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AGENDA
WORK SESSION
OF THE PERRY CITY COUNCIL
September 26, 2016
5:00 P.M.

1. Call to Order: Mayor James E. Faircloth, Jr.
2. Roll:
3. Public Hearing: Mayor James E. Faircloth, Jr.

The purpose of this Public Hearing is to provide any interested parties with an opportunity to express their views and concerns in accordance with O.C.G.A. Sec. 36-67A-3 (c).

- 3a. Council receives input for establishing City's ad valorem millage rate at 14.050 mills – Mr. L. Gilmour.
4. Items of Review/Discussion: Mayor James E. Faircloth, Jr.
 - 4a. Resolution(s) for Consideration and Adoption: Mayor James E. Faircloth, Jr.
 1. Resolution establishing the 2016 ad valorem millage rate for the City of Perry – Mr. L. Gilmour.
 - 4b. Perry Fire and Emergency Services Department
 1. Discussion of parking lot construction for Perry Fire and Emergency Services Department – Mr. L. Gilmour.
 2. Quarterly report – Battalion Chief K. Crumpton.
 3. Proposed fee adjustment as recommended by the Fire Marshal.
 - 4c. Department of Community Development
 1. Quarterly report – Mr. L. Gilmour.
 - 4d. Department of Public Works
 1. Quarterly report – Mr. D. Aaron.
 - 4e. Economic Development Department
 1. Authorize proceeding with Hotel/Motel Feasibility Study – Mr. R. Smith.
 2. Authorize proceeding with Wayfinding project proposal – Mr. R. Smith.

3. I-75 Corridor update – Mr. R. Smith.

4f. Perry Police Department

1. Declare former animal control administrative unit surplus – Chief S. Lynn.

2. Authorize canceling part-time crossing guard and substitute with part-time custodian – Chief S. Lynn.

4g. Follow up relative to internal door locks per previous discussion – Fire Marshal D. Stanton.

4h. Consideration of abandoning a portion of Marion Street – Mr. L. Gilmour.

4i. Consider upgrading certain infrastructure on St. Patrick Drive – Mr. R. Smith.

4j. Consider grandfathering process for code enforcement – Mayor Faircloth

4k. Consider authorizing installation of irrigation well – Mr. S. Howard:

1. Irrigation well at Perry Preserve

2. Irrigation well at Oliver Place

5. Council Member Items:

6. Department Head Items:

7. Adjourn.

**A RESOLUTION
ESTABLISHING THE 2016 AD VALOREM
MILLAGE RATE FOR THE
CITY OF PERRY**

WHEREAS, the City has complied with the provisions of O.C.G.A. 48-5-32, as amended, relative to advertising the millage rate history and proposed rate increase; and

WHEREAS, the Council has held the required three (3) public hearings to advise of its intention to retain the current millage rate; and

WHEREAS, the Council has adopted the FY17 Operating Budget in Ordinance No. 2016-06;

NOW, THEREFORE, BE IT RESOLVED THE BY COUNCIL OF THE CITY OF PERRY that the ad valorem millage rate for the City's maintenance and operations for Fiscal Year 2017/tax year 2016 is established at 14.05 mills.

SO RESOLVED, this ____ day of September 2016.

CITY OF PERRY

By: _____
JAMES E. FAIRCLOTH, JR., MAYOR

City Seal

Attest: _____
ANNIE WARREN, CITY CLERK



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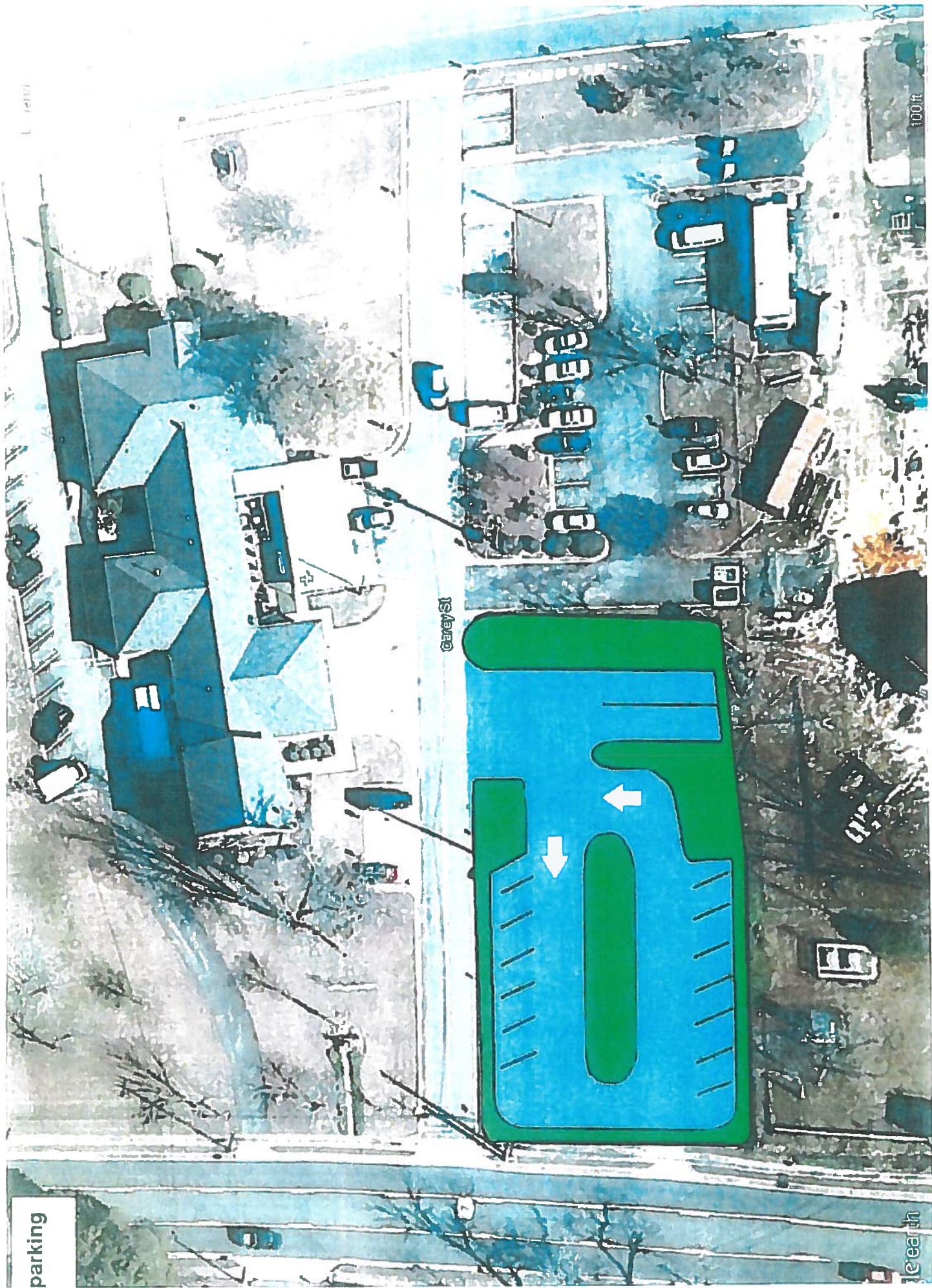
OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager *LG*
DATE: August 30, 2016
REFERENCE: Parking Lot Construction

Attached is a parking lot concept plan for the area where Perry Fire and Emergency Services Department personnel park. The Administration is recommending Council authorize the preparation of bid specifications and bidding for the project. The project will be paid for from the General Capital Projects Construction Fund.

cc: Mr. D. Aaron
Fire Battalion Chiefs
Mr. J. Schell



parking

Carey St

100 ft

100 ft



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OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager
DATE: August 5, 2016
RE: Proposed Fee Adjustments

Fire Marshal D. Stanton proposes to adjust the fee schedule for services provided by his office. A comparison matrix is shown below. The Administration's recommended adjustments are also provided.

Item	Current	Stanton	State of GA	Admin.
Site Review	\$120	\$150	\$ -	\$120
New Building				
<10K sq ft	\$ -	\$150	\$150	\$150
>10K sq ft	\$ -	\$.015/sq ft	\$.015/sq ft	\$.015 sq ft
Remodel				
>2,500 sq ft	\$ -	\$50	\$150	\$50
2,500-10K sq ft	\$ -	\$150	\$150	\$150
>10,000K sq ft	\$ -	.015/sq ft	.015/sq ft	\$.015/sq ft
Fire Alarm	\$ -	\$150	\$50	\$150
Sprinkler Review	\$ -	\$150	\$150	\$150
Hood/Suppression				
Plan Revisions	\$ -	\$75	\$ -	\$ -

cc: FM D. Stanton



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Community Development FY 16

Income

<i>Type</i>	<i>Original</i>	<i>Final</i>
<i>Building Permits</i>	<i>\$146,700</i>	<i>\$277,434</i>
<i>Rezoning Applications</i>	<i>2,000</i>	<i>541</i>
<i>Variance Applications</i>	<i>200</i>	<i>1,604</i>
<i>Sign Permits</i>	<i>200</i>	<i>2,693</i>
<i>Land Disturbance Permits</i>	<i>300</i>	<i>2,855</i>
<i>Demolition Permits</i>	<i>500</i>	<i>840</i>
<i>Other building permits</i>	<i>600</i>	<i>1,200</i>
<i>Tree removal permits</i>	<i>100</i>	<i>245</i>
<i>Subdivision Plan review fees</i>	<i>10,800</i>	<i>24,889</i>
<i>Lot mowing</i>	<i>--</i>	<i>8,126</i>
<i>Total</i>	<i>\$161,400</i>	<i>\$320,427</i>

96.88% increase

Expenditures

<i>Type</i>	<i>Original</i>	<i>Final</i>
<i>Administration</i>	<i>\$167,700</i>	<i>\$127,018</i>
<i>Engineering</i>	<i>107,400</i>	<i>133,085</i>
<i>Building Inspectors</i>	<i>188,000</i>	<i>189,223</i>
<i>Code Enforcement</i>		
<i>Administration</i>	<i>1,500</i>	<i>3,137</i>
<i>Activities</i>	<i>15,000</i>	<i>6,645</i>
<i>Plan Review</i>	<i>12,000</i>	<i>20,024</i>
<i>Planning & Zoning</i>	<i>--</i>	<i>2,555</i>
<i>Regional Planning</i>	<i>17,900</i>	<i>19,777</i>
<i>GIS</i>	<i>12,900</i>	<i>7,500</i>
<i>Total</i>	<i>\$524,500</i>	<i>\$509,364</i>
		<i>2.88% decrease</i>
<i>Net</i>	<i>\$(363,108)</i>	<i>\$(192,127)</i>

Commercial Building Permits

Permitted Commercial Activity

<u><i>Fiscal Year</i></u>	<u><i>New</i></u>	<u><i>Alterations/Additions</i></u>
<i>2010</i>	<i>3</i>	<i>2</i>
<i>2011</i>	<i>8</i>	<i>14</i>
<i>2012</i>	<i>7</i>	<i>17</i>
<i>2013</i>	<i>5</i>	<i>19</i>
<i>2014</i>	<i>4</i>	<i>12</i>
<i>2015</i>	<i>7</i>	<i>21</i>
<i>2016</i>	<i>13</i>	<i>12</i>

Service Population Growth

<i>Fiscal Year</i>	<i>Total (U.S. Census)</i>
<i>2010</i>	<i>13,925</i>
<i>2011</i>	<i>14,275</i>
<i>2012</i>	<i>14,516</i>
<i>2013</i>	<i>14,786</i>
<i>2014</i>	<i>15,094</i>
<i>2015</i>	<i>15,610</i>
<i>2016</i>	<i>16,361</i>

19.43% increase from FY 2010

Annexation History

<i>Fiscal Year</i>	<i>Number</i>	<i>Acres</i>
<i>2010</i>	<i>0</i>	<i>0</i>
<i>2011</i>	<i>3</i>	<i>20.666</i>
<i>2012</i>	<i>1</i>	<i>11.645</i>
<i>2013</i>	<i>4</i>	<i>28.977</i>
<i>2014</i>	<i>3</i>	<i>59.519</i>
<i>2015</i>	<i>2</i>	<i>4.886</i>
<i>2016</i>	<i>2</i>	<i>10.970</i>
	<i>Total</i>	<i>136.663</i>

Single Family Home Permits

<i>Fiscal Year</i>	<i>Single Family Homes</i>
<i>2010</i>	<i>88</i>
<i>2011</i>	<i>96</i>
<i>2012</i>	<i>111</i>
<i>2013</i>	<i>114</i>
<i>2014</i>	<i>155</i>
<i>2015</i>	<i>237</i>
<i>2016</i>	<i>239</i>

While the City grew some in each year, there is a 271.59 increase in permits issued between FY 2010 and FY 2016

Property Tax Digest Data

<i>Fiscal Year</i>	<i>Tax Year</i>	<i>Digest Net</i>	<i>Millage Rate</i>
<i>2016</i>	<i>2015</i>	<i>\$428,271,547</i>	<i>14.05 mills</i>
<i>2015</i>	<i>2014</i>	<i>419,980,300</i>	<i>14.05 mills</i>
<i>2014</i>	<i>2013</i>	<i>416,677,549</i>	<i>14.08 mills</i>
<i>2013</i>	<i>2012</i>	<i>410,395,133</i>	<i>14.13 mills</i>
<i>2012</i>	<i>2011</i>	<i>405,397,720</i>	<i>14.13 mills</i>
<i>2011</i>	<i>2010</i>	<i>407,246,826</i>	<i>13.81 mills</i>
<i>2010</i>	<i>2009</i>	<i>413,338,925</i>	<i>13.01 mills</i>

Percentage increase 3.61% between FY 2010 and FY 2016

NOTE: Between FY 2009 and FY 2012 there was a 1.98% decrease in tax digest value.



