



Where Georgia comes together.

AGENDA
WORK SESSION
OF THE PERRY CITY COUNCIL
February 6, 2017
5:00 P.M.

1. Call to Order: Mayor James E. Faircloth, Jr.
2. Roll:
3. Items of Review/Discussion: Mayor James E. Faircloth, Jr.
 - 3a. Administration
 1. Audit presentation - Mr. M. Edwards of Mauldin & Jenkins, LLC.
 2. Discussion of a possible solar farm for use at Frank Satterfield Wastewater Treatment Facility – Mr. L. Gilmour.
 3. Consider code enforcement action relative to sewer line repairs – Mr. L. Gilmour.
 4. Discussion of water meter damage – Mr. L. Gilmour.
 5. Consider hiring Slavin Consultants to recruit for the Director of Public Works position – Mr. L. Gilmour.
 6. Review possible 2017 Challenges – Mr. L. Gilmour.
 7. Consider purchase of toters for recycling – Mr. L. Gilmour.
 8. Proposed position adjustments – Mr. L. Gilmour.
 9. Trail paving extension – Mr. L. Gilmour.
 10. Transfer of manufactured house – Mr. L. Gilmour.
 - 3b. Economic Development Department
 1. City of Perry marketing packet – Mr. R. Smith.
 2. Proposed new website for the Department of Economic Development - Mr. R. Smith.

3. PlanFirst program – Mr. R. Smith.

4. Council Member Items:

5. Department Head Items:

6. Adjourn.



Where Georgia comes together.

OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager
DATE: January 25, 2017
REFERENCE: Solar Power for Wastewater Treatment Facility

The City has been approached about installing a solar panel array to provide power for the wastewater treatment facility. The proposal is attached. It has been reviewed by ESG Operations, Inc. and it is in favor of the proposal subject to:

1. Determining annual maintenance costs and extent of maintained plant.
2. Replacement/rebuild cost of solar panels and support infrastructure.

Funding is available through the Georgia Environmental Facility Authority loan program.

If you decide to proceed, a jurisdictional delineation and mapping study would need to be performed costing an estimated \$2,500. The City may have to purchase additional land.

The Administration recommends passing on this project at this time.

Lee Gilmour

From: Bryan Casey <merkelcaffreysolar@gmail.com>
Sent: Friday, December 23, 2016 12:45 PM
To: lee.gilmour@perry-ga.gov
Subject: RE: GEFA Renewable Energy Finance Program & Chatsworth WWTP Case Study
Attachments: GAWP-Value of Owning Solar Summary(Final Cut-2).11-20-2016.doc; 600 KW 20% Grant GAWP (2).pdf; Chatsworth GEFA Case Study.GAWPOperator Magazine.June 2016.pdf; Chatsworth WWTP Solar Production Report.kWh.Aug 2015 - May 2016.pdf; Municipal Solar Case Studies n Hyperlinks(2).6-24-2015.pdf

Lee,

Thank you for taking the time to speak with me yesterday. As we discussed, I was check to see if Perry, GA is interested in looking into the value of solar energy to manage your rising energy costs at your WWTP and WTP facilities. I understand that you recently completed a new WWTP with ESG Engineering. The attached Benefits Summary shows that a 600KW solar power plant will save the City of Perry more than \$40,000 "NET" Year 1. I have been working closely with GEFA and Jason Bodwell for the last three years to develop the GEFA Municipal Renewable Energy Finance Program in GA. Georgia was the first State in the Southeast to have this low interest solar energy/ energy conservation finance program available (100% Financing @ 0.89% P&I w/ 20 year term). I have attached a Benefits Summary of the program with our Financial Model demonstrating the long term energy cost savings and community value\$\$ these projects generate.

The bids for the Baxley RFP on their 600KW GEFA WWTP solar project came in better than expected last month. We have awarded the construction contract on the Baxley project the site has been cleared and graded. Woodbine has been given final approval by their City Council and the GEFA loan has been closed. We are getting ready to take this project out to bid. The City of Jesup had their GEFA Loan aproned in November for a \$1.6M project which we are now taking out for bid. Lee County has filed their GEFA loan application for approval in January. We have 10 more GA cities applying for GEFA financing this coming year for these solar projects. Attached is a copy of the LIMW Chatsworth WWTP Case Study which has been operating for more than 1 year now. They will net more than \$35,000 in energy cost savings Year 1. When the GEFA loan on this Solar Power Plant is paid off in 20 years it will be saving the city more than \$250,000 in operating cost per year. These solar power plants have a 40 year operating life!

