings.
- Assisted the Economic Development Director with interviews for the Business Manager position.
- Meeting with City Engineer in reference to the Everett Park stream buffer variance request.
- Discussion with Allen property agent Marvin Bibbins reference to next steps for the assemblage of property for future development. Forwarded discussion information to ED Director Randall for reference.
- Meeting with Holiday Inn owners. Concerned that code compliance is requesting that there grass is cut to compliance. Owner referenced uncut grass adjacent to Holiday Inn,
- City Manager signed contract agreements with two vendors in reference to towing 10-wheelers. The cost of towing will be fully on the truck owner/entity. Waiting for signage from Facilities Manager to post on city website.
 - » Southeast Towing
 - » S & W. Towing
- Discussion in reference to courts and coordinating with the code division for improved outcomes.
- Dead tree notification from City Arborist at Southside Park 18" tree removal estimate \$2500.
- Arborist page up and running.
- Permit specialist interview. Candidates who has been chosen will be notified via HR.
- Registration DeKalb Regional Land Bank Authority Summit 2026; January 27-28th Porter Sanford III Performing Arts and Community Center.
- Meeting with Ryan Homes ; Crest wind Township Crestview Pointe land development process and changes made to the preliminary plat. Plat will be presented before MCC on

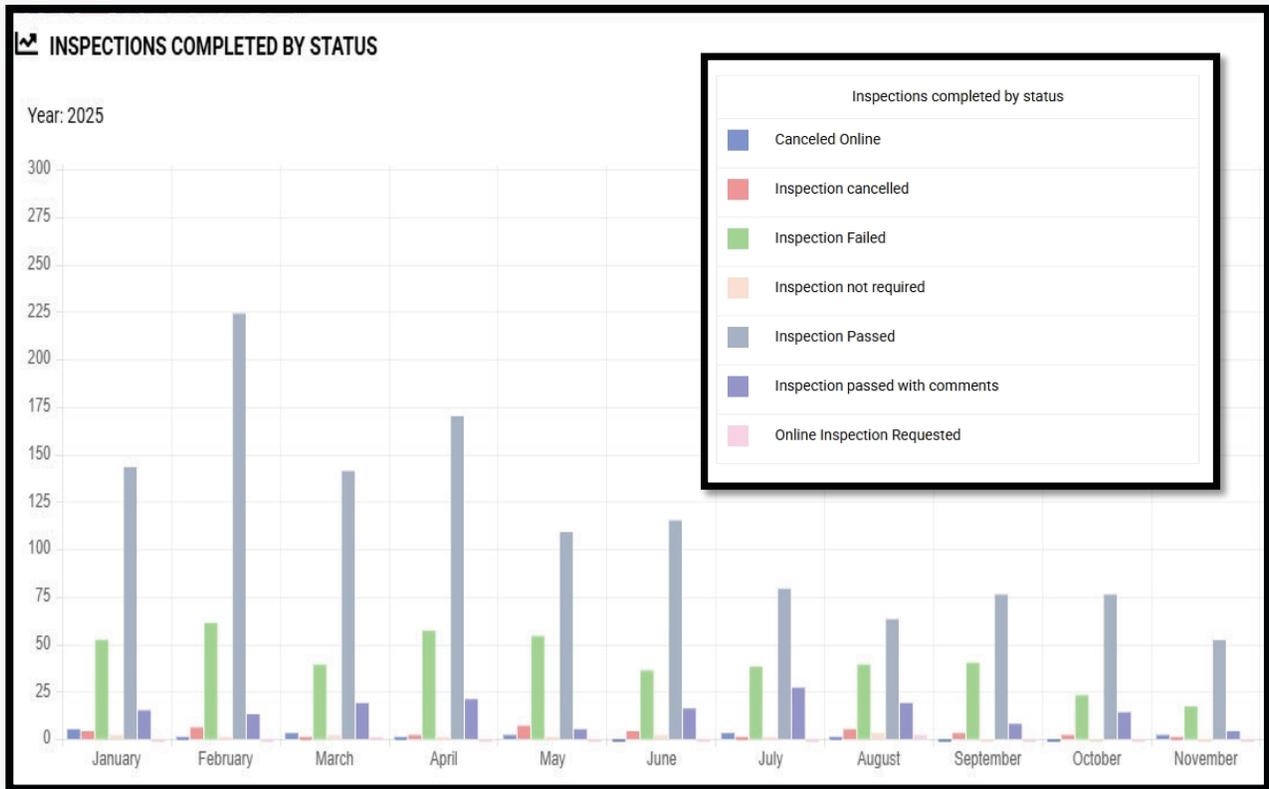


COMMUNITY DEVELOPMENT CONT.

December 18th for final approval.

BUILDING

- **Bureau Veritas will be the consultant team performing the CBO duties. Contract waiting for signature from City Manager.**
 - » Failed: 17
 - » Passed: 52
 - » Inspections passed with comments: 4



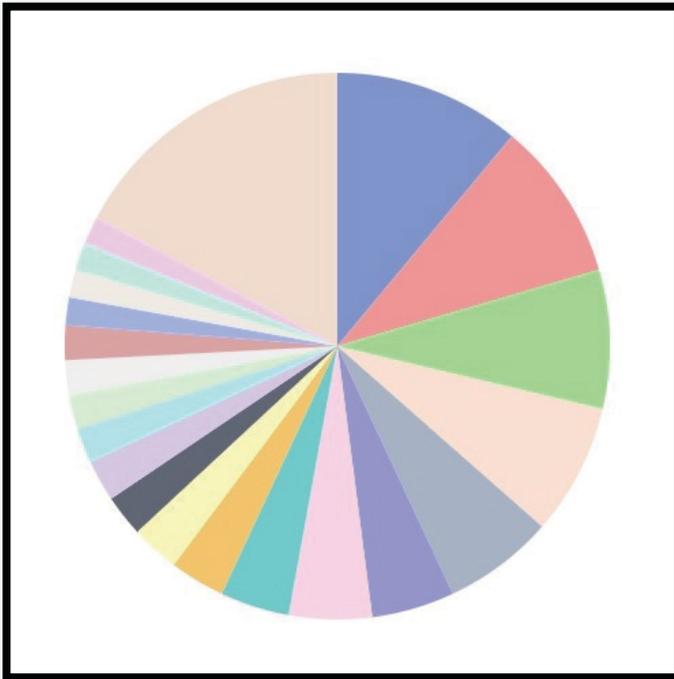
CODE COMPLIANCE

- Door hangers/envelopes for the written citations/notice of violations are in process of being printed.
 - » Overnight truck parking. Discussed with the City Manager for city to obtain city towing services, that include pick up of tractor trailers. *Completed by Divisions Director SQ. Towing services are S&W Towing and Southeast Towing.*
 - » The installation of printers, tablets and mounts are completed for the code enforcement team—Officers are ready for the field.