***Oliver Place – Gray Road
Multi Family Project***



North Haven Subdivision

Continued Commercial Growth

Dollar General



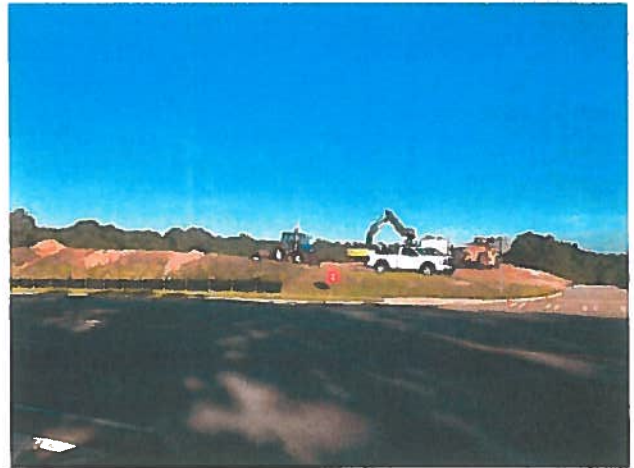
Sandler AG





***Future site of Dr. Kinsley's
New Office on Hwy 127***

***Future Site of Foundations
Academy #3 on Hwy 127***

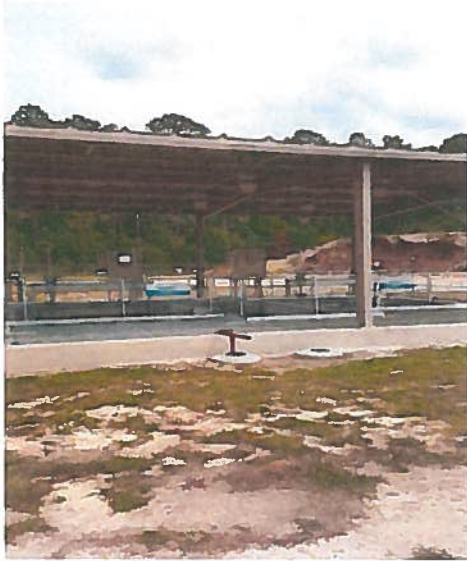


Wes Park Drive



Perry Houston County Airport Expansion





***Waste Water
Treatment
Facility
Improvements***





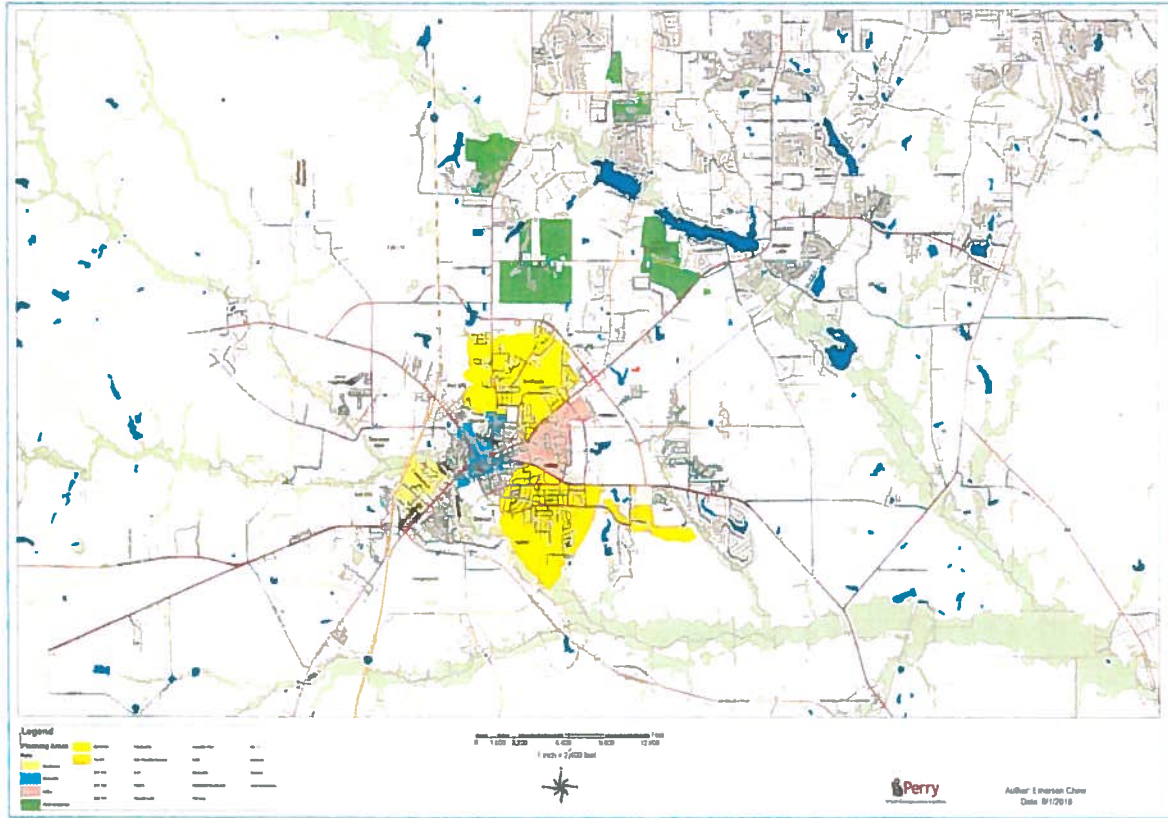
Tucker Road and Commerce Street Improvements



Commerce Street Railroad Improvements



Continued proactive approach to code enforcement



Predominant Code Enforcement Areas

FY 17 Issues

- *Replace department director*
- *Establish Zoning Enforcement Officer position*
- *Complete re-write of Perry Land Development Ordinance*
- *Storage space for files*
- *Conversion of subdivision maps to GIS format*
- *Completion of housing assessment*
- *Retirement of Chief Building Official*
- *Monitoring new capital projects including Well #3, Waste Water facility expansion, street/sidewalk improvements.*
- *Address new construction and expansion*



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DEPARTMENT OF PUBLIC WORKS

FY2016 SUMMARY REPORT



General Fund Expenditures

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CITY SERVICE PROVIDED	FY16 BUDGET	YEAR TO DATE	%
Customer Service	\$232,500	\$231,413	99.53
Public Works Administration	\$171,100	\$180,962	105.76
Street Maintenance	\$391,800	\$415,227	105.98
Building Maintenance	\$218,200	\$231,648	106.16
Vehicle Maintenance	\$302,600	\$305,115	100.83
Cemetery Maintenance	\$85,200	\$86,672	101.73
TOTAL	\$1,401,400	\$1,451,037	103.54



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Enterprise Funds Expenses



CITY SERVICE PROVIDED	FY16 BUDGETED REVENUES	YEAR TO DATE	%
Water and Sewer	\$5,571,000	\$6,756,636	121.28
Natural Gas	\$4,547,900	\$3,775,139	83.01
Solid Waste	\$1,242,000	\$1,384,101	111.44
Storm Water	\$264,100	\$267,289	101.21
TOTAL	\$11,625,000	\$12,183,165	104.80

CITY SERVICE PROVIDED	FY16 BUDGETED EXPENSES	YEAR TO DATE	%
Water and Sewer	\$7,314,900	\$7,328,153	100.18
Natural Gas	\$3,983,600	\$3,065,394	76.95
Solid Waste	\$1,436,500	\$1,475,807	102.74
Storm Water	\$177,700	\$261,257	147.02
TOTAL	\$12,912,700	\$12,130,611	93.94



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Strategic Plan Data



Public Works Strategic Plan
Areas of Services
Fiscal Year 2016

PLANNING AREAS	Street Resurfaced (miles)	Street Lights Installed	Street Lights Repaired	Street Swept/ (Miles)	Potholes Repairs	Street Signs	Utility Cut Repairs	Water	Sewer	Gas	Fire Hydrant Repair/Rep	Delivered Carts	Picked Up Carts	Repair/Repl Carts	Storm Water
CREEKWOOD			3		2	2	2	339	34	68		29	25	18	3
DOWNTOWN			1	144	4	7	6	300	29	101		39	27	19	2
EXIT 135				1	1	1		61	5	16		6	2	2	1
EXIT 136			1	11	5	3	2	123	19	40		2	4		3
EXIT 138				1	2			23	2	3					
FAIRGROUNDS				1	1			35	1	9		1	2	1	
GEN COURTNEY HODGES			4	16	1	1	1	49	3	10		1	2		
GURR				2	4	4	4	611	63	111		86	11	10	5
HILLTOP								264	27	52		36	25	30	
HISTORIC			1	15	2	2	3	215	15	171		44	6	5	2
HOUSTON LAKE						1		265	13	46		24	21	7	2
INDUSTRIAL PARK								8	0	25		4	2		
KEITH						1		105	6	21		12	9	1	1
NEW HOPE						1		94	5	43		10	8	4	
NORTH RESIDENTIAL				2	1	1	1	405	25	3		38	12	7	1
NORTHSIDE			1	21	17	5	10	993	65	176		108	48	47	13
NORTHWEST RESIDENTIAL								11	0	0		2	1	5	
PARKWAY			1					115	7	407		3	5	1	2
SR 127					2	6	8	1039	121	51	1	159	19	20	5
SAND HILL				2	1	1	10	577	26	66		24	27	9	4
TOLLESON		6		1	2	2	1	25	1	6				1	
TUCKER					3	1	11	626	119	151	1	74	51	23	4
WEST RESIDENTIAL				1	19	1	2	289	5	81		28	28	10	9
TOTAL	0	6	12	218	1138	48	39	6572	591	1657	2	730	336	219	57

Perry STREET MAINTENANCE

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PLANNING AREAS	STREET LIGHTS INSTALLED	STREET LIGHTS REPAIRED	STREET SWEPT (MILES)	POT HOLE REPAIRS	STREET SIGNS	UTILITY CUTS REPAIRS
CREEKWOOD		3		2	2	2
DOWNTOWN		1	796	4	7	6
EXIT 135			4	1	1	
EXIT 136		1	72	5	3	2
EXIT 138			25	2		
FAIRGROUNDS			3	1		
GEN COURTNEY						
HODGES		4	86	1	1	1
GURR			8	4	4	4
HILLTOP						
HISTORIC		1	37	2	2	3
HOUSTON LAKE					1	
INDUSTRIAL PARK						
KEITH					1	
NEW HOPE			4	1	1	1
NORTH RESIDENTIAL					2	
NORTHSIDE		1	74	17	5	10
NORTHWEST RESIDENTIAL						
PARKWAY		1				1
SR 127				2	6	8
SAND HILL			8	1	1	10
TOLLESON	6		2	2		1
TUCKER				3	1	11
WEST RESIDENTIAL			19		1	2
TOTAL	6	12	1,138	48	39	67



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Solid Waste Collection



DAYS	GARBAGE	RECYCLING	YARD DEBRIS	BULK WASTE
Monday	17.23	3.76	11.94	2.21
Tuesday	16.19	3.47	10.50	1.83
Wednesday	17.85	4.08	9.45	2.33
Thursday	19.60	3.54	10.4	2.16
Friday	13.94	3.92	8.34	2.35
ANNUAL TOTAL	4,410.22	976.56	2,633.00	565.67
AVERAGE WEEKLY TOTAL	84.81	18.77	50.63	10.88

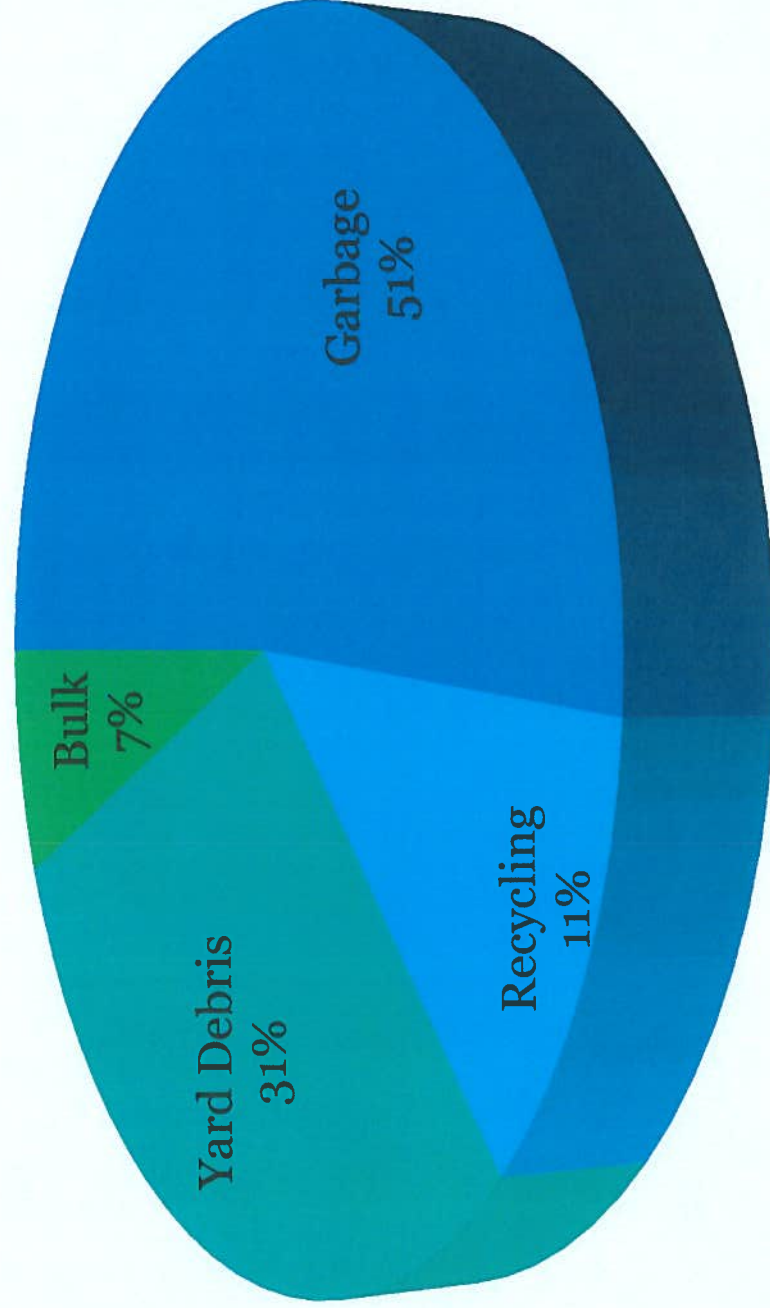
DAYS	AREAS
Monday	Tucker RD/Duncan AVE/Main ST/Frank Satterfield
Tuesday	Sandhill/Creekwood/Holly Hills
Wednesday	Camelot/Gurr RD/Kings Chapel RD/HWY 127
Thursday	Idle Pines/Northside DR/Windermere/HWY 127/Yorktown/Legacy Park
Friday	WF Ragin/Macon RD/Swift ST/Smoak AVE/Third ST/Fourth ST/Todd RD/Lake Joy RD

Garbage – 510 lbs/person
 Recycling – 113 lbs/person



Solid Waste Collection

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TOTERS



PLANNING AREAS	TOTERS DELIVERED	TOTERS PICKED UP	TOTERS REPAIRED
CREEKWOOD	29	25	18
DOWNTOWN	39	27	19
EXIT 135	6	2	2
EXIT 136	2	4	
EXIT 138			
FAIRGROUNDS	1	2	1
GEN COURTNEY HODGES	1	2	
GURR	86	11	10
HILLTOP	36	25	30
HISTORIC	44	6	5
HOUSTON LAKE	24	21	7
INDUSTRIAL PARK	4	2	
KEITH	12	9	1
NEW HOPE	10	8	4
NORTH RESIDENTIAL	38	12	7
NORTHSIDE	108	48	47
NORTHWEST RESIDENTIAL	2	1	5
PARKWAY	3	5	1
SR 127	159	19	20
SAND HILL	24	27	9
TOLLESON		1	
TUCKER	74	51	23
WEST RESIDENTIAL	28	28	10
TOTAL	730	336	219
TOTAL	61	28	18



Bagging Incentive

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MONTH	PARTICIPANTS	COST
APRIL	88	\$306.00
MAY	62	\$207.00
JUNE	45	\$144.00
JULY	46	\$138.00
AUGUST	73	\$219.00
TOTAL	314	\$1,014.00



Perry Utility Customers Matrix

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CUSTOMER SERVICE	LOWEST	HIGHEST	AVERAGE
Number of Water/Sewer Customers	5,492	5,695	5,591
Number of Irrigation Customers	1,565	1,702	1,603
Number of Institutional Irrigation	39	46	42
Number of Water-No Sewer	257	314	283
Number of Sewage Access	24	26	25
Number of Industrial/Commercial Water Only	38	41	40
Number of Flat Rate Water	6	6	6
Number of Water Outside	178	185	182
Number of Gas Customers	2,380	2,407	2,393
Number of Cutoffs	73	124	104
Number of new locations Water/Sewer	47	81	65
Number of new locations Irrigation	8	34	20
Number of new locations Gas	6	30	18
Number of new e-bill customers	8	31	18
Number of e-bill e-mailed	464	669	568
Number of final bill	123	174	153
Number of arrangements/extensions	23	91	57
Number of in person payments	2,449	3,769	2,979
Number of drop box payments	497	784	665
Number of mail payments	796	1,658	942

53% of utility payments are made in person, 17% by mail and 12% via the drop box.



