

July 2026

CITY OF JONESBORO CITY MANAGER'S REPORT



Jonesboro
Georgia

I. EXECUTIVE SUMMARY

During July 2026, the City of Jonesboro continued advancing key administrative, financial, infrastructure, public safety, code compliance, economic development, and community development initiatives.

Major activities during the month included continued FY2027 budget development, SPLOST planning and reporting, implementation of the City's departmental reporting program, establishment of the Ethics Board, continued development and closeout activities at 100 Gloria Drive, procurement of solid waste collection services, Code Compliance enforcement activities, emergency management coordination, and ongoing development and infrastructure projects.

The City also strengthened regional coordination with Clayton County and other governmental partners regarding emergency management, stormwater, transportation, infrastructure, tourism, and economic development.

II. HUMAN RESOURCES

FY2027 Staffing and Personnel Planning

Human Resources-related activities during July were primarily associated with the FY2027 budget development process.

Key activities included:

- Reviewing current staffing levels and departmental personnel requests.
- Identifying additional staffing needs submitted by departments.
- Incorporating personnel costs into FY2027 budget projections.
- Reviewing insurance and retirement cost estimates.
- Supporting departmental staffing analyses as part of the budget process.
- Continuing coordination regarding employee-related expenditures and operational needs.

Organizational Planning

The City continued evaluating departmental staffing requirements to ensure personnel resources are aligned with service delivery needs and anticipated FY2027 priorities.

Additional HR-related position requests were identified during the first round of budget development.

III. FINANCE DEPARTMENT

FY2027 Budget Development

Finance continued coordinating the City's FY2027 budget development process.

Major activities included:

- Compiling departmental budget requests.
- Reviewing revenue projections.
- Developing personnel and staffing cost estimates.
- Reviewing insurance and retirement expenses.
- Developing the Capital Improvement Plan.
- Identifying potential funding sources for capital projects.
- Reviewing grant-funded projects and expenditures.
- Preparing budget review materials for executive leadership.

The preliminary expenditure budget was approximately \$9.77 million, with revenue projections continuing to be reviewed and refined.

FY2027 Budget Retreat

- A Budget Retreat with the Mayor, City Council, and Department Heads is scheduled for the week of August 17, 2026.
- Department Heads and City staff will be available to present their FY2027 budget proposals, respond to questions, and provide additional information regarding departmental priorities, staffing needs, operating expenses, and capital requests.
- The retreat will provide an opportunity for the Mayor and City Council to review departmental requests and discuss budget priorities in preparation for the FY2027 budget process.

Capital Improvement Planning

The City began developing funding strategies for future capital projects using potential sources including:

- SPLOST
- Community Development Block Grant (CDBG) funding
- Congressional Direct Spending (CDS)

- Grants
- Other available capital resources

SPLOST

Finance continued reporting and project tracking related to the 2021 SPLOST program, including:

- Project expenditures.
 - Revenue projections.
 - Project funding information.
 - Capital project balances and needs.
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IV. PUBLIC WORKS

Public Works remained active in facility improvements, infrastructure projects, procurement, stormwater coordination, and departmental project tracking.

100 Gloria Drive – Public Works Facility

The Public Works facility at 100 Gloria Drive remained one of the City's primary active projects during July.

Activities included:

- Final payment processing.
- Completion and coordination of security, camera, alarm, and access-control installations.
- Contractor closeout activities.
- Punch-list items.
- Permit and inspection coordination.
- Certificate of Occupancy activities.
- Flooring and trim work.
- HVAC-related items.
- Final payment retention and project closeout.

Fence Installation

The fence installation project at the Public Works facility received a formal Notice to Proceed on July 21, 2026.

- Project value: \$42,200
- Engineering/project management coordination was assigned.
- Installation and project completion activities remain ongoing.

Status: Near completion, with remaining closeout and contractor activities.