COMMUNITY DEVELOPMENT CONT.

CODE VIOLATIONS BY VIOLATION TYPE: NOVEMBER 2025



Violation Type	Count	Percentage
Restrictions and limitations	27	11.1%
Accumulation of rubbish or garbage	23	9.4%
Sanitation	20	8.2%
Parking regulations	19	7.8%
Protective Treatment	16	6.6%
Roofs and drainage	12	4.9%
Vegetation and debris	12	4.9%
Payment of occupational tax	10	4.1%
Doors	8	3.3%
Prohibited signs	7	2.9%
Permitted and special land uses	6	2.5%
Premises identification	6	2.5%
Permits	5	2.0%
Outdoor storage of materials	5	2.0%

Parking of trailers	5	2.0%
Interior surfaces	5	2.0%
Motor Vehicles	4	1.6%
Exterior walls	4	1.6%
General	4	1.6%
Accessory Structures	4	1.6%
All Others	42	17.2%

COMMUNITY DEVELOPMENT CONT.

PLANNING & ZONING

- Special Events (held in November):
 - » 4719 Browns Mill Road – “Tent Revival” event – SA25-000074 (Tuesday, October 28, 2025 – Friday, November 7, 2025)
- Upcoming Events:
 - » N/A
- **November 2025 Meetings:**
 - » Planning Commission – November 04, 2025 (Cancelled)
 - » City Council Work Session – November 10, 2025
 - » Community Planning Information Meeting (CPIM) – November 13, 2025
 - » SAP Public Hearing – November 18, 2025
 - » Zoning Board of Appeals (ZBA) – November 18, 2025 (Cancelled)
 - » City Council Meeting – November 24, 2025
- **Upcoming Meetings (December 2025):**
 - » Planning Commission – December 02, 2025
 - » City Council Work Session – December 18, 2025
 - » Community Planning Information Meeting (CPIM) – December 11, 2025
 - » SAP Public Hearing – December 16, 2025
 - » Zoning Board of Appeals (ZBA) – December 16, 2025
 - » City Council Meeting – December 18, 2025
- **Workload Activities:**
 - Zoning Certification Requests: 08
 - Business License Requests: 25
 - Sign Request: 07
 - Special Land Use Permits: 01
 - Special Administrative Permit: 05
 - Rezoning Applications: 01
 - Community Planning Information Meeting (CPIM) – November 13, 2025: Cases 07
 - SAP Public Hearing – November 18, 2025: Cases 03
 - Collaborative Effort with DeKalb County RE:
 - Land Disturbance Permit Requests: 01
- **Land Development:**
 - › Minor Land Disturbance Permits reviewed: 21
 - › Land Disturbance Permits issued: 01 (Reissued)
 - › Number of inspections: 29
 - › Notices to comply issued: 03
 - › Stop Work Orders issued: 01
 - › Number of violations: 03



COMMUNITY DEVELOPMENT CONT.

- › Stream buffer violations: 00
- › Complaints received:00
- Refund of Application: 00
- Open Record Requests: 08
 - i. ORR25-355
 - ii. ORR25-356
 - iii. ORR25-358
 - iv. ORR25-360
 - v. ORR25-362
 - vi. ORR25-365
 - vii. ORR25-374
 - viii. ORR25-383
- Other:
 - » All Staff Meeting (Monday, November 17, 2025 - 11:00 AM-1:00 PM)
 - » City of Stonecrest GoTo end user training session 1 (Monday, November 17, 2025 - 9:00 AM-10:00 AM)
 - » City of Stonecrest GoTo end user training session 1 (Monday, November 17, 2025 - 2:00 PM-3:00 PM)



COMMUNITY DEVELOPMENT CONT.

NOVEMBER PAYMENTS BY PERMIT TYPE

Totals by Permit Type:	# of Payments		Total Payments
Commercial Building Permit	7		3,784.40
Demolition Permit	1		250.00
Electrical Permit	15		2,794.00
Land Disturbance	1		4,500.00
Mechanical/ HVAC Permit	15		5,490.00
Minor Plat Application	1		220.00
Plumbing Permit	9		1,180.00
Residential Building Permit	11		1,903.60
Rezoning Application	3		980.00
Roofing, Siding, and Windows	5		1,405.00
Sign Permit	8		600.00
Special Administrative Permit	3		285.00
Special Land Use Permit	3		1,970.00
Tree Permit	5		6,000.00
Variance Application	2		1,440.00
Zoning Certification Request	7		350.00



COMMUNITY DEVELOPMENT CONT.

During the month of **November 2025**, the Land Development Division of the City of Stonecrest performed the erosion control inspections for compliance/enforcement actions:

Minor Land Disturbance Permits reviewed: 21
 Land Disturbance Permits issued: 1 reissued
 Number of inspections: 29 Number of violations: 3
 Notices to comply issued: 3 Stream buffer violations: 0
 Stop Work Orders issued: 1 Complaints received: 0

	# of Violations	Court Summons	Contractor Notices	# of Inspections	Final Inspection
Nov. 2025	3	0	3	29	1

This report is being submitted at your request to keep your office informed on the inspections carried out by the City of Stonecrest. Should you have any questions concerning this information, please contact *Robert Smith*, Land Development/Coordinator at 470-727-0013.

Land Development Permit issued:

- 1 re-issued 4152 Sandy Lake Drive

Stop Work Orders:

- 2179 Rock Chapel: Operating business without completing job

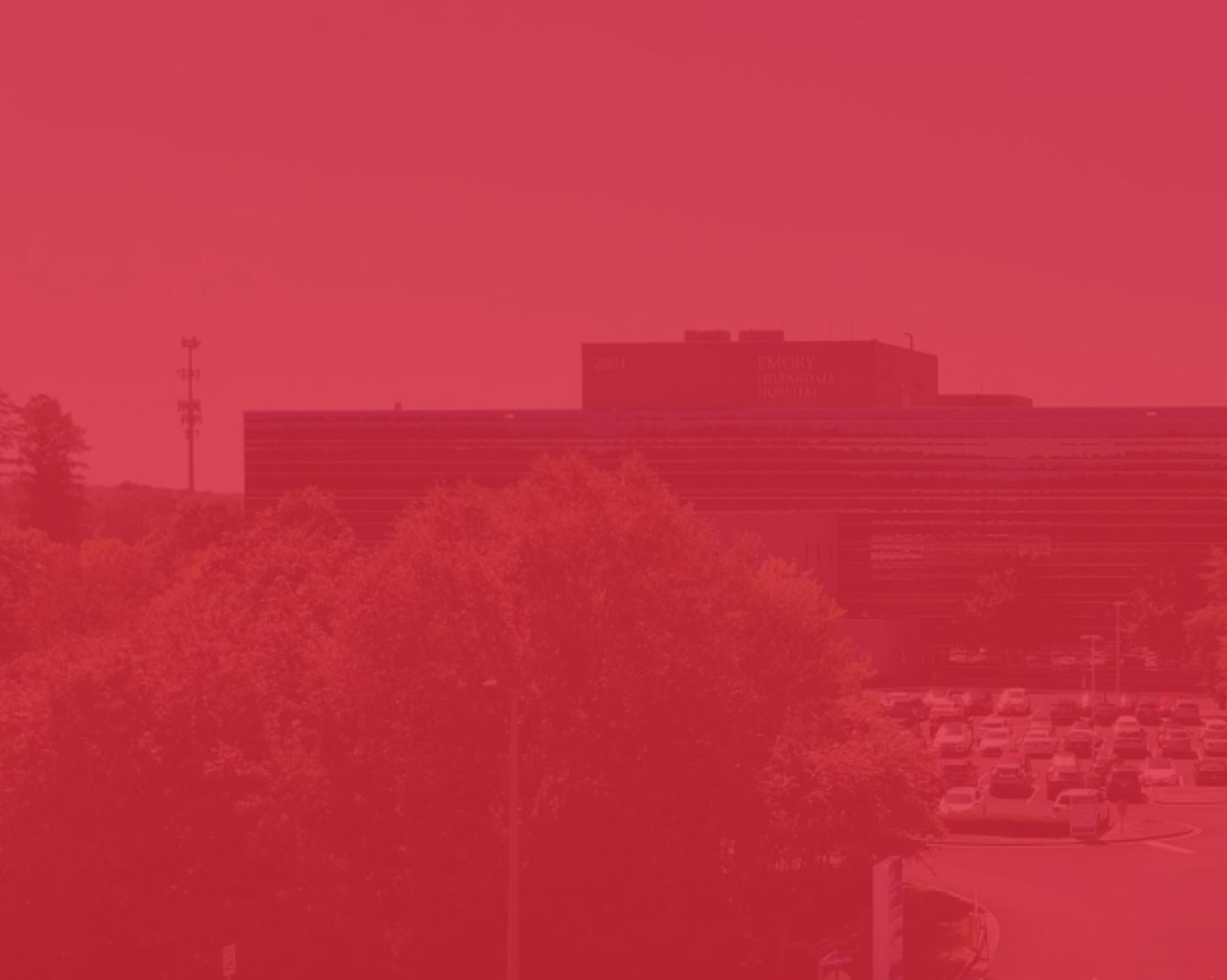
Monthly Notice of Violations, Stop Work Issued and Jobsite Information

- 6434 Chupp Road: Vegetate Pond and match plans
- 1813 Rock Chapel: silt fence



COMMUNITY DEVELOPMENT CONT.

Active LDPs in The City of Stonecrest					
Project	Address	Type	State Waters (Within 200 ft)	Within 75 Foot Stream Buffer	Acres Disturbed
Truck Parking	1663 Rock Chapel Road	Commercial Truck Parking	Yes (Yellow River)	YES	6.20
Auto Mechanic Shop	2889 S. Stone Mtn-Lithonia	Mechanic Shop	NO	NO	.5
Alif Transport LLC	1617 Rogers Lake Rd	Office Building	Yes (Trib to Swift Creek)	Yes	11.4
Crestview Pointe	7199 Hayden Quarry Rd	Single Family Homes	NO	NO	26.31
Georgia Piedmont Transportation College	6720 Marbut Rd.	Office	Yes (Trib to Pole Bridge Creek)	Yes	3.67
Highland Park	6251 Rock Springs Rd	Single Family Homes	YES (Trib to Pole Bridge Creek)	YES	84.85
404 Concrete Mixed Use	2523 Lithonia West Dr.	Construction retail	YES (Pole Bridge Creek)	NO	5
4152 Sandy Lake Drive	4152 Sandy Lake Drive	Single Family Home	YES South River	NO	1.39
Crestview Townhomes	7259 Hayden Quarry Rd.	Townhomes	YES (Honey Creek)	Yes	28
Parking	2179 Rock Chapel	Truck Parking	Yes (Yellow River)	NO	4.93
Parking lot extension	5845 Hillvale Road	Parking	YES (Pole creek)	No	2.42
Truck parking	2219 Lithonia industrial Blvd	Truck parking	Yes	yes	10.1
School Upgrade	6775 South Goddard	restoration	No	No	1.43
Add Loop drive around	6434 Chupp Road	Addition	No	NO	3.6
Stream bank restoration	4460 Panola Road	Stream Bank Restoration	Yes (South River)	yes	1.33
Second entrance construction	6251 Rock Springs Road	2cd entrance	no	no	.13
Clearing and grading	2955 Klondike Road	Townhomes	Yes (Pole Bridge Creek)	yes	4.69
Retaining Wall	4689 Thompson Mill	Single family residence	no	no	.25



ECONOMIC DEVELOPMENT

TECHNOLOGY

- The Economic Development Department has provided Executive Pulse with a list of city personnel who will be utilizing the CRM system. In collaboration with the Revenue Manager from the Finance Department, the team is compiling a list of businesses currently licensed to operate within the city. This list will be formatted in Excel and submitted to Executive Pulse for preloading into the system. Staff onboarding and training will commence once the business data has been successfully integrated.
- The Grow Stonecrest “Available Properties” site has successfully updated its DNS nameservers, following guidance from our vendor, FT Locations. This update enhances the site’s performance by enabling faster load times, greater uptime reliability, and smoother navigation. As a result, prospects searching for available properties will experience improved access to listings and detailed property information.

WEBSITE AND SOCIAL MEDIA

The Economic Development Director, Community Development Divisions Director, Deputy City Manager recently interviewed six candidates for the Business Development Manager position. From this group, two finalists were selected. Each finalist has been given a business development and business retention/expansion scenario to evaluate and respond to. Based on their responses, the team has selected the finalist the new Business Development Manager for the Economic Development Department. Final approval is needed from the City Manager to present an offer letter to the finalist.

BUSINESS RETENTION, EXPANSION AND RECRUITING

- Onyx Partners, a real estate and investment firm headquartered in Needham, MA, is representing a confidential client with a national footprint of over 200 retail locations. The client is actively exploring opportunities to expand its presence in the southeastern United States. While initial interest was expressed in the Sam’s Wholesale property, it was confirmed that the site is not available for purchase. The firm is now evaluating the former Target location as a potential alternative.
- Glass Systems, a Stonecrest-based company specializing in glass installations for residential and commercial projects, is seeking a new site for its operations. The company is in search of 8 to 12 acres to develop a 100,000-square-foot warehouse and office facility. Alternatively, they are open to relocating to an existing building with at least 80,000 square feet and room for future expansion. Currently, Glass Systems is evaluating an 11.16-acre site located on Klondike Road.