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Utilities Strategic Planning Data



PLANNING AREAS	WATER	SEWER	GAS	HYDRANT REPAIR/REPLACEMENT
CREEKWOOD	339	34	68	
DOWNTOWN	300	29	101	
EXIT 135	61	5	16	
EXIT 136	123	19	40	
EXIT 138	23	2	3	
FAIRGROUNDS	35	1	9	
GEN COURTNEY HODGES	49	3	10	
GURR	611	63	111	
HILLTOP	264	27	52	
HISTORIC	215	15	171	
HOUSTON LAKE	265	13	46	
INDUSTRIAL PARK	8	0	25	
KEITH	105	6	21	
NEW HOPE	94	5	43	
NORTH RESIDENTIAL	405	25	3	
NORTHSIDE	993	65	176	
NORTHWEST RESIDENTIAL	11	0	0	
PARKWAY	115	7	407	
SR 127	1039	121	51	1
SAND HILL	577	26	66	
TOLLESON	25	1	6	
TUCKER	626	119	151	1
WEST RESIDENTIAL	289	5	81	
TOTAL	6,572	591	1,657	2



New and Disconnected Services

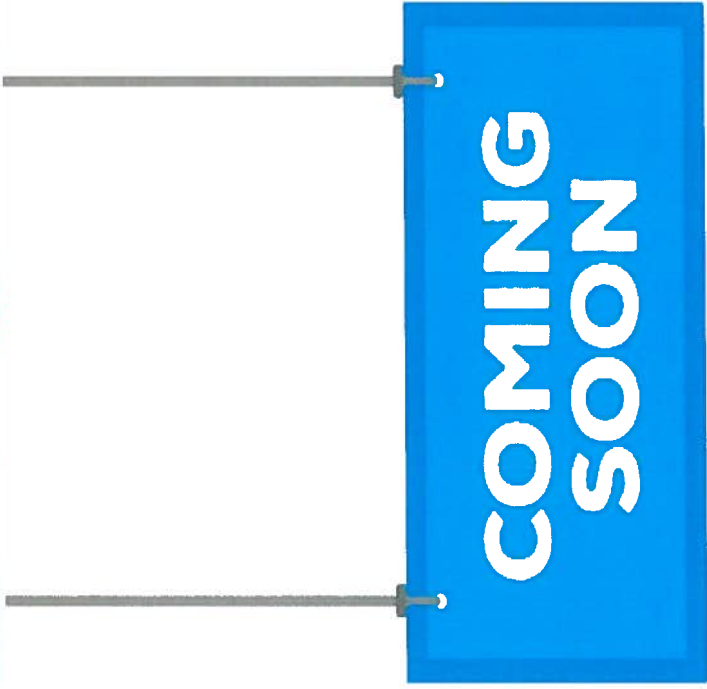


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PLANNING AREAS	NEW SERVICES					DISCONNECTED SERVICES				
	WATER	SEWER	GAS	IRRIGATION		WATER	SEWER	GAS	IRRIGATION	
CREEKWOOD	28	27	13	0		44	46	20	0	
DOWNTOWN	46	47	26	0		48	43	27	2	
EXIT 135	10	6	0	0		5	5	1	0	
EXIT 136	13	13	8	4		11	9	5	2	
EXIT 138	1	1	0	0		1	1	0	0	
FAIRGROUNDS	0	0	0	0		1	1	1	0	
GEN COURTNEY HODGES	3	2	0	1		4	3	1	0	
GURR	110	87	23	82		78	74	10	66	
HILLTOP	41	40	11	0		51	49	13	0	
HISTORIC	44	38	40	3		53	52	48	3	
HOUSTON LAKE	26	27	5	0		39	39	7	1	
INDUSTRIAL PARK	0	0	0	0		6	0	0	0	
KEITH	19	25	12	6		28	27	22	1	
NEW HOPE	13	10	4	1		14	13	6	0	
NORTH RESIDENTIAL	70	50	4	47		67	57	7	37	
NORTHSIDE	201	187	27	16		345	204	33	33	
NORTHWEST RESIDENTIAL	1	1	0	0		1	1	0	0	
PARKWAY	14	16	63	2		16	16	57	15	
SR 127	108	158	14	155		165	160	12	142	
SAND HILL	32	31	16	0		35	35	17	0	
TOLLESON	3	3	1	0		4	4	2	0	
TUCKER	98	106	47	28		97	94	57	12	
WEST RESIDENTIAL	62	43	10	2		59	51	6	4	
TOTAL	943	918	324	347		1,172	984	352	318	
AVERAGE	41	40	14	15		51	43	15	14	



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Improved Customer Payment Portal



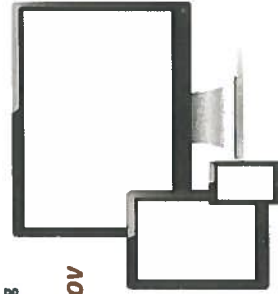
Introducing Perry's new payment portal. Manage your utility bill anytime and anywhere.

- 24/7 online access
 - Make payments *Online* or right from your *Phone*
 - Optimized for mobile use on your phone or tablet device
 - Pay using your choice of *Debit Card*, *Credit Card* or *eCheck*
 - Enroll for automated payments using your *Debit Card*, *Credit Card* or *eCheck*
 - View your last 13 months of *statement history*
 - Sign up for *paperless billing* by *email* or *text*
- Start saving time and money while helping the environment.

Logon to www.perry-ga.gov and enroll today!



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Account Summary **Payments** Statements

Schedule Payment View Payment Activity Manage Funding Sources Enroll Into AutoPay

If you would like to edit or cancel a payment, click on the Confirmation Number below. Only payments that have a Scheduled status can be edited or deleted. Payments that have already been processed, canceled or returned as unsuccessful cannot be changed.

Scheduled Payments

Showing 1 to 2 of 2 payments listed

Confirmation Number	Scheduled Date	Funding Source	Total Amount
2LVH2Z137	08/11/2016	Checking - xxxxxx6789	\$50.00
1RFPY6BPT	07/22/2016	Checking - xxxxxx6789	\$175.00

Processed Payments

Showing 1 to 1 of 1 payments listed

Confirmation Number	Expiration Date	Funding Source	Total Amount	Payment Status
HHFZMCSQC	08/11/2016	Visa Card - xxxxxxxxxxxxxxxx4448	\$345.00	Processed

Automated Payment Enrollments

You do not have any payments



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Redesigned Utility Bill



1211 Washington St.
PO Box 2030
Perry, GA 31068
(478) 388-2754

Where Georgia comes together.

HOUSTON CO BOARD OF ED
601 SOUTH DAVIS DR
WARNER ROBINS GA 31088

For questions regarding your bill:
Mon - Fri 8 AM - 5 PM
Sat 9 AM - 12 PM
Email: CustomerService@perryga.gov
Web: www.perryga.gov

Prior Reading Date	07/18/2016	Current Reading Date	08/15/2016
Service Location	315 LANGSTON RD		
CURRENT READING	13340	210	210
13300	13340	210	210
11007	11007	20	20
DESCRIPTION	WATER CONSUMPTION		
			\$10.00
			\$10.00
			\$18.43
			\$7.60
CURRENT CHARGE	CURRENT CHARGE \$		

Methods of payment: Bill payments to City of Perry Customer Services Department, PO Box 2030, Perry GA 31068. Payments can be dropped off at City Hall, 1211 Washington Street, Perry GA, 31068. Credit cards and bank draft is also available for your convenience. For online payment visit www.perryga.gov.

WATER GRAPH



PLEASE DETACH AND RETURN TO YOUR PORTION OF PERIOD BY MAIL. PLEASE DO NOT STAPLE OR HOLD TOGETHER YOUR ACCOUNT NUMBER OR YOUR CHECK.



Where Georgia comes together
PO Box 2030
Perry Georgia 31068
ADDRESS SERVICE REQUESTED

HOUSTON CO BOARD OF ED
601 SOUTH DAVIS DR
WARNER ROBINS GA 31088

ACCOUNT NUMBER	703-30009-01
BILLING DATE	07/18/2016
PREVIOUS BALANCE	\$499.61
LAST PAYMENT ON STATEMENTS	-469.61
ADJUSTMENTS	\$0.00
PAID DATE BALANCE	\$0.00
CURRENT CHARGES	\$267.09
TOTAL AMOUNT DUE	\$267.09
DATE DUE	08/15/2016
AMOUNT DUE IF PAID AFTER 08/15/2016	\$267.09
DISCONNECT DATE	08/25/2016

THANK YOU FOR YOUR TIMELY PAYMENT ON YOUR LAST MONTHLY STATEMENT.

IMPORTANT NOTICE
If you are not the correct charge card, any payments received after this date are considered void. A bill is not considered paid until payment is received in the office. Failure to receive your bill does not relieve your obligation to pay.

IMPORTANT INFORMATION

MAIL SERVICE
If you are not the correct charge card, any payments received after this date are considered void. A bill is not considered paid until payment is received in the office. Failure to receive your bill does not relieve your obligation to pay.

ACCOUNT #	BILL DATE	DATE DUE	TOTAL DUE
703-30009-01	07/18/2016	08/15/2016	\$267.09
PRIOR READ DATE	07/18/2016	CURRENT READ DATE	08/15/2016
AMOUNT DUE IF PAID AFTER 08/15/2016			\$267.09
DISCONNECT DATE	08/25/2016	AMOUNT ENCLOSED	

Please detach and return checks to US funds payable to:

CITY OF PERRY
PO BOX 2030
PERRY GEORGIA 31068-0030



Succeeding as a Supervisor Course

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Accomplishments



Public Works Staff Members Todd Ennis, Virgil Newberry and Jimmy Rowland received their CDL licenses on June 18, 2016.

MEMBERSHIP OFFICES, 17th
FLOOR, 100 WALL STREET

News Today


—ALL THROUGH
THE NEWS SERVICE—

WHAT'S NEXT?



Perry Future Technology Needs

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AquaHawk Alerting™

877-410-0167 x11 • AquaHawkAlerting.com

DATASHEET

A Customer Portal Solution for Water Utilities

Engage Customers and Improve Client Satisfaction

AquaHawk Alerting™ is a Web-based customer portal solution for municipal water utilities that can help your customers better understand their water utility. AquaHawk Alerting™ is a powerful customer service and water efficiency application that your organization can use to create a better client experience.

Engaging customers has never been easier. AquaHawk Alerting™ allows your customers to answer their own questions and minimize routine calls to your customer service team. Many utilities are using AquaHawk to resolve high bill complaints and reduce task frequency requests.

Your utility can build stronger relationships with customers by communicating proactively and so the communications channel they prefer.

Water Utility Benefits

Our utility clients are always excited about the benefits AquaHawk offers. The solution offers measurable public relations value and can transform the standard water provider-customer relationship from "they just send me a bill every month" to "my provider cares and helps me manage my water costs."

AquaHawk resolves the high detection and notification process by accurately logging and prioritizing problems, and pulling together customer information that is normally stored in other applications. It provides a supportive workflow process so customer service staff can efficiently

notify customers and track who has been contacted. The application is a tremendous time-saver for utility staff.

For utilities with specific water conservation goals, AquaHawk helps identify inefficient users, who may require individualized assistance. After accounts have participated in conservation programs, providers can monitor response and track results.

Customer Benefits

AquaHawk Alerting is helping water utilities improve customer satisfaction. Here's a comment from an end-user:

"I've never enjoyed the end-user part of the bill. I've always hated it. It's the first thing I look at when I get my bill. I hate it."

AquaHawk offers tools so customers can understand how they're using water, learn how to be more efficient, and ultimately save money.


The solution offers peace of mind that demand-side loads won't run unattended for hours or days, and can prevent costly property damage.

AquaHawk Alerting was designed to present information in a way that is easy to understand. Issues of all technical abilities find the application simple to operate.

Customers can specify how they want to be contacted—text, e-mail, phone, direct mail—so they can be reached from within the portal back to their provider.

Highlights

- Affordable priced
- Scalable and easy-to-use
- Streamlines the leak detection & notification process
- Makes responding to customer inquiries easier and efficient
- Saves staff members time and effort
- Reduces call center traffic
- Higher resolution high bill complaints
- Reduces task frequency requests
- Cloud-based - utilities don't need to purchase or install hardware or software
- Positive public relations value
- Fast implementation



Intelligent Customer Portal Solutions for Water Utilities

SCF Request Management for Towns

SeeClickFix Turns Citizen Complaints into Productive Workflow

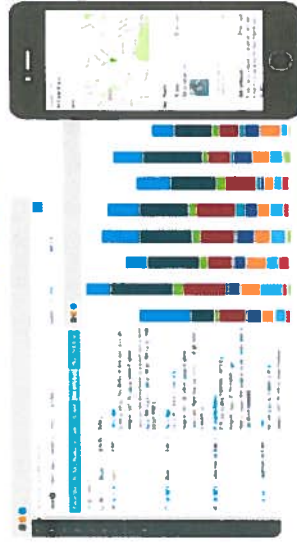
Citizens use SeeClickFix to connect with Local Governments

Citizens use mobile apps and a website to submit service requests, find information and receive targeted notifications in real-time



Officials route requests, assign work and engage with citizens

Officials use SeeClickFix's mobile tools to set up automatic routing, manage workflow and seamlessly engage with citizens. SeeClickFix also integrates with your current work order systems, allowing for automatic and synchronized communication between city officials and residents





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Water Loss



FY2015 WATER LOSS

MONTH	City RAW Water	City Treated Water	City Difference Raw - Treated	City Water Billed							Billed Total	Difference =Treated	Water Audit Totals	City Water Billed- SR water lost	Rate	Cost	Water Loss
				CYCLE 1	CYCLE 0	CYCLE 5	CYCLE 7	CYCLE 6	CYCLE 4	CYCLE 3							
Jul-15	69,309,000	66,000,000	2,500,991	17,235,000	15,482,300	9,367,400	13,476,400	55,561,900	11,246,109	55,561,900	11,246,109	0.003386	538,079.33	16.83%			
Aug-15	70,667,000	62,771,655	7,895,345	14,433,500	15,292,700	8,210,700	12,606,100	50,543,000	12,228,655	50,543,000	12,228,655	0.003386	541,406.23	19.46%			
Sep-15	67,114,000	56,983,817	10,130,183	13,389,500	13,656,100	7,662,700	12,856,400	47,564,700	9,419,117	47,564,700	9,419,117	0.003386	531,893.13	16.53%			
Oct-15	68,223,000	60,009,650	8,212,342	11,039,200	11,640,100	9,076,100	10,330,500	42,085,900	17,223,758	42,085,900	17,223,758	0.003386	560,689.84	28.87%			
Nov-15	58,111,000	52,227,989	5,883,011	10,794,300	12,182,100	6,263,600	10,081,300	39,321,900	12,906,089	39,321,900	12,906,089	0.003386	543,700.02	24.71%			
Dec-15	56,989,000	51,467,051	5,531,949	8,704,000	10,750,500	5,950,600	9,362,300	34,775,200	16,691,851	34,775,200	16,691,851	0.003386	548,895.70	28.21%			
Jan-16	56,069,000	51,159,450	4,878,550	9,122,600	12,295,600	5,798,200	9,533,900	36,749,900	14,440,550	36,749,900	14,440,550	0.003386	548,627.95	29.06%			
Feb-16	54,629,000	49,387,675	5,240,325	8,852,400	11,850,900	6,099,500	8,223,400	35,026,200	14,361,475	35,026,200	14,361,475	0.003386	556,347.70	30.47%			
Mar-16	60,011,000	54,623,225	5,387,775	9,899,029	13,055,279	6,453,334	8,574,208	37,981,850	16,641,375	37,981,850	16,641,375	0.003386	555,275.09	24.30%			
Apr-16	60,583,000	55,637,655	4,945,345	10,852,647	13,337,647	6,332,885	8,755,904	39,308,683	16,328,972	39,308,683	16,328,972	0.003386	555,289.90	29.35%			
May-16	74,941,000	66,957,648	7,983,352	15,011,736	16,905,737	8,193,478	10,522,095	50,633,050	16,324,598	50,633,050	16,324,598	0.003386	552,520.25	23.20%			
Jun-16	72,385,000	66,944,602	5,520,398	14,616,235	16,786,417	8,642,577	11,288,216	51,333,395	15,511,207	51,333,395	15,511,207	0.003386	559,759.58	23.68%			
Jul-16	79,108,000	73,116,229	5,991,771	14,871,582	17,511,652	10,756,113	12,563,743	55,803,090	17,313,139	55,803,090	17,313,139	0.003454	551,772.95	22.53%			
Aug-16	71,156,000	66,520,630	4,635,370	14,622,281	16,167,130	9,816,561	10,925,385	51,531,357	14,809,273	51,531,357	14,809,273	0.003454					
Sep-16																	
Oct-16																	
Nov-16																	
Dec-16																	
Jan-17																	
Feb-17																	
Mar-17																	
TOTAL	919,283,000	834,546,295	84,736,707	173,576,216	196,934,162	108,623,092	149,186,055	628,230,115	206,326,168	628,230,115	206,326,168		570,016,597	24.72%			



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Establishing Accounts



ESTABLISHING AN ACCOUNT

Whether you are renting, a homeowner, or commercial customer you may call our office at 478-988-2754 any time between 8 A.M. and 5 P.M., Monday through Friday, and a representative will establish your account during the telephone conversation. Please call us a minimum of one business day prior to the date you need to begin water service with the following information:

- Name and spouse's name, if applicable
- Address where service is requested
- Mailing address
- Move in or service activation date
- Telephone number
- Driver License number, state of issue and date of expiration

An account activation fee for water and gas service will be assessed to all new utility accounts.