Lee Street Park

Public Works continued addressing several improvement projects at Lee Street Park.

Fountain Repairs

Staff discussed:

- Leak detection estimated at approximately \$650.
- Repair estimates of approximately \$3,000 per fountain.
- Additional quote verification prior to authorization.

Tennis and Basketball Court Improvements

- Basketball and tennis court signage was awarded to FastSigns and scheduled for production.
 - Tennis court backboard quotes were evaluated.
 - Three proposals ranging from approximately \$24,000 to \$31,000 were discussed.
 - Potential SPLOST funding was identified as a possible funding source.
 - The project was expected to be presented for Council consideration.
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Sanitation Services RFP

The City continued the procurement process for RFP 2026-001 – Solid Waste Collection Services.

- Bid opening was completed.
- Eight responsive proposals were received.
- Proposals were distributed for evaluation.

- Staff began preparing for the formal review and scoring process.

Status: Active procurement.

Jonesboro City Center

Public Works continued facility maintenance and improvement activities at the Jonesboro City Center.

Projects included:

- Glass door repair.
 - HVAC testing and balancing.
 - Review of multiple vendor proposals.
 - Evaluation of Community Room cooling performance.
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Stormwater & Infrastructure Coordination

City representatives participated in regional stormwater coordination with Clayton County and other partners.

Topics included:

- MS4 reporting.
 - Stormwater rate study updates.
 - Green infrastructure maintenance agreements.
 - Construction inspections.
 - Regulatory compliance.
 - GEFA grant opportunities.
 - Future infrastructure funding.
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Public Works Project Tracking Initiative

On July 7, the City Manager directed staff to develop a comprehensive list of ongoing Public Works projects and outstanding items.

V. POLICE DEPARTMENT

Policy & Transparency

The Police Department provided documentation for executive and Council review concerning:

- Jonesboro Police Department policies.
- Flock Safety contract documentation.
- Automated License Plate Reader (ALPR) policies.
- Flock policy materials.
- Transparency portal information.

These materials were provided to support continued review of public safety policies, contracts, technology use, and transparency practices.

VI. CODE ENFORCEMENT / CODE COMPLIANCE

The Code Compliance Department maintained a high level of enforcement and community engagement throughout July.

July Enforcement Activity

The department reported:

Activity	July Total
Notices of Violation	57
Citations	7
Erosion Control/BMP Inspections	40
Verbal Warnings	125
Property Inspections	228
Signs Removed from ROW	138

Business License Compliance

The department continued working with the Business License Division to improve Occupational Tax Permit compliance.

Activities included:

- Issuing cease-and-desist orders.
- Confirming business closures.
- Following up with non-compliant businesses.
- Conducting proactive outreach.
- Monitoring businesses operating without valid permits.

Outstanding businesses were reduced from approximately 24 to 7 by the end of July.

Property Maintenance & Enforcement

Enforcement activities included:

- Dilapidated structures.
- Tall grass and nuisance properties.
- Illegal outside storage.
- Unpermitted construction.
- Apartment complex maintenance issues.
- Priority properties require continued monitoring.
- Demolition coordination.

Several demolition cases remain pending due to utility clearances, supporting documentation, or court action.

Municipal Court

Code Compliance represented the City in Municipal Court on cases involving:

- Occupational Tax Permit violations.
- Outside storage.
- Illegal yard sales.
- Commercial occupancy violations.
- Demolition compliance.

Several defendants were found guilty and assessed fines, while other cases involved continuance, failures to appear, or future court dates.

Community Engagement

The department supported several City initiatives, including:

- Public Works debris and yard waste operations.
- Runsboro 5K planning.
- Keystone Apartments Back-to-School event.
- Beautification Commission activities.
- Meetings with residents, property owners, businesses, and apartment managers.
- Community concerns involve flooding, vegetation, property maintenance, and safety.

Sages Code Compliance Software

The department continued implementation planning for the Sages Code Compliance Software.