- A Vietnamese investment group is planning to acquire approximately 40 acres of land in Stonecrest to develop a large-scale, mixed-use project centered around Vietnamese culture. With a projected investment of \$150 million, the development will feature commercial, retail, entertainment, and residential components, aiming to establish a regional destination for Vietnamese culture and cuisine. The group is currently in negotiations with CBRE to purchase land owned by Allen Family Investments.
- Angie's Place, a restaurant based in Stonecrest, plans to relocate its operations to a new facility within the city. Following a disagreement with its current landlord, the business will vacate its existing location when the lease expires in 2026. The city's economic development department is actively supporting Angie's Place in identifying a suitable new site.

EVENTS

- The Economic Development team, along with staff from several other Stonecrest departments, participated in the 'Principal for a Day' initiative. This program offered professionals from across DeKalb County the opportunity to shadow principals at elementary, middle, or high schools. Participants gained firsthand insight into the daily challenges and successes of public education while fostering meaningful connections within the community.
- The economic development director joined the Mayor, City Manager, Deputy City Manager and the Mayor's Executive on a trip to Salt Lake City, Utah to attend the National League of Cities Summit.

NOTABLE MEETINGS

11/1 Meeting with Vic Amin, Holiday Inn Express

11/13 Meeting with Christopher Sander, East Metro CID

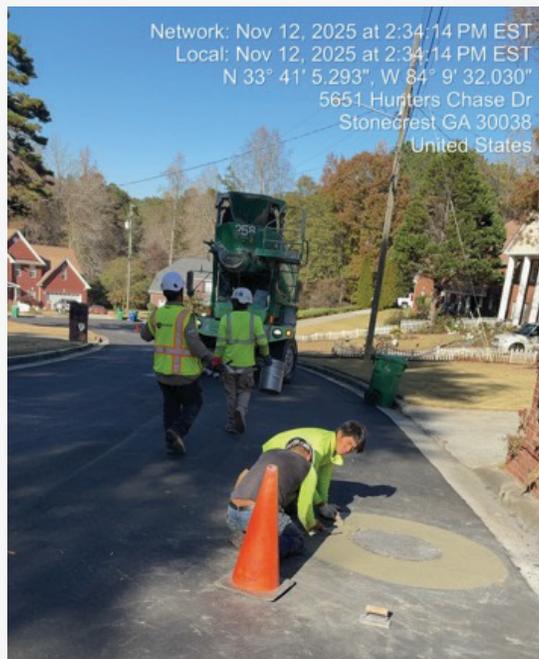


ENGINEERING

ENGINEERING

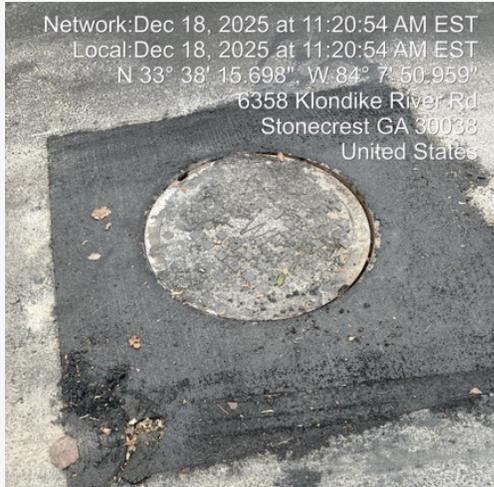
Panola Shoals Streambank Restoration

DeKalb County Watershed Contractor raised Manholes at Hunters Hill subdivision



ENGINEERING CONT.

DeKalb County Watershed Contractor raised Manholes at Klondike at Overlook subdivision



Panola Road Watermain Replacement

DeKalb County Watershed Management Contractor continues to make progress on waterline replacement project.



ENGINEERING CONT.

Capital Projects Monthly Update

- **Fairington Road Sidewalk Construction**
 - » Council Approved the Subrecipient Agreement with DeKalb County on 07/28/25
 - » ITB Released on 09/30/25; Bids Opened on 11/12/25,
 - » Contractor: Georgia Cable Barrier, LLC
 - » Waiting on Purchasing to Award the Contract

- **Rectangular Rapid Flashing Beacons (RRFB)**
 - » ITB Released on 09/12/25; Bid Opened on 11/03/25
 - » Contractor: American Lighting and Signalization
 - » Waiting on Purchasing to Award the Contract

- **Sidewalk Design**
 - » Iris Drive, Salem Road, Fairington Road Phase II, Phillips Road
 - » Salem Road Sidewalk: Council accepted CDBG Grant on 12/18/25
 - » RFP released on 09/10/25; Bids Opened on 10/31/25
 - » Waiting for Purchasing to set up Evaluation Committee

- **Installation of Gazebo at Salem Park and Fairington Park**
 - » ITB Released on 07/29/25; Bids Opened on 09/09/25, Council Approved on 10/27/25
 - » Waiting on Purchasing to Award the Contract

- **Parks Monuments**
 - » Fairington Park, Salem Park, Browns Mill Park
 - » ITB Released on 07/18/25; Bids Opened on 08/28/25
 - » Council Approved on 10/27/25
 - » Waiting on Purchasing to Award the Contract

- **Fairington Park Outdoor Exercise Equipment**
 - » Original bid cancelled and rebid on 06/27/25, Bid opened on 08/11/2025
 - » Contract Amount: \$39,937.13 No Council Action Required
 - » Purchase Order issued on 09/03/25



ENGINEERING CONT.

- **Southeast Athletic Complex Parking Lot Construction**
 - » Bid Opened on 06/23/2025, Summitt Construction is the low bidder for \$780k

- **Fairington Park Children' Playground Equipment**
 - » Sourcewell Contract
 - » Contractor: PlaySouth, Contract amount: 97,641.90
 - » Waiting on Purchasing to present to the Council

- **Salem Park Restroom Construction**
 - » Sourcewell Contract
 - » Council Awarded the Contract on 11/24/25
 - » Contractor: Paryani Real Estate LLC, Contract amount: \$465,235.63
 - » Waiting on Purchasing to Award the Contract

- **Southeast Athletic Complex Restroom Addition**
 - » Sourcewell Contract
 - » Council Awarded the Contract on 11/24/25
 - » Contractor: Paryani Real Estate LLC, Contract amount: \$241,394.12
 - » Waiting on Purchasing to Award the Contract

- **2026 Street Resurfacing**
 - » Working on Bid Documents and identifying Roads, segments and subdivisions with Very poor and Poor rating.