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QUESTIONS



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Department of Economic Development

TO: Mayor and Council

CC: Lee Gilmour, City Manager
Annie Warren, City Clerk

FROM: Robert Smith, Director

DATE: September 14, 2016

RE: Hotel Feasibility Study

As you are aware, staff is actively marketing the Perry community with the goal of attracting businesses, investment, and jobs. One of the primary targets in these efforts is hotels. Feedback from community partners such as the Georgia National Fairgrounds & Agricenter, Perry Area Convention & Visitors Bureau, Perry businesses, and visitors to our community has made it clear that Perry is lacking in quality hotel rooms.

Hotel inventory data supports the idea that Perry is lacking in quality hotel rooms. Currently, 62% of hotel rooms in Perry (1,020 of 1,651 total rooms) are “economy” hotel rooms. The ideal percentage is closer to 20% economy hotel rooms. The City is losing hotel room stays and tax/tourism dollars to neighboring communities that have the level of hotel rooms desired by travelers and business people. Further, Strategy 6.2.1 of the City of Perry Strategic Plan reinforces the community’s need/desire to explore additional hotel options.

Perry needs additional mid to upper tier hotel rooms and we are pursuing a feasibility study in support of our efforts to attract these types of properties. While we as a community think that the demand is there for additional quality hotel rooms in Perry we must have an objective, data-driven feasibility study in place before seriously courting hotel developers. In my meetings with developers up to this point typically the first thing they want to see is a recent feasibility study and the onus is on the community to have one in place. The feasibility study will focus on the following:

- In-depth market research/needs assessment and determination if there is a market for additional hotel rooms in Perry.
- If the market is there, what types of hotel rooms are needed, how many are needed, what types of amenities should these properties offer, and what is the ideal price point for said rooms.
- What types/brands of properties we should be focused on attracting.
- What is the projected need for rooms and room types in the future.
- Occupancy, rate, and revenue projections for hypothetical hotel projects.



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Department of Economic Development

Before continuing with our attraction efforts we must have this study completed. It may turn out that there actually isn't a market for additional rooms in Perry and, while unexpected, this would keep us from "spinning our wheels" and allow our efforts to be focused elsewhere. We have received three (3) study proposals and staff is recommending that we select *Horwath HTL* to move forward with this study at a cost of \$10,500 plus expenses. You will be pleased to know that our partners at Georgia Power also see value in this effort and are committed to contributing \$3,000 towards the completion of the study.

Please let me know if you have any questions or require any further information.



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Department of Economic Development

TO: Mayor and Council

CC: Lee Gilmour, City Manager
Annie Warren, City Clerk
Decius Aaron, Public Works
Catherine Edgemon, Main Street Coordinator
Chad McMurrian, Engineer

FROM: Robert Smith, Director

DATE: September 15, 2016

RE: City of Perry Wayfinding System

The City of Perry community, mostly through the efforts of the Wayfinding Committee, has been exploring for years now the possibility of developing and implementing an updated, concise, and attractive wayfinding system that will bring people, residents and visitors alike, into our community to conduct business, visit, recreate, sightsee, eat, shop, etc. Currently, wayfinding signage in the City is inadequate, inconsistent, dated, and in many cases, nonexistent.

The design and implementation of a wayfinding system was identified as a top priority in the recently updated Perry Strategic Plan and was formalized in the City of Perry Wayfinding Plan adopted in 2015. As it would be prudent and preferable to have any wayfinding signage coincide with the newly established City of Perry Brand, we delayed moving forward with the wayfinding initiative until after the completion of the branding effort.

With our branding effort now in the implementation phase it is an ideal time to move forward with the design and implementation of our long-awaited wayfinding system. There will be two phases to this effort:

1. Wayfinding System Design

Working with a design firm the City will design wayfinding signage and a wayfinding system that meets the needs of the community and adheres to the Perry Brand. This phase will assess our current wayfinding signage, community needs and assets, traffic patterns, and lay out a plan to move forward that will result in an effective and attractive city-wide wayfinding system. This phase will also estimate system costs associated with the fabrication and installation of the signage and phase out implementation as appropriate.



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Department of Economic Development

2. Wayfinding Fabrication and Installation

Once the design and plan is in place, the City will work with a firm to fabricate and install the wayfinding signage in adherence with said designs/plans and in phases as funding is made available.

In working towards the completion of Phase 1, staff solicited proposals through a formal RFP process beginning June 29, 2016. We received three (3) proposals with costs ranging from \$42,025.40 to \$69,000. I was successful in negotiating with the firm that presented the lowest cost proposal, *KMA Design*, to lower the total cost to \$36,338.60. Staff recommends moving forward with *KMA Design* for the completion of Phase 1 of this project.

I have attached some excerpts from *KMA's* proposal including scope of work/cost information and examples from a project of similar scope *KMA* completed for Kennesaw, Georgia.

Please let me know if you have any questions or require any further information.

City of Perry									
Phase 1: Preliminary Design									
Item	Description	\$150.00	\$110.00	\$110.00	\$85.00	\$85.00	\$75.00	Subtotal Hours	Subtotal Costs
		PK	PD	SPM	PC	SGD	GD		
1	Kick-off meeting (Site Visit #1)		2	2	2			6	\$ 610.00
2	Recommend adjustment to existing signage	0.25	0.5	1	2			3.75	\$ 375.00
3	Review existing landscape studies		0.25	0.5	1			1.75	\$ 167.50
4	Coordinate guidelines from local, county, and state agencies	0.25			2			2.25	\$ 262.50
5	Identify routes affected by changes in circulation patterns		2		4			6	\$ 640.00
6	Define recommendations for City aesthetics				2			2	\$ 170.00
7	Create preliminary location plans as part of recommendations		0.5	2	4		5	11.5	\$ 990.00
8	Create preliminary signage schedule as part of recommendations		0.25	1	4		2	7.25	\$ 627.50
9	Prepare grant area analysis documents	0.25		0.5	2.5	1	5	9.25	\$ 763.00
10	Present grant area analysis to the City of Perry (Virtual Meeting)		2	2	2			6	\$ 610.00
11	City of Perry approval to proceed				0.5			0.5	\$ 42.50
Totals:		0.75	7.5	9	26	1	12	56.25	\$ 5,172.50
Phase 2: Design Development									
Item	Description	\$150.00	\$110.00	\$110.00	\$85.00	\$85.00	\$75.00	Subtotal Hours	Subtotal Costs
		PK	PD	SPM	PC	SGD	GD		
1	Develop architectural elements and finishes for design aesthetics	0.25			0.25	0.5		1	\$ 94.25
2	Review City of Perry branding standards	0.25			0.5	0.5	0.5	1.5	\$ 134.75
3	Update location plans		1	2	2		4	9	\$ 800.00
4	Update signage schedule		0.5	1	3		1	5.5	\$ 495.00
5	Create list of sign types	0.25	0.25	0.5	1			2	\$ 205.00
6	Create three (3) general conceptual design options for signage	0.5				2	16	10.5	\$ 1,445.00
7	Prepare schematic design package	0.25		0.5	1	1	1	3.75	\$ 327.50
8	Present schematic design package (Site Visit #2)		1		3		3	7	\$ 590.00
9	Incorporate comments, revise, and re-submit	0.5	0.5		0.5		2.5	4	\$ 340.00
10	City of Perry approval of single design concept				0.5			0.5	\$ 42.50
11	Modify and develop selected design scheme for all sign types	0.25				4	6	12.25	\$ 977.50
12	Update location plans		1	1	2		4	8	\$ 690.00
13	Update signage schedule		0.5	1	3		1	5.5	\$ 495.00
14	Prepare full-scale mock-ups, samples and prototypes for tests, visibility and materials			1	2	1		4	\$ 345.00
15	Develop sign-type plan	0.25	0.25	1	1	1		3.5	\$ 345.00
16	Develop management and maintenance plan			1	1	2.5		4.5	\$ 402.50
17	Provide statement of probable costs for sign system implementation	0.5	0.5	1	2	1		5	\$ 495.00
18	Prepare design development package			0.5	1	0.5	2	4	\$ 332.50
19	Present design development package (Site Visit #3)		1	2	2		6	6	\$ 610.00
20	Incorporate comments, revise, and re-submit	0.25	0.25	0.5	2	1	4	8	\$ 675.00
21	City of Perry approval to proceed				0.5			0.5	\$ 42.50
22	Finalize signage details and specifications	1		2	1	2	6	14	\$ 1,270.00
23	Obtain final approval from local regulatory agencies		0.5	0.5	2			3	\$ 280.00
24	Prepare 50% construction document package			0.5	1	1	2	4.5	\$ 375.00
25	Hold virtual conference to present 50% construction document package	1	1	2	3	2		7	\$ 725.00
26	Incorporate comments to design, location, and messaging as needed	0.25	0.25	0.5	2	2	4	9	\$ 740.00
27	Prepare 90% construction document package			1	2	1	2	6	\$ 515.00
28	Update 90% construction document package	0.5	1	1	1	1		4.5	\$ 445.00
29	Incorporate comments accordingly	0.5	0.25	1	1	1	4	8.75	\$ 742.50
30	Prepare final details and construction document package	1	1	1	2	2	5	13	\$ 1,170.00
31	Prepare final cost analysis		1	2	2			5	\$ 500.00
32	Update 100% construction document package for final approval	0.25	0.5	0.5	2	0.5	2.5	6.25	\$ 547.50
33	Incorporate comments, revise accordingly, and submit final deliverable				0.5			0.5	\$ 42.50
34	City of Perry approval			0.5	0.5			1	\$ 97.50
Totals:		7.75	12.25	27.5	47	29	73	194.5	\$ 17,470.00
Phase 3: Construction									
Item	Description	\$150.00	\$110.00	\$110.00	\$85.00	\$85.00	\$75.00	Subtotal Hours	Subtotal Costs
		PK	PD	SPM	PC	SGD	GD		
1	Develop bid form	0.25		2	1			3.25	\$ 342.50
2	Prepare invitation to bid and coordinate with the City's purchasing department		1.5	2	2			5.5	\$ 515.00
3	Answer RFI's		3.5	6	2			11.5	\$ 1,215.00
4	Issue addenda as required	0.25	0.5	1.5	2		0.5	5.75	\$ 550.00
5	Attend pre-bid meeting (Virtual Meeting)			0.5	2			2.5	\$ 235.00
6	Review submissions		0.5	1	2			3.5	\$ 315.00
7	Receive bids and analyze unit costs for accuracy	0.25	0.5	1	2			3.75	\$ 372.50
8	Take a response if received		0.5	0.5	1			2	\$ 195.00
9	Check bidder references	0.25			2			2.25	\$ 207.50
10	Make recommendations on selected bidder		1		3			4	\$ 345.00
11	Review contract				2			2	\$ 170.00
12	Review samples, prototypes, materials		0.5	1	3		2	6.5	\$ 590.00
13	Review shop drawings	0.25		2	1	1	4	9.25	\$ 812.50
14	Obtain signed and sealed structural drawings		2	2	2			6	\$ 610.00
15	Approve payment requests				0.5			0.5	\$ 42.50
16	Approve change order requests	1	1	1	1			4	\$ 455.00
17	Weekly progress conference calls			4	2			6	\$ 610.00
18	Document deliveries, changes, schedule compliance		1		2			3	\$ 280.00
19	Obtain re-evaluation to ensure compliance with schedule		2		2			4	\$ 390.00
20	Develop punch list (Site visit #4)	1	1	1	1			4	\$ 455.00
21	Project Closeout		1	1	1			3	\$ 285.00
Totals:		0.5	7	14.5	30.5	0	0.5	32	\$ 3,042.50
Totals for Phases 1-3:		9	26.75	51	111.5	30	85.5	294.75	\$ 31,655.00
								Expenses: \$ 4,682.60	
								Net To Be Paid: \$ 31,230.60	



CITY OF PERRY APPROACH AND SCOPE

KMA's rich history of successful project management has resulted in all projects being completed both on time and on budget. Custom design and functionality will be combined to create sign systems that will expand with time, while maintaining a unique graphic palette that supports the image, architecture, and local vernacular of the City of Perry, Georgia.

The City should implement a signage system with a consistent design to improve branding efforts and provide better direction to local attractions. Infrequent visitors and even residents should be clear on what the best approach is along the area's major transportation corridors to reach bicycle routes, destination parking, or pedestrian pathways leading to desired destinations. Depending upon where one enters Perry, a plan will be developed that will simplify the flow of traffic taking into consideration multiple modes of transportation while identifying districts, key destinations, and parking through existing travel routes.

It is the perimeter around Perry where first impressions and experiences begin. The initial contact that the signage system has with travelers should create a welcoming sense of arrival and begin the process of associating the gateway sign types with other sequential directional signs. When entering Perry there are several welcome / entrance locations available to identify that one has entered the City. Currently there are red and white highway-type signs that indicate the City line. As many of the roads these appear along are wooded, the color and size makes them difficult to notice or read.

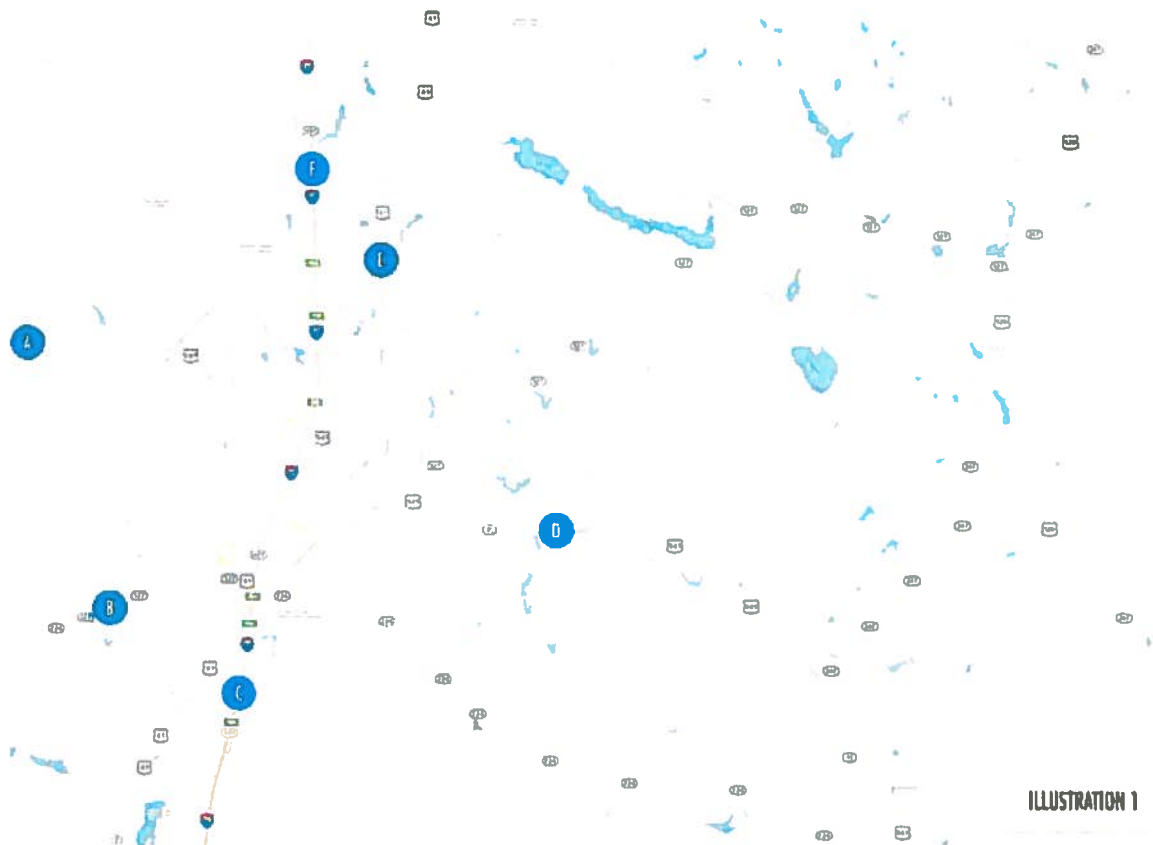


ILLUSTRATION 1





CITY OF PERRY APPROACH AND SCOPE

Moving deeper into the heart of Perry, decision nodes will be identified in the development of message hierarchies to identify points of interest. Consistent sign types should be used for all destinations that are highlighted in the directional signs. The Georgia National Fairgrounds and Agricenter, Perry Reeves Arena, Georgia Department of Natural Resources, Cherokee Pines (formerly Perry Country Club), Rozar Park, Creekwood Park, Rotary Centennial Park, Fair Harbor RV and Campground, Guardian Centers of Georgia, Perry-Houston County Airport, Business District and other key destinations would be identified.