I look forward to updating you on the continued cost reductions in solar technology and increased avoided energy savings these projects are generating for communities around Georgia. As you know, GA Power is building more than 2,000 MW/ \$4 Billion of utility scale solar all over GA to mix into the electric grid. The 38MW Fort Stewart solar project is one of the GA Power ASI projects. However, to get the direct benefit of \$0.05 cent per kWh solar energy for 40 years you must Own the solar array. That is why the GEFA solar finance program was created. I will call you to see if you are interested in meeting to discuss the GEFA program further.

Merry Christmas!!

Bryan Casey, MBA

- Senior Municipal Solar Energy Consultant
- Merkel & Caffrey Municipal Solar, LLC
- [\(678\) 516-7555](tel:6785167555)



Solar Array Model 20 Yr Financing and 20% Grant 600 KW Tracking

Physics

| | |
|--|-----------------------|
| Total System Size (watts) | 2016 600,000 watts |
| <u>Electricity Production/Use</u> | |
| Estimated Annual Power Generated (KW-H), Jesup, GA | 1,051,200 kWh's |
| Est. energy consumed annually | 1,852,200 /kWh |
| Approximate % of Electricity Use & Cost Avoided | 57% |

Finance

| | |
|--------------------------------------|---------------|
| Estimated Construction Cost per Watt | \$ 2.50 /watt |
| Annual Growth in electric costs | 3.00% |

Levelized Cost of Electricity (LCOE)

Electricity/(KW-H) from Utility
ARRAY & Electricity 20 yr loan

REBUILT

| | | | Total Savings |
|---------------|----------------|----|---------------|
| TODAY | \$ 0.1010 /kWh | | NONE |
| LCOE 10 YEARS | \$ 0.0687 /kWh | \$ | 485,176 |
| LCOE 20 YEARS | \$ 0.0733 /kWh | \$ | 1,345,697 |
| LCOE 30 YEARS | \$ 0.0569 /kWh | \$ | 3,333,976 |
| LCOE 40 YEARS | \$ 0.0481 /kWh | \$ | 6,108,279 |
| LCOE 50 YEARS | \$ 0.0484 /kWh | \$ | 9,568,615 |

Actual Net System Cost after 1st year

| | | |
|--|---------------------|--------------|
| Total System up front cost (installed) | \$ 1,500,000 | |
| Value of Energy First year | \$ (106,171) | |
| GEFA Principal Forgiveness | \$ (300,000) | |
| Loan Payment (Annual) | \$ 65,521 | 20 Year Loan |
| Actual Net System Cost after 1st year | \$ 1,159,349 | |