ENGINEERING CONT.

Work Orders Generated in November 2025

Date Reported	Location/Address	Description	Reported to	WO Sent By	Source
11/17/25	Maddox Road/Rogers Lake Road	Reinstall knocked down Street Sign	R & D	Hari K.	Code
11/17/25	Stonecrest Parkway East	Reinstall knocked down Stop Sign	R & D	Hari K.	Tara G
11/17/25	Stonecrest Parkway East	Reinstall knocked down NP Sign	R & D	Hari K.	Tara G
11/17/25	Iris Dr/Mall Parkway	Reinstall knocked down Street Sign	R & D	Hari K.	Tara G
11/17/25	Evans Mill Road/Salem Road	Water valve leaking	WOPS	Tony O	Site Visit
11/14/25	Newly Paved Streets	Manhole Raising	WOPS	Tony O	

Meeting and Conferences

- 11/03/25 – Rectangular Rapid Flashing Beacon Bid opening
- 11/11/25 - PI0002868: GDOT I-20/Panola Interchange Monthly Meeting
- 11/12/25 – TIPS Committee Meeting
- 11/12/25 – Fairington Road Sidewalk Construction Bid opening
- 11/19/25 - GDOT SigOps Central and Eastern DeKalb Monthly Meeting



FINANCE



FINANCE

Revenue & Financial Analysis | General Fund Summary or Revenues | November 30,2025

Revenue Description	Nov. 2025 Revenue	Year-To-Date Revenues	FY2025 Budget	FYTD % Budget
Real Property-Current Year	\$155,252.25	\$1,328,025.93	\$2,661,000.00	50%
Public Utility Tax	\$0.00	\$55,689.15	\$35,300.00	158%
Real Property-Past Year	\$2,807.18	\$103,229.47	\$75,000.00	138%
Personal Property Current	\$41,149.95	\$228,382.20	\$270,700.00	84%
Motor Vehicle Tax	\$148.36	\$6,053.84	\$25,000.00	24%
Title AD Valorem Tax	\$109,905.85	\$1,302,041.19	\$1,130,000.00	115%
Intangible Tax Revenue (GDOR)	\$3,650.56	\$60,014.46	\$35,800.00	168%
Real Estate Transfer Tax	\$1,362.40	\$26,417.16	\$13,700.00	193%
Personal Property-Prior Year	(\$84.25)	\$7,991.59	\$9,800.00	82%
Buiness License Penalty	\$0.00	\$804.91	\$0.00	
Penalty & Interest On Delinquent Tax	\$1,386.46	\$11,256.19	\$1,000.00	1126%
Penalty & Interest On Delinquent Property Tax	\$0.00	\$775.27	\$9,600.00	8%
Atlanta Gas Light (Southern Company)	\$0.00	\$352,479.36	\$429,000.00	82%
SSEMC (Snapping Shoals)	\$0.00	\$560,649.75	\$525,000.00	107%
Xfinity/Comcast	\$62,046.66	\$283,015.13	\$336,000.00	84%
AT&T	\$11,408.95	\$48,716.65	\$100,000.00	49%
Georgia Power	\$0.00	\$2,505,467.83	\$2,200,000.00	114%
Alcohol Beverage Excise Tax (Distributors)	\$13,188.63	\$115,056.52	\$100,000.00	115%
Planning & Development Fee	\$0.00	\$220.00	\$5,000.00	4%
Local Option Mixed Drink (LBD)	\$20,776.40	\$177,868.77	\$175,000.00	102%
Business & Occupational Tax	\$181,109.21	\$1,906,043.40	\$2,200,000.00	87%
Insurance Premium Tax	\$6,438,865.85	\$6,438,865.85	\$5,200,000.00	124%
Financial Institution Tax	\$0.00	\$37,606.93	\$45,000.00	84%
Election Qualifying Fees	\$0.00	\$4,150.00	\$2,700.00	154%



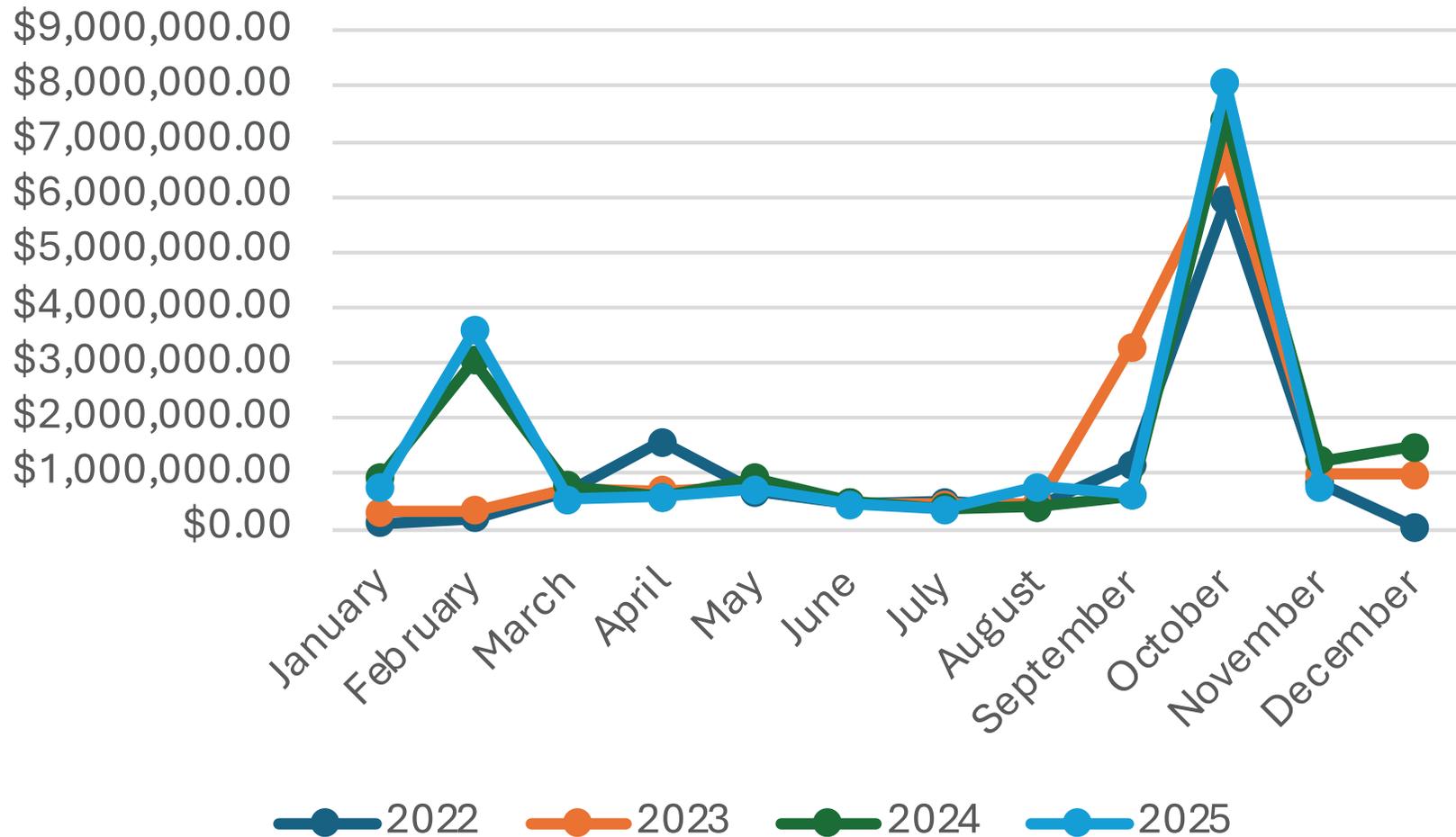
FINANCE CONT.