Phased Approach

A detailed outline of the proposed approach follows. Proposed are three phases to correctly accomplish the tasks and project goals outlined in the solicitation. The tasks associated with Phase I - Analysis/Design Development, Phase II - Construction Documents and Phase III – Bidding/Construction Administration highlight KMA Design's approach to a project of this scope. Each task is suggested to reach the ultimate goal for the project. Items outlined in the RFP are included along with individual tasks that the team deems necessary to the success of the project.

Phase I: Analysis and Program Development

- Review history of the community
- Kick-off meeting to define wayfinding system goals, budget and schedule (Site Visit #1)
- Complete photographic inventory of existing signage
- Document existing conditions of signage, including, but not limited to city, state, county directional signage, city limits signage, destinations etc., for all modes of transportation
- Distribute surveys to City staff, community members, other stakeholders, local government officials and business owners to assess general geographic and environmental conditions, community values, vehicular traffic movements, foot traffic patterns, public parking circulation patterns, bicycle routes, architectural and streetscape styles, and the location of key landmarks, attractions and amenities
- Assess feedback from surveys
- Recommend existing signage that should be removed, replaced, relocated and/or consolidated
- Review existing infrastructure studies and other relevant documents as part of recommendations
- Review and organize guidelines from local ordinances, zoning codes, sign regulations and relevant reference materials as related to City, County and State requirements, including GA DOT and Federal standards (MUTCD)
- Identify routes that will be affected by changes to future construction and circulation plans
- Define nomenclature, terminology and hierarchy to describe districts, destinations, and directional wording
- Create preliminary location plan and message schedule as part of potential recommendations. Recommendations are not to be considered final but to act as an illustration of what sign types could be used to identify key attractions in relief of shortcomings identified by the analysis.
- Prepare project area analysis document





- Present project area analysis to City of Perry (Site Visit #2)
- City of Perry approval to proceed

Phase 2 System Design Development

- Assess architectural elements, materials and themes to develop design aesthetics for the signage
- Review City of Perry branding standards
- Further prepare preliminary location plans with proper GIS coordinates for proposed signage locations. Site checks will occur to note any problems with conditions of sign locations
- Further prepare preliminary message schedule
- Create list of sign types
- Based on the sign type list and recommendations for the design criteria, create three (3) design concepts including gateway signage, vehicular directionals, pedestrian pathfinders, district banners, kiosks, and destination markers for agreed upon amenities
- Prepare design package
- Present design package to the City of Perry (Site Visit #3)
- City of Perry approval of single design concept
- Modify and develop the chosen design scheme for all sign types
- Begin coordination with local regulatory agencies and GA DOT
- Update location plans
- Update message schedule
- Prepare full-scale mock-ups, samples and prototypes for scale, visibility and materials
- Update location plans and message schedules accordingly
- Detail mounting methods
- Develop phasing plan
- Develop management and maintenance plan
- Provide statement of probable costs for fabrication, installation and maintenance of the wayfinding system
- Prepare design development package
- Present design development package to City of Perry for evaluation and feedback (Site Visit #4)
- Incorporate comments from City of Perry into design package and re-submit
- City of Perry approval

Phase 3: Pre-Production

- Finalize signage details for functional aspects of program including size, materials, contrasts, nomenclature, typography, symbols, hardware, placement, construction details, mounting methods and installation





- Obtain final approval from local regulatory agencies
- Prepare 50% construction document package
- Hold virtual conference to present 50% construction document package
- Incorporate comments to designs, update location plans as needed, update message schedule as needed
- Submit 90% construction document package
- Incorporate comments into final construction document package
- Prepare final details describing materials, products, submittals, coordination, execution, quality assurance, installation, etc.
- Prepare final cost analysis
- Submit 100% construction documents for final approval
- Incorporate City of Perry comments into construction document package and submit final deliverable
- City of Perry approval.

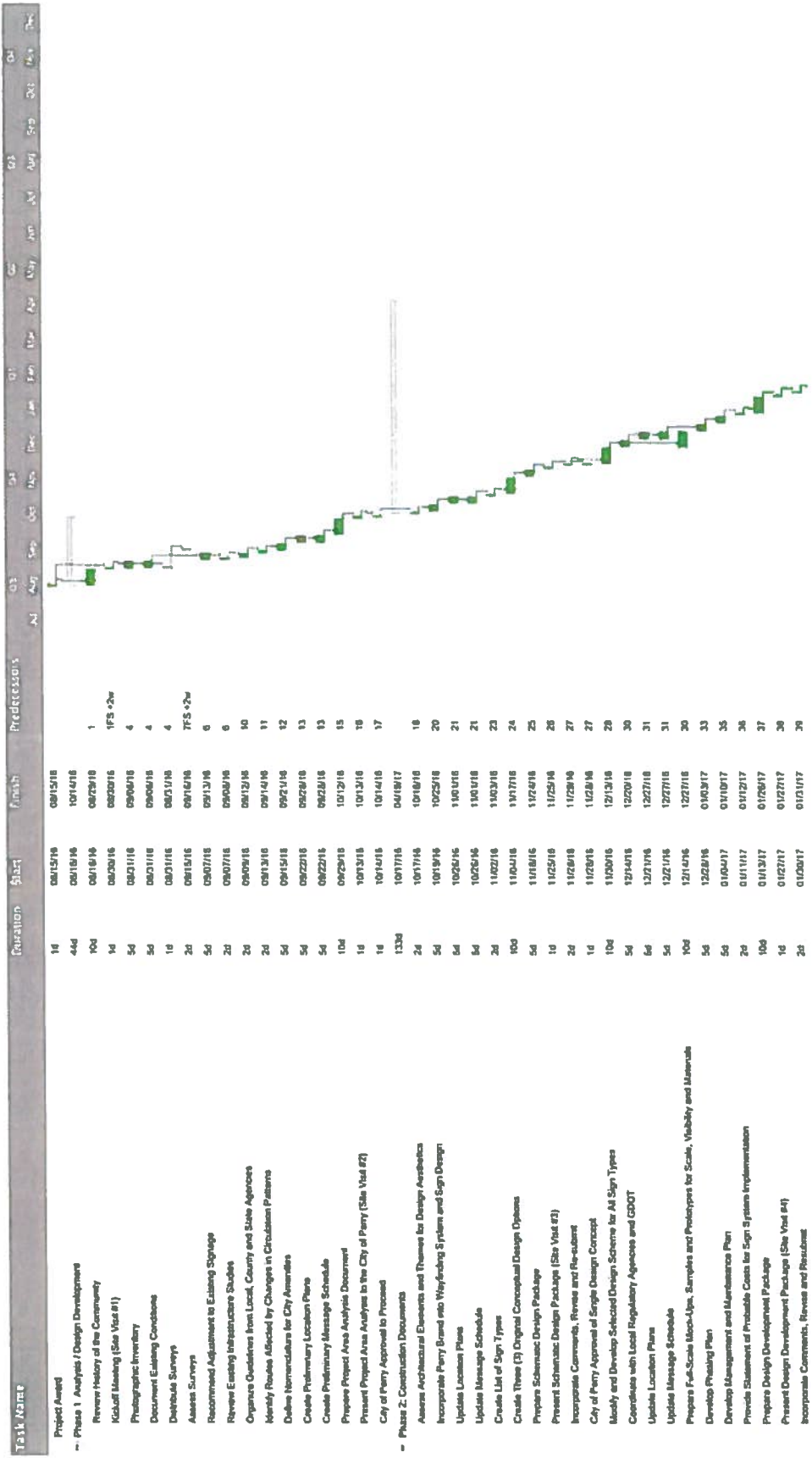
Phase 4: Implementation

- Develop Bid Form
- Prepare Invitation to Bid and coordinate with the City's purchasing department
- Answer RFIs
- Issue Addenda as required
- Attend pre-bid meeting (Site Visit # 5)
- Review substitutions
- Receive bids and analyze unit costs for accuracy
- Value engineer if required
- Check bidder references
- Make recommendations on selected bidder
- Review contract
- Review samples, prototypes, materials
- Review shop drawings
- Obtain signed and sealed structural drawings
- Approve payment requests
- Approve change order requests
- Weekly progress conference calls
- Document decisions, changes, schedule compliance
- Observe installation to ensure compliance with schedule
- Develop punch list (Site Visit #6)
- Project Closeout



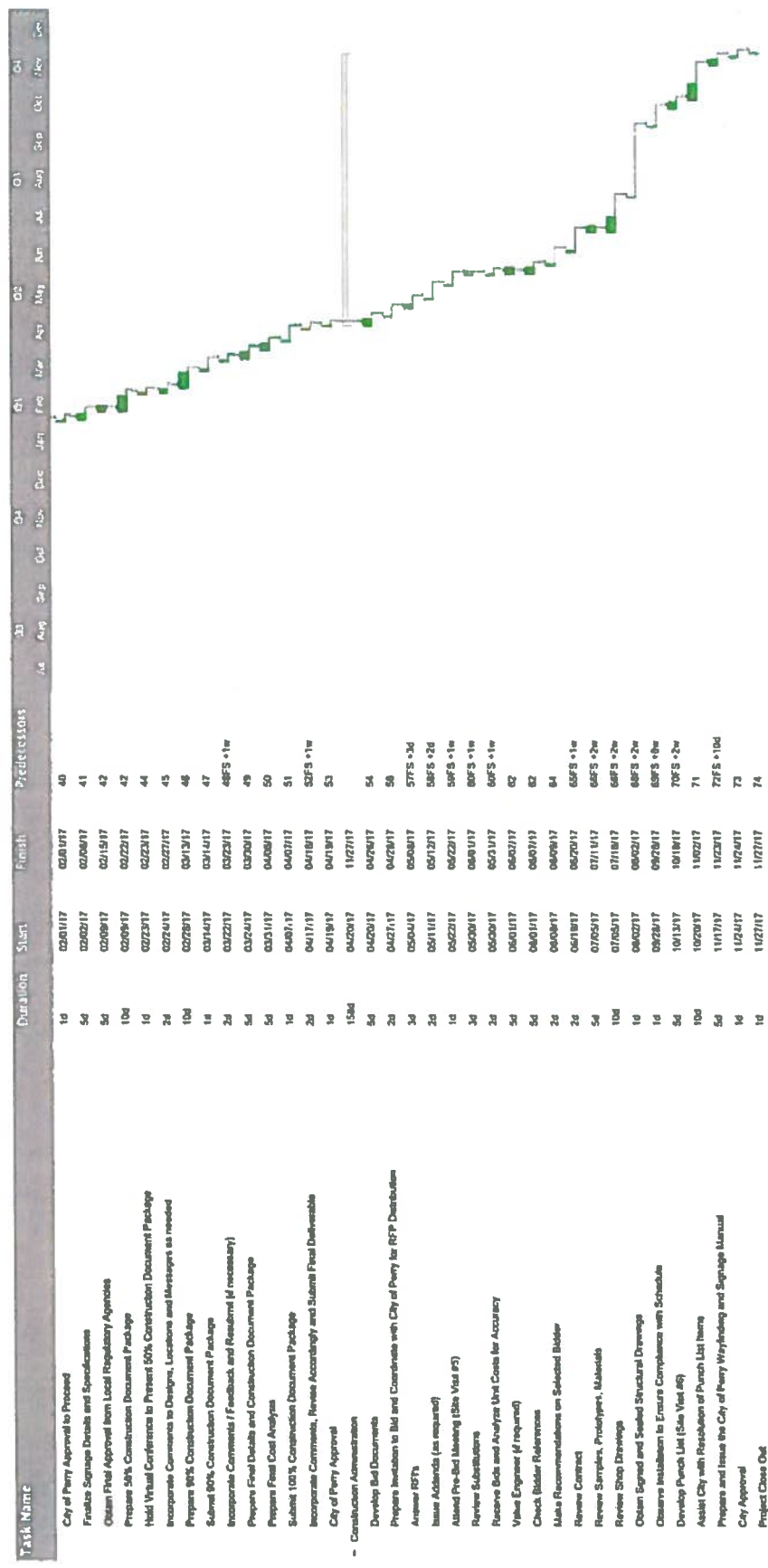


CITY OF PERRY PROJECT APPROACH





CITY OF PERRY PROJECT APPROACH



"Breathing Life into Cold Structures"

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CITY OF KENNESAW

KENNESAW, GA

Just outside of Atlanta sits the City of Kennesaw, GA, home of the “General”, an infamous Civil War steam engine stolen by the Yankees in an attempt to cut off all communication to the South. Telegraph lines were cut along the way during the heist only to be foiled by the owner of the train, John Fulton, who hunted down the robbers and single-handedly halted what could have been a military disaster for the Confederate States

Kennesaw sought to celebrate the history of the city, once known as Big Shanty, by engaging in a city-wide wayfinding and signage program. The signage is intended to pull visitors off the highways and from other Civil War historic sites, such as the Kennesaw Mountain Battle Field and the heart of downtown where the Southern Museum of Civil War & Locomotive History and historic train depot are located

The signage has a Southern appeal with the use of color and details found on the historic locomotive. Gold pin-striping, red and black hues highlight the sign construction, while the type is in white to contrast with the background. In addition to the destination signs and directional signs, large gateway signs with full-color LED video message boards were also developed.