The system is expected to improve:

- Citation tracking.
- Case management.
- Reporting.
- Departmental efficiency.

Software implementation was anticipated for discussion during the August Work Session.

FY2027 Code Compliance Budget Priorities

The department completed its FY2027 budget proposal, including:

- Achieving 100% compliance on demolition permits.
- Expanding Beautification Committee initiatives.
- Hosting a community Code Compliance Forum.
- Adding one Code Officer.
- Purchasing a laptop and mobile printer for the additional officer.
- Increasing funding for training.

- Increasing funding for communications, uniforms, memberships, travel, and vehicle operations.
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VII. ECONOMIC & COMMUNITY DEVELOPMENT

The Economic and Community Development Department continued work across planning, zoning, economic development, engineering coordination, tourism, historic preservation, and recreation planning.

Planning & Zoning

Major activities included:

- Continued zoning map amendments.
 - Preparation of the final decision concerning the proposed vehicle sales use at 249 North Main Street.
 - Continued revisions to the City's Table of Uses.
 - Preparation of public advertisements for upcoming meetings.
 - Coordination of development review activities.
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Development Projects

The department continued monitoring and coordinating active development projects, including:

Foxtrail

- Final Plat continued moving toward approval.

Annexation

- Annexation proceedings were scheduled for a public hearing on August 10, 2026.

Engineering Services

Staff continued coordinating engineering reviews and consultant services.

Concerns were identified regarding:

- Potential delays in project reviews.
- The status of the City Engineer contract.
- Potential impacts on Community Development and Public Works.

- The need to evaluate organization-wide impacts before changes are made.
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100 Gloria Drive

Community Development coordinated:

- Certificate of Occupancy activities.
 - Furniture installation.
 - Required fire inspections.
 - Facility-related development and permitting matters.
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Economic Development

Economic Development staff continued:

- Business recruitment.
 - Weekly project reporting.
 - Development partner coordination.
 - Engineering-related project support.
 - Consultant coordination.
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Tourism

Staff met with tourism partners regarding Explorer Days activations and visitor engagement opportunities.

Historic Preservation

Staff coordinated preparations for the Historic Preservation Meeting held during July.

Recreation Planning

The City initiated exploratory planning for future recreational amenities, including:

- Bike parks.

- Pump tracks.
- Skateparks.

Discussions focused on:

- Project scope.
 - Design services.
 - Construction options.
 - Funding opportunities.
 - Budget considerations.
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VIII. EMERGENCY MANAGEMENT & INTERGOVERNMENTAL RELATIONS

Local Emergency Operations Plan

The Clayton County 2026 Local Emergency Operations Plan (LEOP) was adopted effective July 7, 2026.

The LEOP establishes regional emergency management protocols and supports eligibility for certain state and federal mitigation funding programs.

Clayton County Emergency Management offered additional briefings and coordination with City leadership and City Council.

IX. PROCUREMENT & CONTRACT ADMINISTRATION

Major procurement activities during July included:

Solid Waste Collection Services

- RFP 2026-001 bid opening completed.
- Eight responsive proposals were received.
- Evaluation and scoring process initiated.

Public Works Fence

- Notice to Proceed issued July 21.
- Contract/project value: \$42,200.

Lee Street Park

- Fountain repair estimates are under review.
- Tennis court backboard replacement proposals evaluated.
- Lee Street Park sign was installed.

Facility Maintenance

- JCC glass door repair and HVAC testing/balancing projects continued.
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X. BOARDS & COMMITTEES

Ethics Board

The City completed significant organizational work to establish the Ethics Board.

Inaugural Meeting

The first Ethics Board meeting was held:

Date: July 22, 2026

Time: 9:00 a.m.

Two members were present, establishing a quorum.

Terms of office were established as follows:

- Ms. Charles – Three-year term
- Dr. Jones – Two-year term

The City continued coordination to ensure compliance with applicable City Code and public meeting requirements.