Revenue Description	Nov. 2025 Revenue	Year-To-Date Revenues	FY2025 Budget	FYTD % Budget
Alcoholic Beverages Current	\$91,515.66	\$139,222.28	\$275,000.00	51%
Other Licenses/Permits	\$0.00	\$0.00	\$2,500.00	0%
Insurance License Fee	\$0.00	\$41,794.26	\$15,000.00	279%
Building Permits	\$15,602.00	\$408,821.58	\$700,000.00	58%
Development Permits	\$3,600.00	\$33,711.00	\$65,000.00	52%
Zoning Applications	\$1,880.00	\$16,455.00	\$12,000.00	137%
Other	\$0.00	\$850.00	\$1,000.00	85%
State Government Grant Received	\$0.00	\$0.00	\$0.00	
State Grant Capital-LMIG Direc	\$0.00	\$0.00	\$0.00	
Fees, Charges	\$0.00	\$0.00	\$17,000.00	0%
Film Permitting	\$0.00	\$3,270.00	\$10,000.00	33%
Telecommunications	\$3.18			
Activity Fees	\$1,180.00	\$38,200.05	\$250,000.00	15%
Program Fees	\$1,260.00	\$36,000.00	\$50,500.00	71%
Charges for Services-Other	\$0.00	\$0.00	\$700.00	0%
Municipal Court	\$0.00	\$35,039.34	\$37,000.00	95%
Interest	\$14,028.09	\$155,639.94	\$157,000.00	99%
Reimbursement - Damaged Prty	\$0.00	\$10,715.00		
Other Miscellaneous Revenue	\$0.00	\$109,860.64	\$500,000.00	22%
Transfer from Motel (37.5%) Non-restricted	\$28,514.59	\$319,956.24	\$0.00	
TOTAL MONTH TO DATE MONTH	\$732,225.35	\$17,169,419.95	\$17,677,300.00	97%



FINANCE CONT.