DRAWN BY: CHECKED BY:
 MBM 07-25-08 JCF 07-25-08
 ISSUED FOR / DATE
 100% Construction Documents 07-28-08

REVISION NUMBER

DRAWING TITLE
 SECONDARY ENTRANCE IDENTIFICATION

NOTES
 SEE MATERIALS LIST ON GN

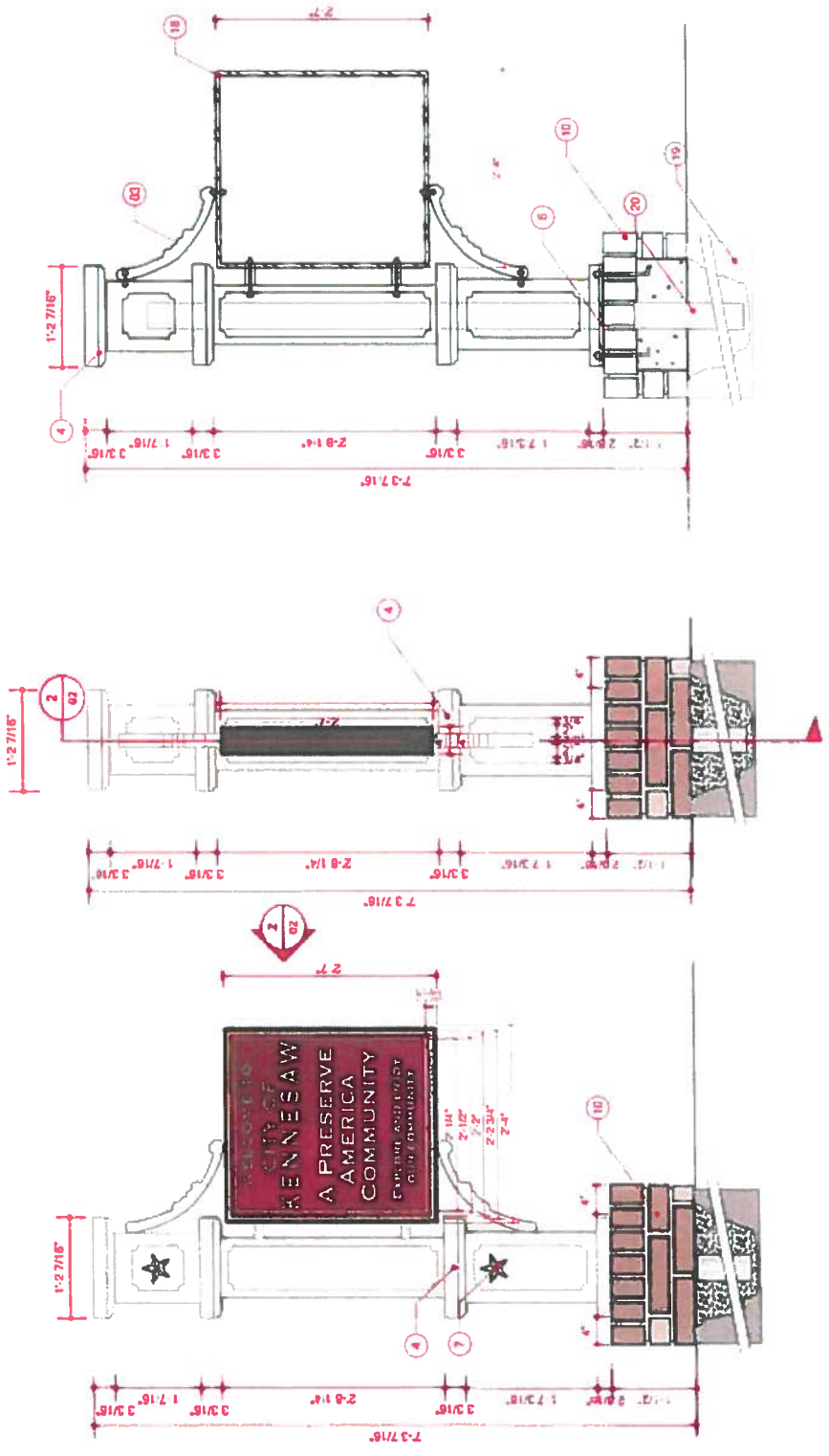
OWNER
 CITY OF KENNESAW, GA

APPROVAL / DATE

PROJECT NUMBER
 2803.03

SIGNATURE SHEET NO
 02 02

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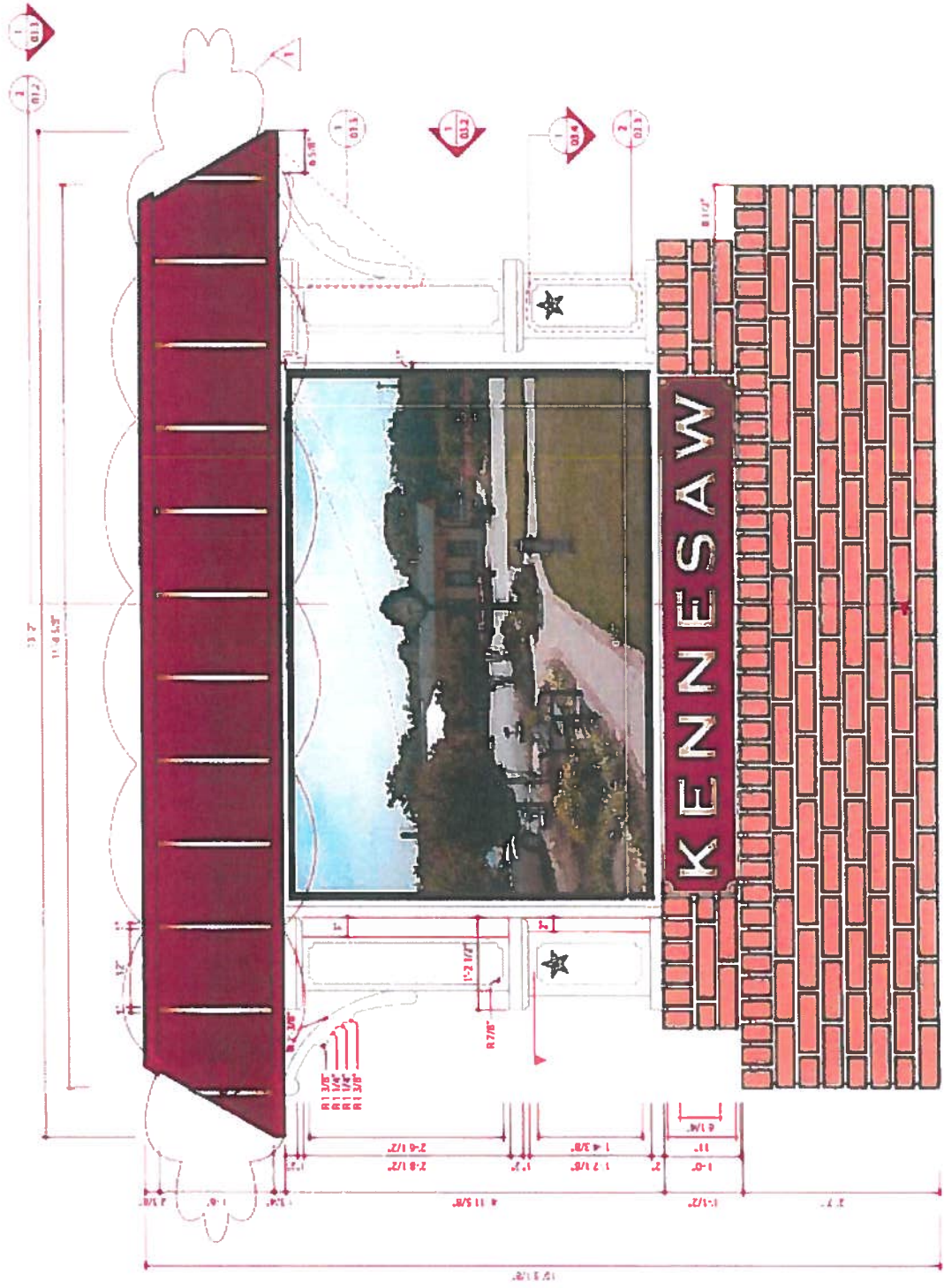


1 CITY SECONDARY ENTRANCE IDENTIFICATION ELEVATION SCALE: 3/4" = 1'-0"
 2 CITY SECONDARY ENTRANCE IDENTIFICATION END VIEW SCALE: 3/4" = 1'-0"
 3 CITY SECONDARY ENTRANCE IDENTIFICATION VERTICAL SECTION SCALE: 3/4" = 1'-0"

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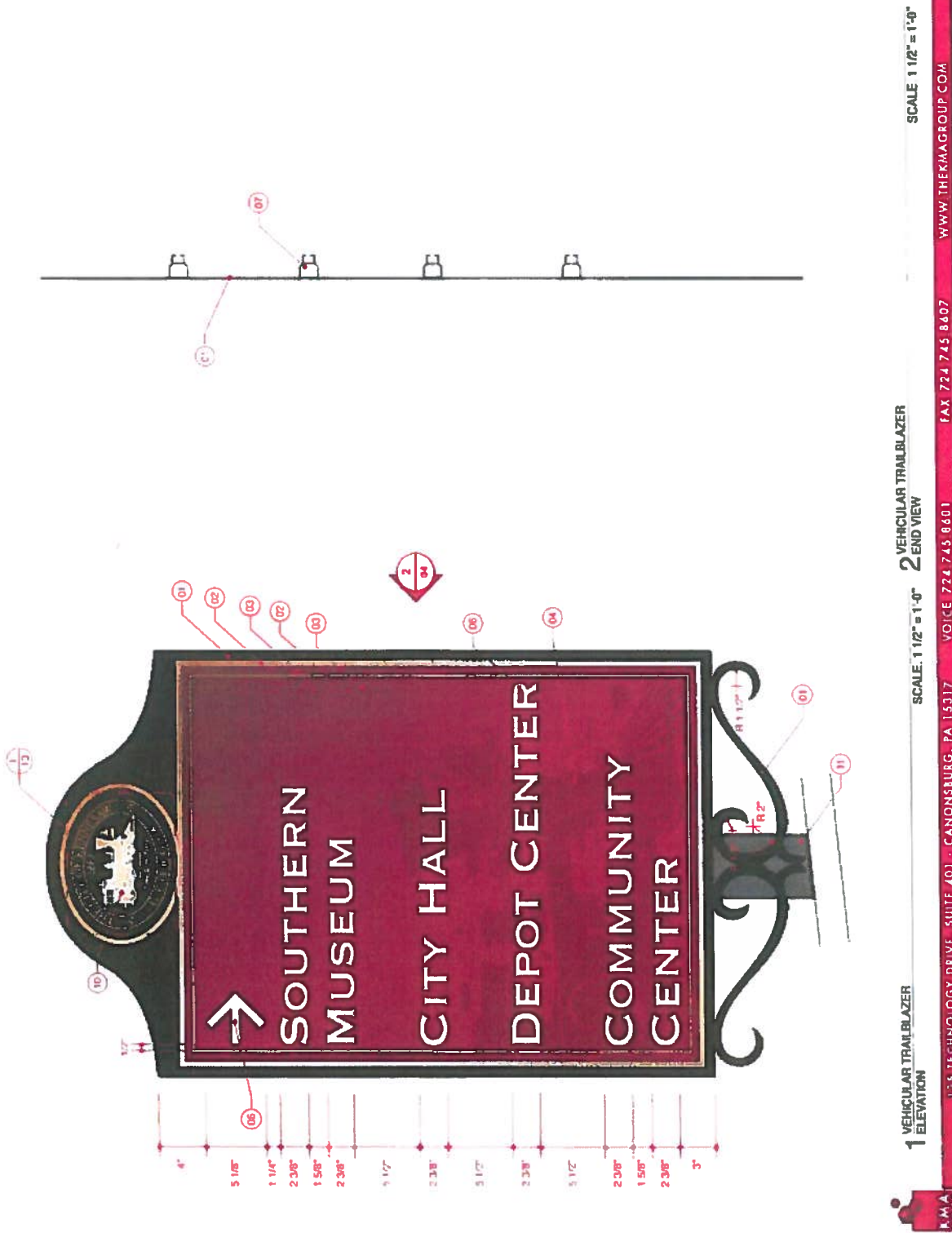


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MMH 12-08-08	JOF 12-08-08
ISSUED FOR / DATE	
100% Construction Documents 12-08-08	
REVISION NUMBER	
12-08-08	
DRAWING TITLE	
MAIN STREET IDENTIFICATION	
NOTES	
SEE MATERIALS LIST ON ON	
GALAXYPHON REVOLUTION™ SCREEN™	
30 MIN 4'8" X 6'7" 3V	
OWNER	
CITY OF KENNESAW, GA	
APPROVAL / DATE	
PROJECT NUMBER	
2803.03	
SIGN TYPE	SHEET NO
03	03
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1 MAIN STREET IDENTIFICATION
ELEVATION
 SCALE: 3/4" = 1'-0"
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AMM 07-25-08	JOF 07-29-08
ISSUED FOR / DATE	
100% Construction Documents 07-28-08	
REVISION NUMBER	
DRAWING TITLE	
VEHICULAR TRAILBLAZER	
NOTES	
01.	12" ALUMINUM PANEL PAINTED TO MATCH MAPS BLACK.
02.	PAINTED TO MATCH MOCO NOBEL SIGN FINISHES COLORMAP METALLIC COLORS 318 BZ.
03.	PAINTED TO MATCH PMS 194C.
04.	IMAGE SURFACE SCREENED TO MATCH PMS 1817C.
05.	NOT SHOWN.
06.	DIE-CUT REFLECTIVE WHITE VINYL.
07.	TAMCO LARGE EXTRUSION BRASS OR SIMILAR GRATING TO BE FABRICATOR. PAINTED TO MATCH MAPS BLACK.
08.	NOT SHOWN.
09.	NOT SHOWN.
10.	ORICAL 181M PREMIUM CAST METALLIC VINYL 622 BRASS.
11.	CAPPED 3" FLUTED POLE WITH OCTAGON SLIP-OVER BASE SHOE.
12.	BACK OF SIGN PANEL SHALL BE PAINTED TO MATCH MAPS BLACK.
13.	MOUNTING APPLICATIONS SHALL BE PERFORMED AS SHOWN BY A STRUCTURAL ENGINEER.
14.	ALL PMS BLACK TO HAVE CLEAR COAT
CITY OF KENNESAW, GA	
APPROVAL / DATE	
PROJECT NUMBER	
2802.01	
SIGN TYPE	SHEET NO
04	04



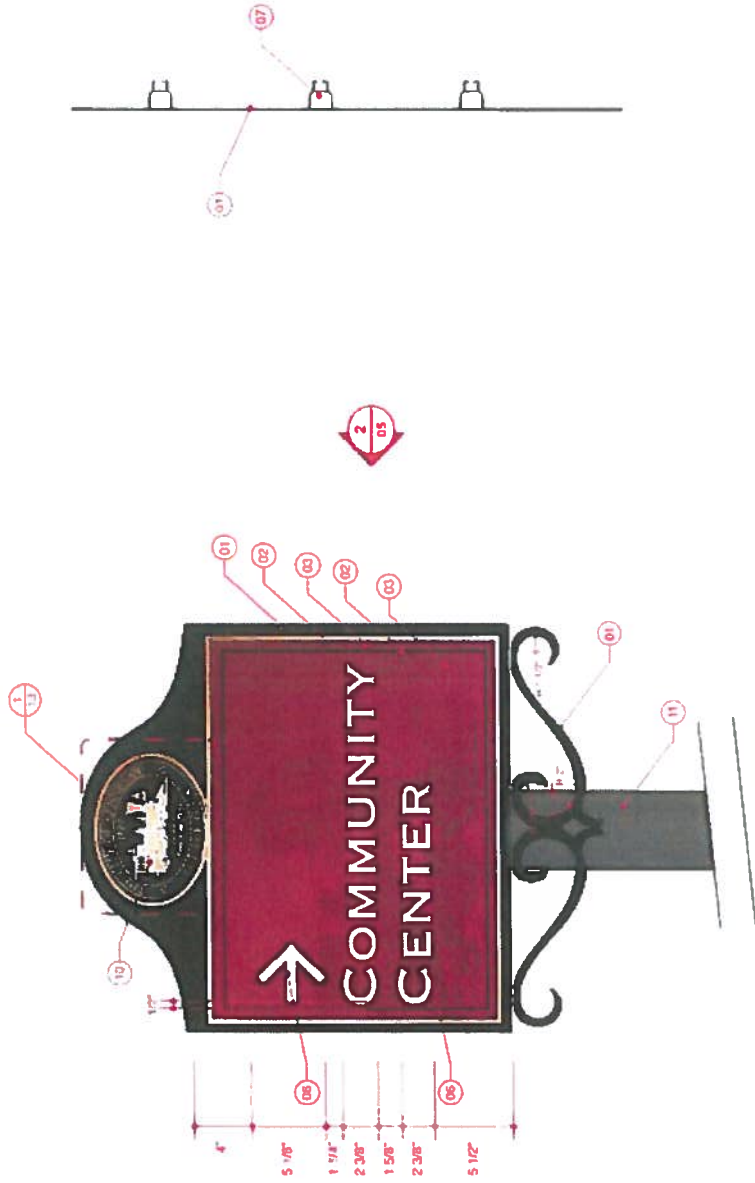
1 VEHICULAR TRAILBLAZER ELEVATION SCALE: 1 1/2" = 1'-0"
2 END VIEW VEHICULAR TRAILBLAZER SCALE: 1 1/2" = 1'-0"
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100% Construction Documents 07-28-08	
REVISION NUMBER	
DRAWING TITLE	
VEHICULAR TRAILBLAZER	
NOTES	
01.	.125" ALUMINUM PANEL. PAINTED TO MATCH MAPS BLACK.
02.	PAINTED TO MATCH ABOVE MORE. BUSH FINISHES COLDWAMP METALLIC COLOR(S) 318 BZ.
03.	PAINTED TO MATCH PMS 194C.
04.	IMAGE SURFACE SCREENED TO MATCH PMS 1817C.
05.	NOT SHOWN.
06.	DIE-CUT REFLECTIVE WHITE VINYL.
07.	TARCOLANGE EXTRUSION ANAKAS OR SIMILAR. SPACING 100 BY FABRICATOR. PAINTED TO MATCH MAPS BLACK.
08.	NOT SHOWN.
09.	NOT SHOWN.
10.	CRITICAL BUSH PREMIUM CAST METALLIC VINYL 822 BRASS.
11.	CAPPED 3" FLUTED POLE WITH OCTAGON SLIP-OVER BASE SHOE.
12.	BACK OF SIGN PANEL SHALL BE PAINTED TO MATCH MAPS BLACK.
13.	ILLUSTRATING APPLICATIONS SHALL BE REVIEWED AND APPROVED BY A STRUCTURAL ENGINEER.
14.	ALL PMS BLACK TO HAVE CLEAR COAT
CITY OF KENNESAW, GA	
OWNER	
CITY OF KENNESAW, GA	
APPROVAL / DATE	
PROJECT NUMBER	
2802.01	
SIGN TYPE	
04	
SHEET NO.	
04.2	



