Town of Atoka
Department of Administration

Town Administrator's Report

November 6, 2026

FINANCE DEPARTMENT

- Operation Clerk Staci Williams received a compliment from a resident who reached out with concerns regarding a water bill that was higher than normal. While reviewing the residents' account and looking into the possible cause of the increased bill, Staci was able to identify that the account had a leak. She also took the opportunity to remind the resident that they had ServLine coverage, which may help with the unexpected costs associated with a water leak. The resident expressed appreciation and stated that they were unaware they had this coverage available to help with the higher bill. This is a great example of the Operation Clerks going above and beyond to assist our citizens, not only by addressing their concerns but also by helping them understand the resources and benefits available to them. We are proud of the continued dedication, knowledge, and customer service our team provides to our residents.

- The Finance Department had a wonderful time participating in Safe Night Out this year! Although we did not bring home the win for Best Booth as we had hoped, the evening was still a great success. It was a fantastic opportunity to interact with the community and enjoy seeing so many families come out for a fun and safe evening. Events like Safe Night Out allow us to connect with our citizens in a different way and remind us how much we enjoy being part of the Atoka community. We are already looking forward to next year and another opportunity to bring home the W!



FIRE DEPARTMENT

- I wanted to start this week's fire department update with the condition of our injured firefighter. Earlier this week as he attended his wound care follow-up appointment, the doctors determined that he needed to be admitted to the hospital as they had some concerns with some of his burn areas. With his admission, the medical team felt that it was best to proceed with skin graft surgery on his burn sites. I had the opportunity to visit him with Chief Scott on Wednesday afternoon, and he is doing well after his surgery. Some may ask how this went from 1st degree burns to requiring skin graft surgery. The answer is simple, during the initial assessment on the scene, the burns were still in their infancy stage and appeared to be 1st degree in nature. As the body started reacting to the injury swelling started to set in and it took a few days for the full injury to show itself. We have been in contact everyday following his care. Please remember our firefighter and his family as he continues his healing, as well as the rest of the fire department as they have been affected by this incident as well.

- This week, Chief Scott was invited by the University of Tennessee Municipal Technical Advisory Service (MTAS) to present a lunch and learn presentation about the fire incident on Ash Rene where the "Mayday" call happened with the injury of our firefighter. Many Fire Chiefs in their career will never experience a scene where a firefighter became trapped and a "Mayday" was called that a rescue or recovery had to be performed. It will be an opportunity for him to share what he dealt with by coordinating the rescue as well as still directing the scene operations of putting the fire out. The goal is to give other Fire Chiefs an insight of lessons learned because not everything can go by what the textbook says. He will be presenting on November 19th.

- The department participated along with other town departments in what has become a friendly completion with their Safe Night Out booths. Thank you goes out to Jared Baker and the rest of the fire reserves that created and participated in the event. Although the fire department did not take back-to-back wins this year, fun was had by all and congratulations to Public Works on their win.





- Dad joke of the week.....What do you call a superhero computer? A screensaver.

PARKS & RECREATION

- Fall Softball Season Comes to an End
  This past week, we officially wrapped up our Fall Softball season! What a great season it has been! From big hits and great plays to team huddles, friendships, and memories made, we hope all of our players had a wonderful experience on the fields.

  A HUGE thank-you goes out to our volunteer coaches, parents, umpires, and players for making this season possible. Youth sports would not be possible without the countless hours of dedication, patience, and support from everyone involved. We appreciate all that you do to help make our program successful!

We hope everyone enjoyed the season as much as we did, and we look forward to welcoming everyone back to the fields this spring!





- Tennessee Soccer Academy Skills Clinic – November 19
  For our soccer players looking to continue improving their skills during the offseason, Tennessee Soccer Academy (TSA) has an upcoming FREE Recreational Skills Clinic!

  The Atoka/Munford clinic will take place on Thursday, November 19, with sessions available for different age groups. These clinics provide a fun, high-energy environment focused on building confidence, improving skills, and encouraging a love for the game.

  Families interested in participating can find additional information and registration details on our Facebook page or at tennesseesocceracademy.com.



- Safe Night Out – Another Successful Year!
  Safe Night Out 2026 was a HUGE success! We welcomed well over 1,000 children, along with their parents and families, to Nancy Lane Park for an evening full of Halloween fun!

  From trick-or-treat stations and bounce houses to department activity booths, food trucks, vendors, and our special rock-painting activity, there was something for everyone to enjoy. It was wonderful to see so many families out enjoying the evening and making memories together.

  An event of this size takes a tremendous amount of planning, preparation, and teamwork. Our staff spent weeks getting everything ready, and it was rewarding to see all that hard work come together.

  A special thank-you goes out to our event sponsors! Their generosity and continued support help make it possible for us to provide so many free activities for families in our community. We truly could not make this event what it is without them.