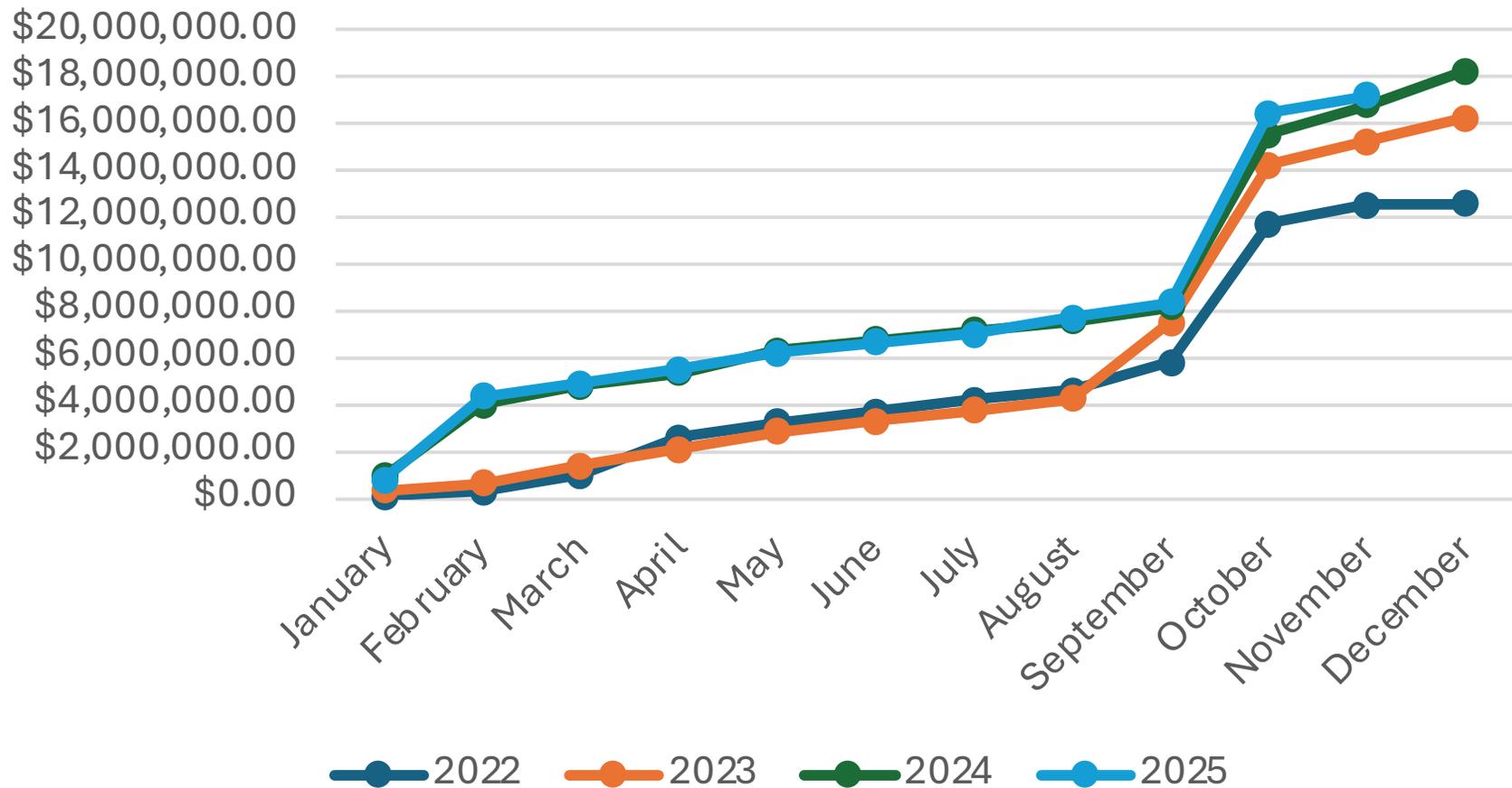
2022-2025 Revenue By Month





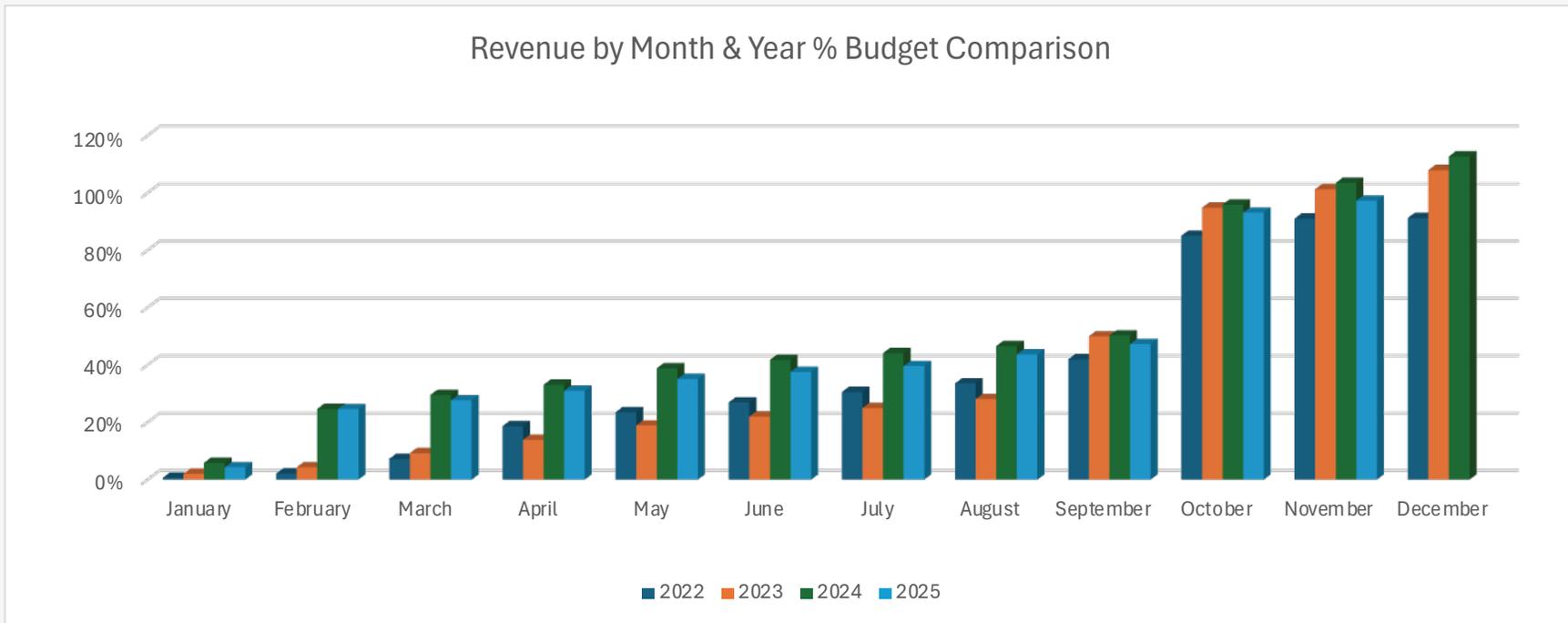
FINANCE CONT.

2022-2025 YTD Revenue





FINANCE CONT.



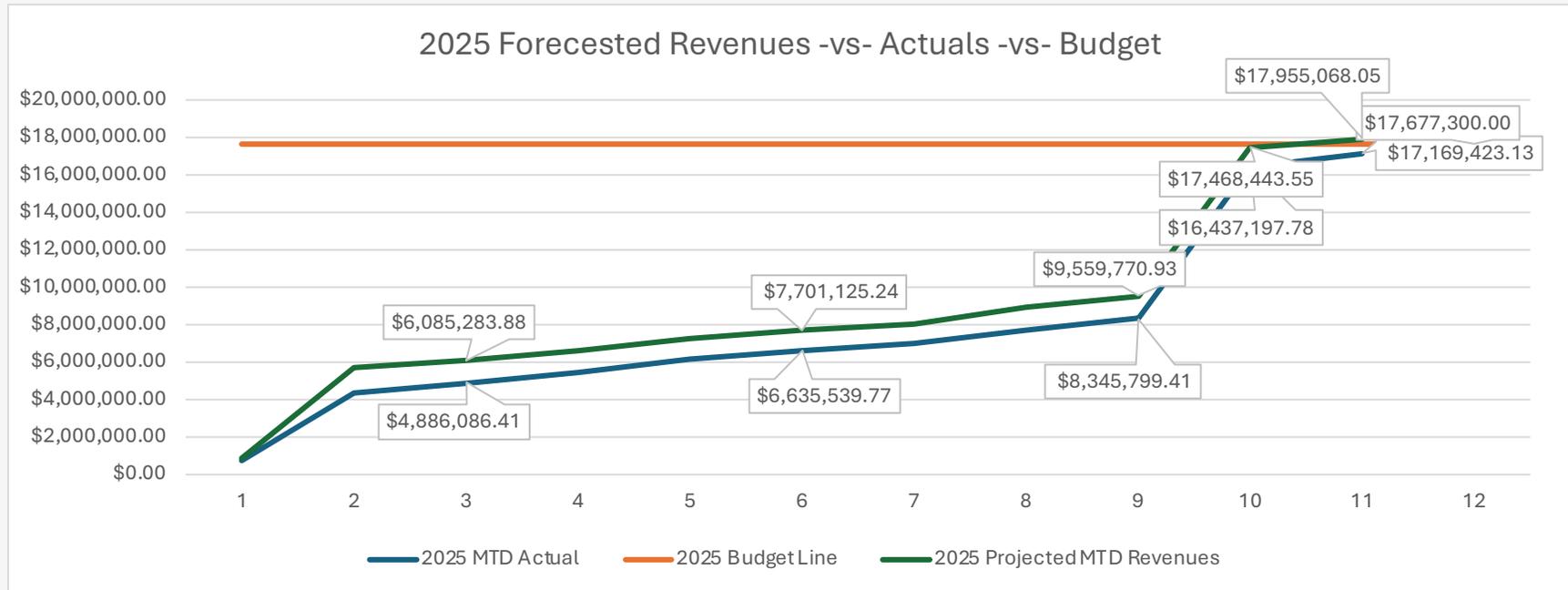


FINANCE CONT.