1 VEHICULAR TRAILBLAZER (2 PANEL) ELEVATION
 SCALE: 1 1/2" = 1'-0"
 2 VEHICULAR TRAILBLAZER END VIEW SCALE: 1 1/2" = 1'-0"

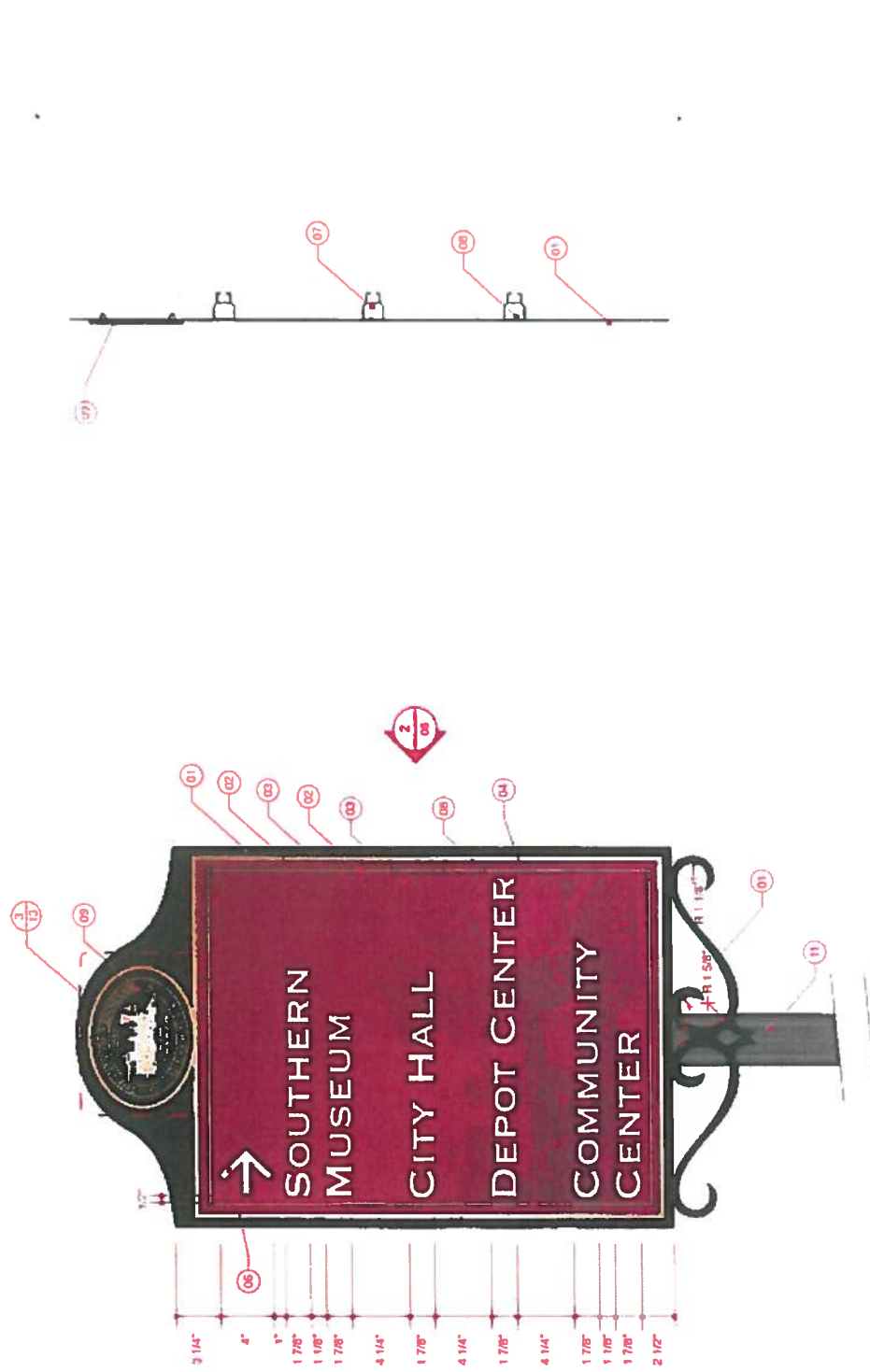
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100% Construction Documents 07-28-08	
REVISION NUMBER	
DRAWING TITLE	
SMALL VEHICULAR TRAILBLAZER	
NOTES	
01.	125" ALUMINUM PANEL PAINTED TO MATCH MAPS BLACK.
02.	PAINTED TO MATCH ANDO NOBEL SIGN FINISHES COLOR/MAP METALLIC COLORS 316 BE.
03.	PAINTED TO MATCH PMS 194C.
04.	NOT SHOWN
05.	NOT SHOWN
06.	DE-CUT REFLECTIVE WHITE VINYL
07.	TAPCO LARGE EXTRUSION 884-56 OR SIMILAR. SPACING TBD BY FABRICATOR. PAINTED TO MATCH MAPS BLACK.
08.	NOT SHOWN
09.	NOT SHOWN
10.	DRACAL 651M PREMIUM CAST METALLIC VINYL 922 BRASS.
11.	CAPPED 3" FLUTED POLE WITH OCTAGON SLIP-OVER BASE SHOE. BACK OF SIGN PANEL SHALL BE PAINTED TO MATCH MAPS BLACK. MOUNTING APPLICATIONS SHALL BE REVIEWED AND APPROVED BY A STRUCTURAL ENGINEER. ALL PMS BLACK TO HAVE CLEAR COAT
OWNER	
CITY OF KENNESAW, GA	
APPROVAL / DATE	
PROJECT NUMBER	
2802.01	
SIGN TYPE	SHEET NO
05	05



1 SMALL VEHICULAR TRAILBLAZER ELEVATION SCALE: 1 1/2" = 1'-0"

2 SMALL VEHICULAR TRAILBLAZER END VIEW SCALE: 1 1/2" = 1'-0"

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100% Construction Documents 07-28-08	
REVISION NUMBER	
DRAWING TITLE	
PEDESTRIAN DIRECTIONAL	
NOTES	
01	12" ALUMINUM PANEL PAINTED TO MATCH MAPS BLACK
02	PAINTED TO MATCH AGED MOBEI SIGN FINISH COLOR MAP METALLIC COLORS 318 BZ
03	PAINTED TO MATCH PMS 184C
04	IMAGE SURFACE SCREENED TO MATCH PMS 1817C
05	NOT SHOWN
06	DECUT REFLECTIVE WHITE VINYL
07	TAPPOO LARGE EXTENSION PMS 66 DR SAILAN SPACING TUB BY FABRICATION. PAINTED TO MATCH MAPS BLACK
08	NOT SHOWN
09	MATTHEWS BRONZE LOGO DRILLED & TAPPED TO ALUMINUM PANELS WITH LOCKING WASHERS
10	NOT SHOWN
11	CAPPED J FLUTED POLE WITH OCTAGON SLIP-OVER BASE SHOE
*	BACK OF SIGN PANEL SHALL BE PAINTED TO MATCH MAPS BLACK
**	MOUNTING APPLICATIONS SHALL BE REVIEWED AND APPROVED BY A STRUCTURAL ENGINEER
***	ALL PMS BLACK TO HAVE CLEAR COAT
CITY OF KENNESAW, GA	
OWNEP	
APPROVAL / DATE	
PROJECT NUMBER	
2802.01	
SIGN TYPE	SHEET NO
06	06



1 PEDESTRIAN DIRECTIONAL ELEVATION SCALE: 1 1/2" = 1'-0"

2 PEDESTRIAN DIRECTIONAL END VIEW SCALE: 1 1/2" = 1'-0"

X.M.A. ENGINEERS
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REVISION NUMBER

DRAWING TITLE
CITY KIOSK DIRECTORY

- NOTES**
1. 12" TIN ROOF PAINTED TO MATCH PMS 1M C
 2. PAINTED TO MATCH MOORE SIGN FINISHES COLORMAP METALLIC COLORS 318 BZ.
 3. PAINTED TO MATCH PMS 194C.
 4. "BROCHURE HOLDERS ONLINE" TM THIRDFOLD SIZE - 4 1/4" X 9" - BROCHURE HOLDER CONSTRUCTED OF ULX STABLE RIGID ACRYLIC FOR OUTDOOR USE.
 5. TAPCOGAPES ALUMINUM L-BRACKET WITH S-SCROLL 2" S-SCROLL L-BRACKET.
 6. DIE-CUT REFLECTIVE WHITE VINYL.
 7. 12" ALUMINUM PANEL PAINTED TO MATCH MAPS BLACK.
 8. 5" TAPCO FLUTED STEEL POLE PAINTED TO MATCH PMS 1M C
 9. 12" CLEAR NON-GLARE POLYCARBONATE
 10. 1" ALUMINUM ANGLE RETURN PAINTED TO MATCH MOORE SIGN FINISHES COLORMAP METALLIC COLORS 318 BZ. WITH COUNTERSUNK STAINLESS PIG-KOSE SCREWS FABRICATOR TO PROVIDE TOOL

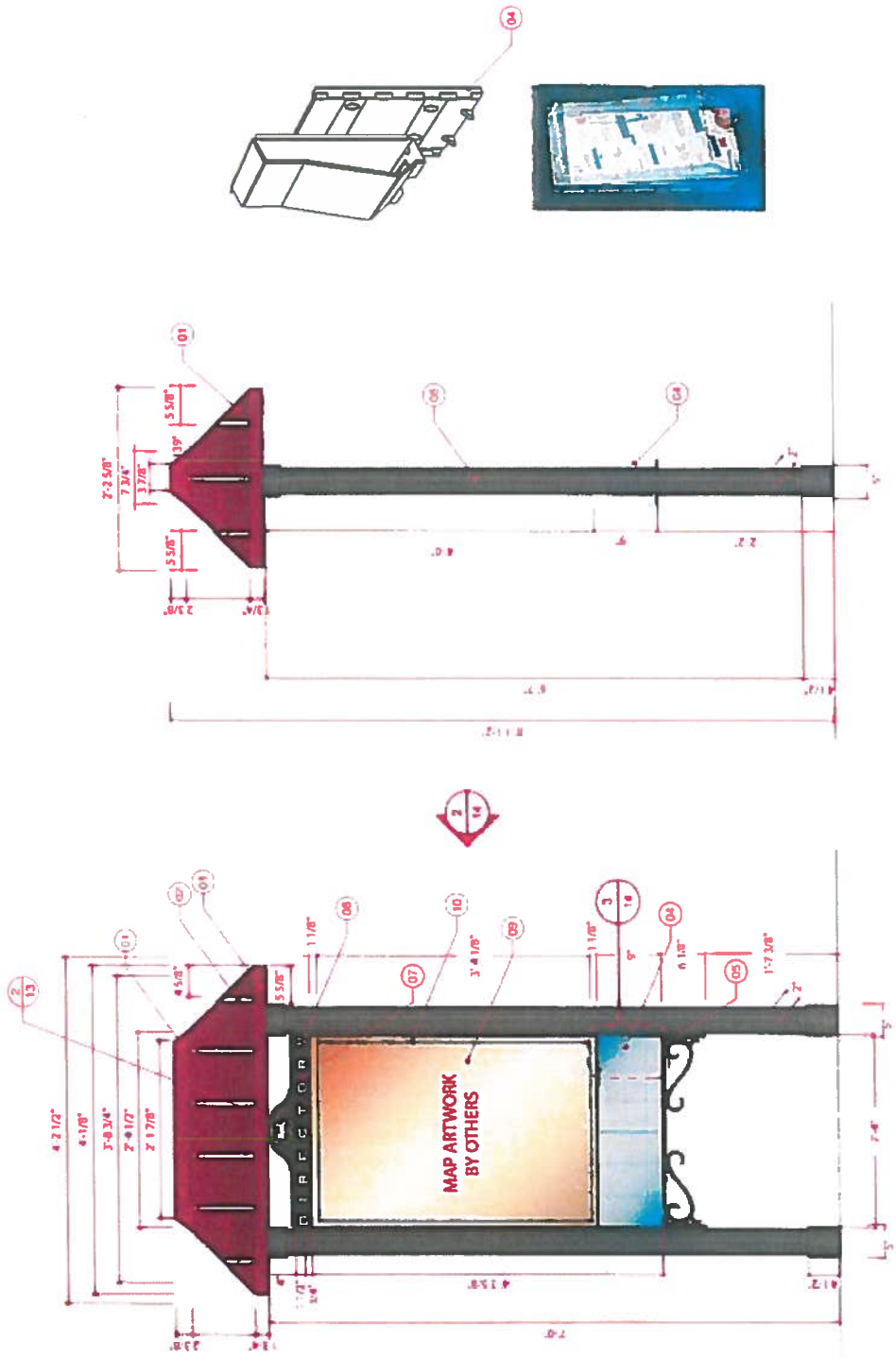
OWNER
CITY OF KINNESAW, GA

APPROVAL / DATE

PROJECT NUMBER
2802.01

SIGN TYPE **07** **SHEET NO** **07**

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1 CITY KIOSK DIRECTORY (DOUBLE SIDED) **ELEVATION** **SCALE: 3/4" = 1'-0"**
2 CITY KIOSK DIRECTORY (DOUBLE SIDED) **2- END VIEW** **SCALE: 3/4" = 1'-0"**
3 CITY KIOSK DIRECTORY **BROCHURE DETAIL** **SCALE: NTS**

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REVISION NUMBER

DRAWING TITLE

PARKING LOT IDENTIFICATION

NOTES

- 01 12" ALUMINUM PANEL PAINTED TO MATCH MAPS BLACK.
- 02 PAINTED TO MATCH AND NOVEL SIGN FINISHES COLOR MAP METALLIC COLORS 318 BE.
- 03 PAINTED TO MATCH PMS 194C.
- 04 IMAGE SURFACE SCREENED TO MATCH PMS 1817C.
- 05 NOT SHOWN.
- 06 ONE-CUT REFLECTIVE WHITE VINYL.
- 07 TAPCO LARGE EXTRUSION 844-96 OR SIMILAR SPACING TUB BY FABRICATOR PAINTED TO MATCH MAPS BLACK.
- 08 NOT SHOWN.
- 09 MATTINGS BRONZE LOGO DRILLED & TAPPED TO ALUMINUM PANELS WITH LOCKING WASHERS.
- 10 NOT SHOWN.
- 11 CAPPED, FLUTED POLE WITH OCTAGON SLIP-OVER BASE SHOE.