  We also appreciate our Town departments, volunteers, vendors, and everyone who contributed to making the night such a success. Events like this are a great reminder of what can be accomplished when everyone works together!



- Safe Night Out Department Booth Competition
  One of the most entertaining parts of Safe Night Out this year was our friendly competition between Town departments for the title of Favorite Department Booth!

  Each department brought its own creativity, enthusiasm, and a little competitive spirit to the event. From planning and decorating to coming up with activities for the children, everyone went above and beyond.

  After the votes were counted, the Public Works Department took home the win!

  And, of course, they did not stop there! Public Works also won our Town pumpkin decorating competition, giving them TWO victories this Halloween season. Needless to say, we probably will not hear the end of this around Town Hall anytime soon! They have certainly earned their bragging rights.

  Congratulations to the Public Works crew, and a big thank-you to our Fire, Police, and Administration departments for participating and making this such a fun experience for our community. We loved seeing the friendly rivalry and teamwork between departments.

  The rest of us have an entire year to come up with a plan to take that trophy away from Public Works next Halloween!

- Halloween Costume Contest Winners Announced!
  The votes are officially in for our 2026 Atoka Safe Night Out Halloween Costume Contest!

  We had so many creative and impressive costumes this year, making it difficult for our community to choose their favorites. After collecting the votes through Facebook, our first-place winners were:

  Ages 0–5: Dippin' Dots Ages 6–10**:** The Grinch Ages **11–14:** Gandalf

  Congratulations to all three winners! We also want to thank everyone who participated, dressed up, and took the time to vote.

  A special thank-you to Atoka Cinema 16/Phoenix Theatres, Atoka Railroad Adventure, and Chick-fil-A for sponsoring prizes for our winners. Their generosity helped make this contest even more exciting for the children.

  We will be contacting our winners to coordinate prize pickup. We are already looking forward to seeing what creative costumes everyone comes up with next year!







- Pioneer Park Entrance Sign Gets a Refresh
  If you have driven by Pioneer Park recently, you may have noticed a little improvement!

  The entrance sign was beginning to show its age and was in need of some attention, so our staff gave it a much-needed refresh. We updated the graphics and lettering to give the sign a cleaner, more polished appearance.

  It turned out fantastic! Sometimes it is the smaller improvements that make a big difference in the overall appearance of our parks. We encourage everyone to drive by and check it out!



- Preparing for the Veterans Day Ceremony
  Our staff has also been busy preparing Adkison Park for our upcoming Veterans Day Ceremony.

  This week, maintenance focused on cleaning and sprucing up the park, including giving the Scout Hut a much-needed power washing. We want to ensure the park looks its best as we welcome veterans, their families, and community members for this special occasion.

  Our Veterans Day Ceremony will take place Wednesday, November 11, at 8:00 a.m. at Adkison Park.

  This is one of our favorite ceremonies of the year. It is a short, simple, and meaningful opportunity for our community to come together and recognize the men and women who have served our country.

  We hope everyone will take a few minutes out of their morning to join us in honoring our veterans.

- Looking Ahead
  With our fall sports seasons wrapping up and our largest fall events behind us, the department is beginning to transition into winter preparations, facility maintenance projects, and planning for upcoming programs.

  While things may be slowing down on the athletic fields, there is always plenty happening behind the scenes in Parks and Recreation. We are looking forward to finishing out the year strong and preparing for another exciting year of programs, sports, and community events!

PUBLIC WORKS

- We would like to start this week's update by thanking the fine folks of Atoka who voted in the pumpkin contest and helped Public Works take first place! A big thank-you goes to Miss Natalie for coming up with the idea and making it happen, and to our staff for pitching in. We ended the week with another great event at Safe Night Out, where our booth took home Fan Favorite! Thank you to everyone who came out, stopped by, and voted for us. With the great weather and it being a non-school night, we think this was one of the biggest turnouts we have seen. Our folks had a great time visiting with everyone and seeing all the costumes. Keep your eyes open, our crew is already kicking around ideas for the Christmas parade and getting ready for the upcoming Santa's ride. There is more fun ahead, and we are looking forward to being part of it!

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- Director Yarbrough and Clark with SSR met this week to go over several potential grant opportunities that could help improve our water infrastructure, support future growth, and address flooding in some areas of town. There are some promising opportunities, and we are working through the details to see which ones would be a good fit for Atoka. Once we have everything lined up, we will bring them before the Mayor and Board for discussion and approval to apply. We feel good about our chances with some of these grants and look forward to sharing more as things move along!