Mayor & Council Retreat

- The Mayor and Council Retreat is scheduled for September 17–18, 2026.
 - Additional details regarding the location, agenda, facilitation, and retreat activities are to be announced (TBA).
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Beautification Commission

The Beautification Commission continued participation in community improvement activities, including coordination with Code Compliance and other departments on beautification initiatives.

Historic Preservation

Staff coordinated preparations for the Historic Preservation Meeting held during July.

Intergovernmental Stormwater Coordination

While not a City board or committee, the City participated in the CCWA Intergovernmental Stormwater Coordination Meeting, hosted in Jonesboro.

Topics included stormwater compliance, permitting, infrastructure, funding, and grant opportunities.

XI. DEPARTMENTAL REPORTING PROGRAM

The City Manager's Office continued implementation of a formal departmental reporting program.

Departments were directed to submit weekly reports:

Due: Fridays by 3:00 p.m.

Recipients: Mayor and City Manager

The Code Compliance Department demonstrated the most consistent participation during July.

XII. MAJOR JULY ACCOMPLISHMENTS

The City's most significant July accomplishments and activities included:

1. Continued development of the FY2027 budget.
2. Advanced SPLOST reporting and future capital planning.
3. Established and conducted the inaugural Ethics Board meeting.
4. Advanced completion and closeout of the 100 Gloria Drive Public Works facility.
5. Issued a Notice to Proceed for the \$42,200 Public Works facility fence project.
6. Advanced Lee Street Park improvements.
7. Continued the Solid Waste Collection Services RFP process with eight responsive proposals.
8. Reduced outstanding Occupational Tax Permit compliance cases from approximately 24 to seven.

9. Conducted 228 Code Compliance property inspections.
 10. Removed 138 signs from public rights-of-way.
 11. Issued 57 Notices of Violation and 125 verbal warnings.
 12. Continued planning for implementation of Sages Code Compliance Software.
 13. Supported regional emergency management planning following adoption of the 2026 LEOP.
 14. Continued stormwater and infrastructure coordination with Clayton County and regional partners.
 15. Advanced zoning, annexation, development review, tourism, and economic development initiatives.
 16. Continued planning for future recreational amenities, including bike parks, pump tracks, and skateparks.
 17. Strengthening departmental accountability through the formal weekly reporting program.
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XIII. AUGUST 2026 PRIORITIES

Key priorities moving into August include:

FY2027 Budget

- Complete departmental budget reviews.
- Refine revenue projections.
- Continue staffing analysis.
- Finalize capital improvement planning.
- Prepare for budget deliberations.

Code Compliance

- Present Sages software implementation during the August Work Session.
- Continue Occupational Tax Permit compliance efforts.
- Continue demolition and nuisance property enforcement.
- Evaluate additional staffing needs.

Public Works

- Continue 100 Gloria Drive closeout activities.
- Monitor fence installation.
- Continue Lee Street Park repairs and procurement.
- Continue Sanitation Services RFP evaluation.
- Continue JCC facility maintenance projects.
- Paving & Striping is complete.
- Furniture has been installed.

Emergency Management

- Coordinate City Council briefing regarding the LEOP.
- Continue emergency preparedness coordination with Clayton County.

Economic & Community Development

- Continue development review and engineering coordination.
- Prepare for the August 10 annexation public hearing.
- Continue recreation development evaluation.

Facility Maintenance

Annual cleaning and restoration of the Atrium and Community Room floors is scheduled for August 14–16, 2026. Facility reservations have been blocked during the maintenance period.

XIV. CONCLUSION

July 2026 reflected continued progress across City operations, with particular emphasis on FY2027 financial planning, infrastructure and facility improvements, code compliance, emergency preparedness, procurement, economic development, and organizational accountability.

Prepared by:
Office of the City Manager
City of Jonesboro, Georgia