OWNER

CITY OF KENNESAW, GA

APPROVAL / DATE

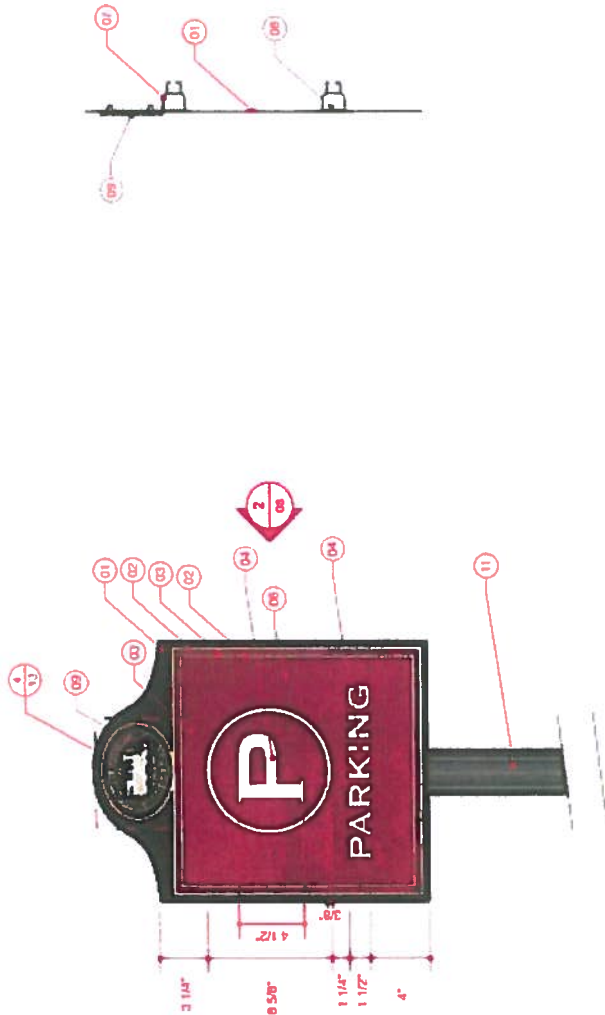
PROJECT NUMBER

2802.01

SIGN TYPE **SHEET NO**

08 **08**

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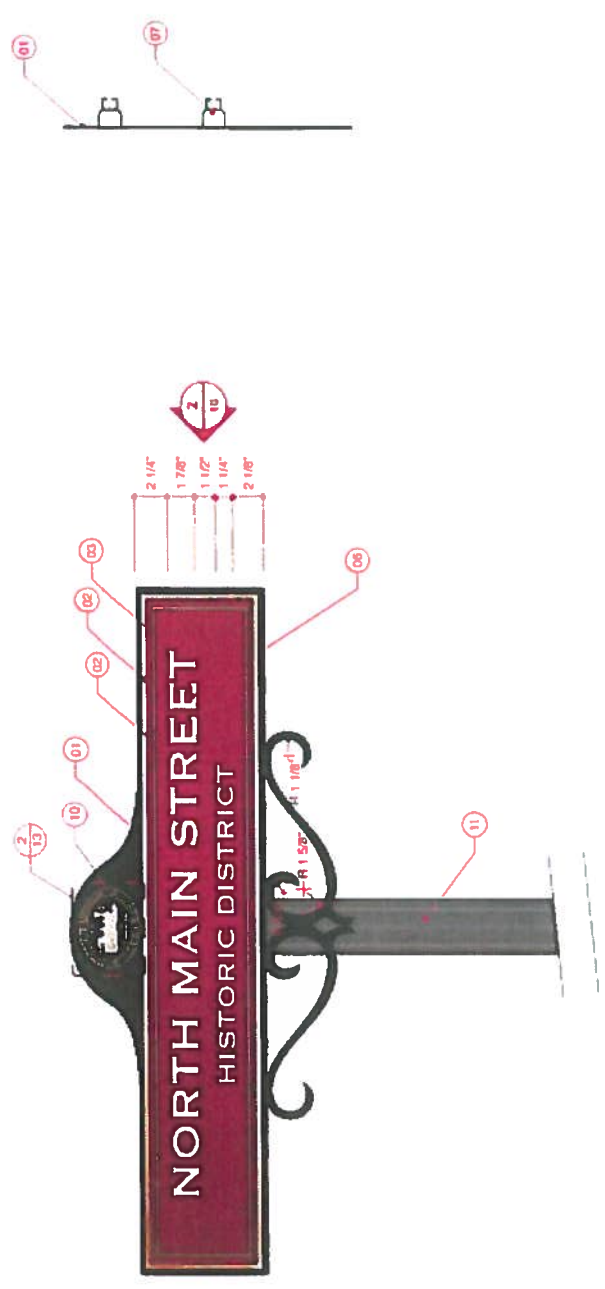


1 PARKING LOT IDENTIFICATION ELEVATION **SCALE: 1 1/2" = 1'-0"** **2** PARKING LOT IDENTIFICATION END VIEW **SCALE: 1 1/2" = 1'-0"**

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100% Construction Documents 07-28-08	
REVISION NUMBER	
DRAWING TITLE	
HISTORIC DISTRICT IDENTIFICATION	
NOTES	
01.	12" ALUMINUM PANEL PAINTED TO MATCH MAPS BLACK.
02.	PAINTED TO MATCH ANDO HOME. SIGN FINISHES COLOR/MAP METALLIC.
03.	PAINTED TO MATCH PMS 194C.
04.	NOT SHOWN.
05.	NOT SHOWN.
06.	DIE-CUT REFLECTIVE WHITE VINYL.
07.	TARGO LARGE EXTENSION BRASS OR SMALL SPACING TUB BY FABRICATOR. PAINTED TO MATCH MAPS BLACK.
08.	NOT SHOWN.
09.	NOT SHOWN.
10.	ORICAL 181M PREMIUM CAST METALLIC VINYL BEZ BRASS.
11.	CAMPED & FLUTED HOLE WITH OCTAGON SLIP-OVER BASE SHADE.
	BACK OF SIGN PANEL SHALL BE PAINTED TO MATCH MAPS BLACK.
	MOUNTING APPLICATIONS SHALL BE REVIEWED AND APPROVED BY A STRUCTURAL ENGINEER.
	ALL PMS BLACK TO HAVE CLEAR COAT.
OWNER	
CITY OF KENNESAW, GA	
APPROVAL / DATE	
PROJECT NUMBER	
2802.01	
SIGN TYPE	SHEET NO
10	10



1 HISTORIC DISTRICT IDENTIFICATION ELEVATION SCALE 1 1/2" = 1'-0" 2 HISTORIC DISTRICT IDENTIFICATION 2 END VIEW SCALE 1 1/2" = 1'-0"

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 100% Construction Documents **06-12-08**

REVISION NUMBER **06-12-08**
 Revision **1**

DRAWING TITLE
STREET IDENTIFICATION

- NOTES**
01. 125" ALUMINUM PANEL PAINTED TO MATCH MAPS BLACK.
 02. PAINTED TO MATCH ANDO HOBEL SIGN FINISHES COLORMAP METALLIC COLOMS 318 BZ.
 03. PAINTED TO MATCH PMS 194C.
 04. NOT SHOWN.
 05. TAPSCAPES ALUMINUM BRACKET WITH 5-SHOLL 27 5-SHOLL 1 BRACKET.
 06. DIE-CUT REFLECTIVE WHITE VINYL FONT; COMPENSATE GOTHIC 2949 HORIZONTAL SCALE 80%.
 07. NOT SHOWN.
 08. NOT SHOWN.
 09. NOT SHOWN.
 10. ORNATE 811M PREMIUM CAST METALLIC VINYL 622 9P4SS.
 11. CAPPED 3" FLUTED POLE WITH OCTAGON SLIP-OVER BASE SHOE.
 12. BACK OF SIGN PANEL SHALL BE PAINTED TO MATCH MAPS BLACK.
 13. MOUNTING APPLICATIONS SHALL BE REVIEWED AND APPROVED BY A STRUCTURAL ENGINEER.
 14. ALL PMS BLACK TO HAVE CLEAR COAT

CITY OF KENNESAW GA

APPROVAL / DATE

PROJECT NUMBER
2802.01

SIGN TYPE **11** **SHEET NO** **11**

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1 STREET IDENTIFICATION **2 STREET IDENTIFICATION**
ELEVATION **END VIEW**
 SCALE: 1 1/2" = 1'-0" SCALE: 1 1/2" = 1'-0"

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AMM 12-05-08	JOE 12-05-08
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100% Construction Documents 12-05-08	
REVISION NUMBER	
REVISION A	12-05-08
DRAWING TITLE	
HOME OF POST AND PANEL	
NOTES	
01.	12" ALUMINUM PANEL PAINTED TO MATCH MAPS BLACK.
02.	PAINTED TO MATCH ANDO NOBEL SIGN FINISHES COLORMAP METALLIC COLORS 316 SL.
03.	INDIVIDUAL REMOVABLE PANEL PAINTED TO MATCH PMS 194C.
04.	TAPPED TO ALUMINUM PANELS WITH LOCKING WASHERS.
05.	CAPPED 3" FLUTED POLE WITH OCTAGON SLIP-OVER BASE SHOE.
06.	ONE-CUT REFLECTIVE WHITE VINYL.
•	BACK OF SIGN PANEL SHALL BE PAINTED TO MATCH MAPS BLACK.
-	MOUNTING APPLICATIONS SHALL BE REVIEWED AND APPROVED BY A STRUCTURAL ENGINEER.
-	ALL PMS BLACK TO HAVE CLEAR COAT.
OWNER	
CITY OF KENNESAW, GA	
APPROVAL / DATE	

PROJECT NUMBER	
2808.02	
SIGN TYPE	SHEET NO.
12	14
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1 HOME OF POST AND PANEL
 ELEVATION
 SCALE: 3/4" = 1'-0"
2 HOME OF POST AND PANEL
 SIDE VIEW
 SCALE: 3/4" = 1'-0"
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ABA 12-05-08 **JOF 12-05-08**
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100% Construction Documents 12-05-08

REVISION NUMBER
12-05-08

DRAWING TITLE
SERVICE ORGANIZATIONAL SIGN

- NOTES**
01. 12" ALUMINUM PANEL PAINTED TO MATCH MAPS BLACK
 02. PAINTED TO MATCH AGED NOBEL SIGN FINISHES COLOR/MAP METALLIC COLORS 310 BZ
 03. PAINTED TO MATCH PMS 194C
 04. TAPPED TO ALUMINUM PANELS WITH LOCKING WASHERS
 05. CAPPED J FLUTED POLE WITH OCTAGON SLIP-OPEN BASE BRACE
 06. DIE-CUT REFLECTIVE WHITE VINYL
 07. EXTERIOR GRADE 1 1/2" ALUMINUM WITH 1/2" DIAMETER HOLES STAGGUR SPACED 12" APART PAINTED PMS BLACK PROVIDED BY MOST POPULAR CO. INC
 08. BACK OF SIGN PANELS SHALL BE PAINTED TO MATCH MAPS BLACK
- MOUNTING APPLICATIONS SHALL BE REVIEWED AND APPROVED BY A STRUCTURAL ENGINEER.
 - ALL PMS BLACK TO HAVE CLEAR COAT
 - INDIVIDUAL ROTARY SIGNS TO BE PROVIDED BY OTHERS

OWNER
CITY OF KENNESAW, GA

APPROVAL / DATE

PROJECT NUMBER
2808.02

SIGN TYPE SHEET NO
14 **16**

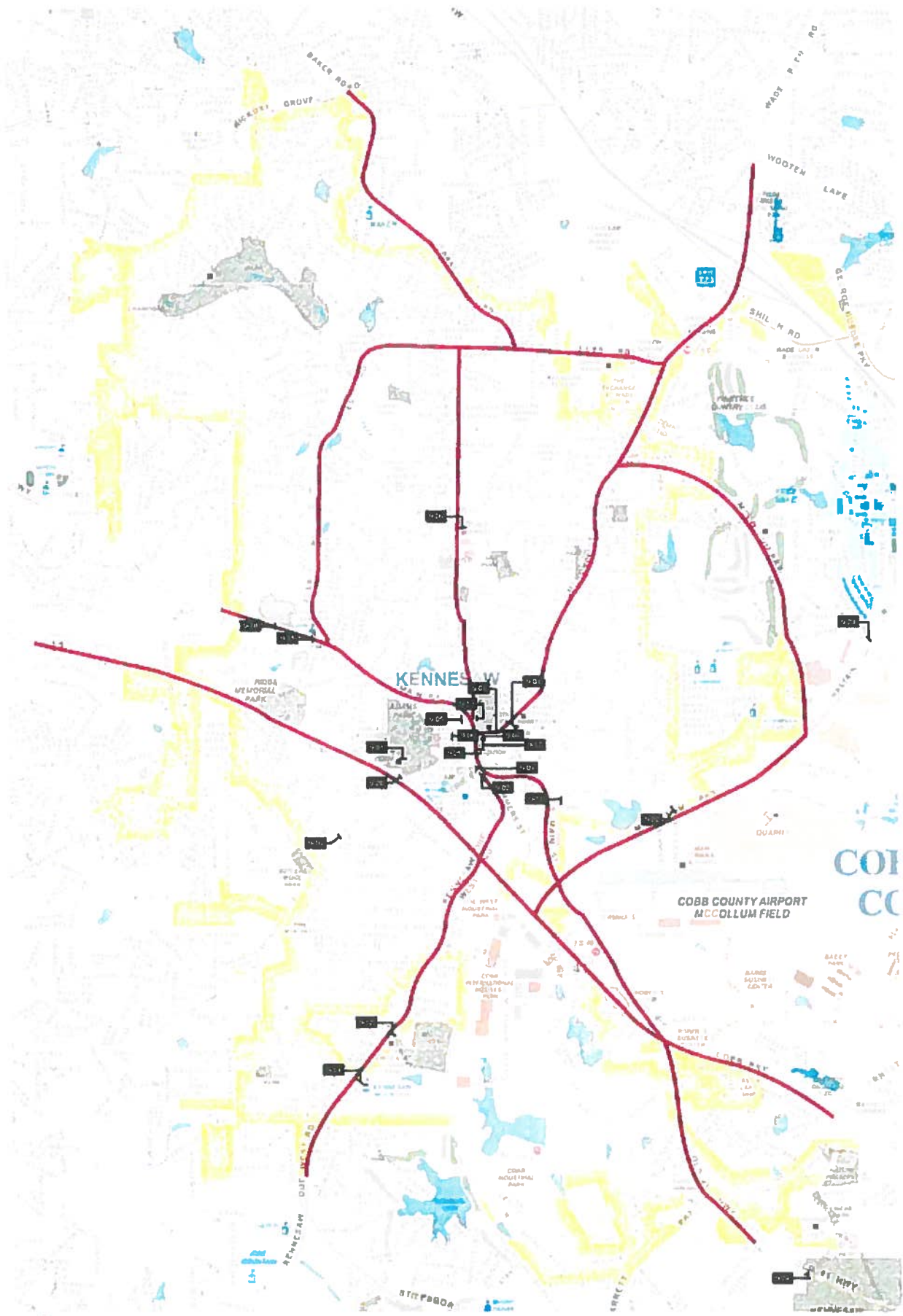
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1 SERVICE ORGANIZATIONAL SIGN SCALE: 3/4" = 1'-0"
1 ELEVATION SCALE: 3/4" = 1'-0"
2 SERVICE ORGANIZATIONAL SIGN SCALE: 3/4" = 1'-0"
2 END VIEW

135 TECHNOLOGY DRIVE, SUITE 401, CANONSBURG, PA 15317 VOICE 724.745.8601 FAX 724.745.8607 WWW.THEKMAGROUP.COM





	135 TECHNOLOGY DRIVE, SUITE 401 CANTONVILLE, GA 30110 TEL 770 745 8401 FAX 770 745 8407 WWW.THEKMAGROUP.COM	CLIENT: CITY OF KENNESAW, GA DESIGN/DEVELOPMENT: 06-07-09 100% CONST./docs: 08-07-09	PROJECT NO.: 2802.01 APPROVAL/DATE:	DRAWN BY: JAB CHECKED BY: JOE DATE: 08-11-09 TIME: 08-12-09	DRAWING TITLE / NOTES: LOCATION PLAN DESTINATIONS	SIGN TYPE: LP	SHEET NO.: 02
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