- Public Works received word this week that the trucks included in this year's approved budget are expected to arrive by the end of this month. Once they arrive, we will send them off to be outfitted with emergency lighting and the equipment our crews need to work safely and efficiently. As you may recall, one of these is a 5500-dump truck that will be equipped with a snowplow and salt spreader. This addition to our snow removal fleet will give our crews another tool to help keep roads clear and our community moving during winter weather. Our staff is eager to get these trucks equipped and put them to work. Keeping dependable equipment in the fleet helps our folks take care of the town and stay ready for whatever comes our way!

POLICE DEPARTMENT

- FROM THE CLASSROOM TO GRADUATION: CPA CLASS #3!
  The Atoka Police Department recently celebrated the graduation of 13 participants from our 3rd Citizens Police Academy! Over seven weeks, participants gained a behind-the-scenes look at law enforcement, the criminal justice system, and the daily operations of APD. The program wrapped up with a graduation ceremony on October 29 at Town Hall.

  A special thank you to our officers, staff, guest speakers, and sponsors who helped make this session another great success!



- TO INFINITY AND BEYOND! SAFE NIGHT OUT 2026 WAS A BLAST!
  This year's Safe Night Out at Nancy Lane Park was a huge success, with an outstanding turnout from our community! Every Town division, Police, Fire, Administration, Parks & Recreation, and Public Works came together to create a fun-filled evening for our community.
  APD went "To Infinity and Beyond" with our Toy Story theme, featuring Jessie, Woody's Jail, and a Nerf Gun Alien Shootout that kept the kids entertained throughout the evening.

  A big thank you to all Town employees who helped plan, organize, set up, and work the event. The creativity, teamwork, and effort put into each station truly showed. Events like Safe Night Out are a great example of what we can accomplish when our departments work together. Great job, everyone, on another successful event!



- APD FRAUD INVESTIGATION LEADS TO ARREST
  The Atoka Police Department recently arrested Steven Frickert, 67, of Tipton County, following an investigation involving the alleged financial exploitation of an elderly and vulnerable adult. Frickert was arrested on October 29, 2026, and charged with theft of property.

  The investigation revealed an alleged online fraud scheme in which the victim was led to believe that repeated payments were necessary to remain eligible for a $25 million Publishers Clearing House sweepstakes prize. The case involves financial losses totaling tens of thousands of dollars and has expanded across state lines.
  Great work by our Criminal Investigations Division for their efforts in identifying the suspect, developing evidence, and making an arrest. The investigation remains ongoing as detectives have identified additional victims in what appears to be a widespread and disturbing fraud scheme.

  This case serves as an important reminder of the growing threat of financial scams targeting elderly and vulnerable individuals.

PLANNING DEPARTMENT

- Staff continued review of the revised Maple Woods Village subdivision.

- An application was submitted for development of the outlot in front of Ace Hardware. It will likely appear before the Planning Commission in December.

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ADMINISTRATION

- Board Retreat and Planning Summit – Planning began this week for a full-day retreat with the incoming Board of Mayor and Aldermen in January. I have been coordinating with MTAS on potential dates and facilitation. The retreat would provide dedicated time for the new Board to discuss priorities, establish expectations, and begin the new term with a common understanding of how the Board and staff will work together.

- Atoka Strategic Financial Plan – Staff met with Gresham Smith on Thursday for the monthly Strategic Financial Plan project update. Work continues on providing the financial, personnel, and operational information needed for the existing conditions analysis as the project moves toward development of long-term recommendations for the Town.

- SR-206 Pedestrian Improvements – Staff continued coordination with TDOT and the Town Engineer regarding the Multimodal Grant SR-206 pedestrian improvement project. A meeting with TDOT is being scheduled for later this month to review the project status and next steps.

- Health, Dental, and Vision Insurance – The town let a Request for Proposals for employee insurance coverage. It received one submission and two other carriers declined to submit because they could not be our renewal rates. Blue Cross and Blue Shield will continue as our insurance provider for health, vision, and dental next year. We are working out the details for employee communications. Keep a look out for more information.

- MidSouth Development District State of the Region – On Thursday, Mayor Akin and I attended MidSouth Development District's State of the Region event in Memphis. The event brought together local government, economic development, and regional leaders to discuss issues and opportunities affecting communities across the region. The meeting provided an opportunity to continue building regional relationships becoming One Region, One Team, One Future.

UPCOMING DATES

- November 10th Board of Mayor & Aldermen Work Session - 6:00 p.m.
- November 10th Board of Mayor & Aldermen Monthly Meeting - 6:30 p.m.
- November 11th Veterans Day - Town Hall Closed
- November 11th Veterans Day Ceremony at Adkison Park-8:00 a.m.
- November 11th Veterans Day Parade at ATES- 8:30 a.m.
- November 16th Planning Commission Meeting – 6:00 p.m.
- November 19th Industrial Development Board Meeting-4:30 p.m.
- November 26th Town Hall Closed – Thanksgiving

- November 27th Town Hall Closed