FINANCE CONT.





FINANCE CONT.

2025 REVENUE CANDLESTICK CHART												
Performance Compared to 2024 Same Period												
FY2025 MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Monthly Revenue	\$762,713.23	\$3,582,819.67	\$540,553.57	\$590,429.55	\$718,583.64	\$439,340.17	\$357,136.37	\$760,146.97	\$625,547.62	\$8,058,727.05	\$732,225.35	
Compared to 2024												
Variance	\$188,851.91	\$537,596.00	\$249,437.39	\$17,276.45	\$209,536.75	\$41,272.46	\$24,649.84	\$365,816.64	\$23,647.62	\$664,550.31	\$491,897.64	
2024 Actual	\$951,566.14	\$3,045,223.67	\$789,990.96	\$573,153.10	\$928,120.39	\$480,612.63	\$381,786.21	\$394,330.33	\$601,928.60	\$7,394,176.74	\$1,224,122.99	
FY2025 MTD	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
MTD Revenue Total	\$762,713.23	\$4,345,532.90	\$4,886,086.41	\$5,477,615.96	\$6,196,199.60	\$6,635,539.77	\$6,992,676.14	\$7,717,612.82	\$8,345,799.41	\$16,437,197.78	\$17,169,423.13	
Compared to 2024												
Variance	\$188,852.91	\$348,743.09	\$99,305.64	\$117,682.09	\$91,854.66	\$133,127.12	\$155,178.29	\$175,758.39	\$202,016.38	\$899,238.01	\$407,340.37	
2024 Actual	\$951,566.14	\$3,996,789.81	\$4,786,780.77	\$5,359,933.87	\$6,288,054.26	\$6,768,666.89	\$7,147,854.43	\$7,541,854.43	\$8,173,799.41	\$15,537,959.77	\$16,762,082.76	
2025 Prctg. Goal	4%	25%	28%	31%	35%	38%	40%	44%	47%	93%	97%	



HUMAN RESOURCES





HUMAN RESOURCES

HR November 2025 STATS

Metric	Totals/Status
# Of New Hires	42 YTD
# Of Separations	20 YTD
Turnover Rate	25 % YTD
# Of WC Incidents	1 YTD
# Of Vehicle Accidents	2 YTD
Projects/Trainings:	Kaiser Health – Resolution Approved
Open Enrollment	An open enrollment session was held on November 10th. Representatives from Kaiser, Georgia’s Own, LegalShield, and AFLAC.

The Benefits and Wellness Committee hosted a Breast Cancer Awareness Walk and western line dancing to get us moving and healthy.





MUNICIPAL COURT

MUNICIPAL COURT

Monthly Review—November 2025

- **Court Dates**
 - » November 4th, 2025
 - » November 13th, 2025
 - » November 18th 2025

- **Municipal Court Caseload**
 - » Monthly case count – 118 citations
 - » Monthly disposition case count - 77
 - » Year to date case count disposition –1,132

- **Administrative task**
 - » Started reorganization of current court files for better efficiency
 - » Updated court forms and court schedules
 - » Began review of current operation procedures for future processing improvements
 - » Held meetings with following:
 - › Code Compliance – monthly to discuss citations-court processes
 - › Judges – Introduction, and briefed on new court operations
 - › LT. Tyner /DeKalb County PD
 - Solicitor Office – will send notification to officers for bench trials.
 - PD Officers do not need to attend arraignments
 - LT. Tyner will send weekly citation log to municipal court
 - P.D. - will deliver citations weekly
 - » Probation- Eric Williams
 - › Probation will send a list of defendants a week before court for Judge.
 - › Supply Municipal Court with probation forms
 - › Inform court in advance when Probation officer is late / updated contact information
 - » Solicitor- Earl Turner / Micheal Hueing
 - › new courtroom procedures related to case file management
 - › Reducing the amount of time solicitors spend on individual cases, with the goal of improving efficiency and accelerating court proceedings.

- **Enhancements**
 - » Implemented technology support by collaborating with the IT Department to provide the Judges with a dedicated laptop, allowing efficient access to current and prior cases during court sessions.



MUNICIPAL COURT

- **Success**

The first month has been a positive start, with progress made in reorganizing the court files to ensure better accessibility and accuracy. Also, several court operational improvements have been implemented to streamline processes to create a more efficient court environment. These efforts will continue into 2026 as additional processes are identified for improvement.



PARKS & RECREATION

PARKS & RECREATION

SPECIAL EVENTS

- » Thanksgiving Turkey & Food Box Giveaway
 - › Date: November 15, 2025
 - › Time: 12pm – 2pm
 - › Location: Browns Mill Rec Center
 - › Attendance Estimate: 500
 - › Participating Vendors: Walmart, LIU Line Dance Publix, Citizen Academy volunteers, and First African Community Development
 - › Community Partners: Walmart, Publix, JC Penney, Ousley Methodist Church, Berean Church.

Operations

- » Turf Crew
 - › Garbage pickup from Parks
 - › Mowing
 - › Weeding Whacking/ Spraying
 - › Clean up with (Backpack blower)
 - › Trails and parking areas
 - › Training (including sessions at City Hall)
 - › Ballfield Maintenance
 - › Setup/Breakdown for Events & Rental spaces
 - › Pruning Trees and Shrubs

Athletics

- » Field Rentals
 - › Browns Mill Park Football Field Rental (Turkey Bowl) Sat/Sun 11/29 & 11/30/25
 - › Caribbean Soccer Rental (Sundays 11/2-11/30/25)
 - › I-9 Sports Field 3 & Field 5 Rental SE (Wednesday 11/12/25)

- » Program
 - › Senior Fitness- Tuesday and Thursday mornings
 - › Senior Bridge Club – Wednesday
 - › The Crest Walkers – Wednesday
 - › Bingo – November (cancelled)

- » Flyers Pending
 - › Tap Into Tech – Senior programming
 - › Senior Bingo- Senior programming



PARKS & RECREATION

- › Dominoes & Chess Club- Senior programming
- › Coffee and Conversations- Senior programming
- › Field Trip Extravaganza- Youth engagement
- › Keep Crest Clean – youth/ teens/adults/seniors

Browns Mill Recreation Center

- » Room Rentals
 - › Line Dance every Monday evening
 - › 1 Basketball game
 - › 1 Basketball banquet
 - › Fleming Day School – Monday-Thursday
 - › Gym Visits:
 - › Pickleball every Tuesday morning and Tuesday and Thursday evenings
 - › Open gym every day
 - › Basketball practices begin Dec 8th. Monday, Tuesday, Wednesday, Friday, and possibly Saturday