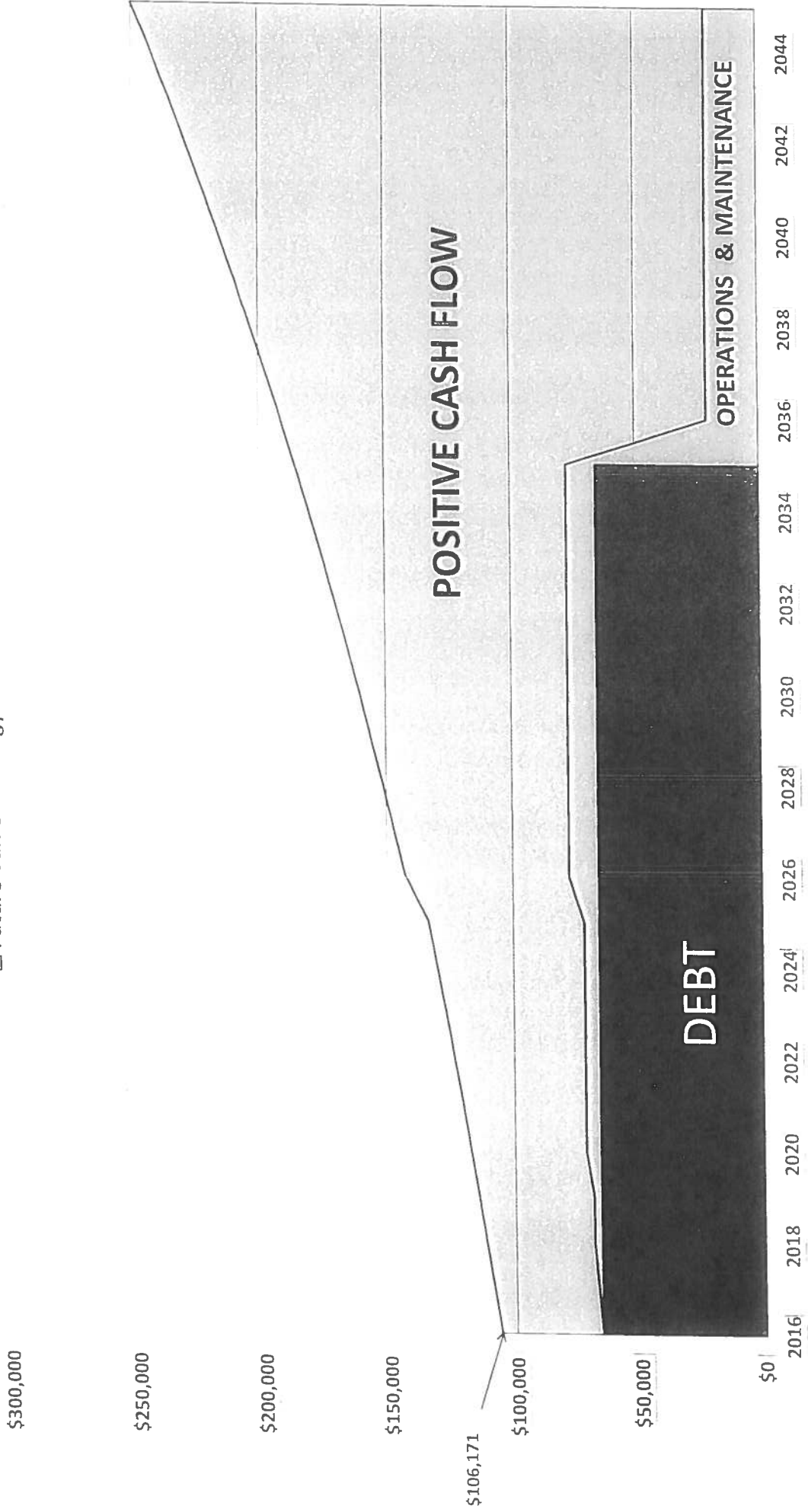
| | |
|---|--------------|
| % System Cost Returned After First Year (ROI) | 22.71% |
| Amount Financed (Total System Cost - 25% Grant) | \$ 1,200,000 |
| Net Avoided Energy Costs 1 Year | \$ 40,651 |

GEFA Financing

| | |
|--|-------------------|
| Loan to Cost (includes GEFA 25% Grant) | 20 Year 75.00% |
| Loan Principal | \$ 1,200,000 |
| Interest Rate (Annual) | 0.89% |
| Loan Term (Months) | 240 |
| Loan Payment (Monthly) | \$ 5,460 |
| Loan Payment (Annual) | \$ 65,521 |

600 KW Tracking Solar Array, \$1,200,000 - 20 year loan@.89% interest

Future Value of Energy
 O&M
 Debt Service



US Municipal Solar Case Studies & Press Releases

I. Municipal Solar Case Studies (US DOE SunShot/ Solar Outreach Education Center):

- 1) **Barnstable (Cape Cod), MA (20MW on 8 Municipal Bldgs. and MSW Landfill, Built 2013-2014):**
http://icma.org/en/icma/knowledge_network/documents/kn/Document/307194/Solar_Case_Study_Barnstable_MA
- 2) **Beaverton, OR (433kw Sexton Mtn WTP, Built 2013):**
http://icma.org/en/icma/knowledge_network/documents/kn/Document/307195/Solar_Case_Study_Beaverton_OR
- 3) **Berea, KY (60kW Municipal Solar Farm, Built 2011):**
http://icma.org/en/icma/knowledge_network/documents/kn/Document/307430/Solar_Case_Study_Berea_KY
- 4) **Cincinnati, OH (1.6MW Solar Parking @ Zoo, Built 2010):**
http://icma.org/en/icma/knowledge_network/documents/kn/Document/307432/Solar_Case_Study_Cincinnati_OH
- 5) **Galena, IL (368 kW WWTP Solar Project, Built 2012):**
http://icma.org/en/icma/knowledge_network/documents/kn/Document/307433/Solar_Case_Study_Galena_IL
- 6) **Nashville, TN (1.2M sq.ft. Music City Center, 211kW Solar Array, Built 2012):**
http://icma.org/en/icma/knowledge_network/documents/kn/Document/307435/Solar_Case_Study_Nashville_TN
- 7) **Asheville, NC (555kW Evergreen Landfill Solar Project, Built 2011; & 1.5 MW Municipal Solar Array @ Biltmore Estates):**
http://icma.org/en/icma/knowledge_network/documents/kn/Document/307438/Solar_Case_Study_Solarize_Ashville

II. Municipal Solar WWTP News Articles:

- 1) **Raleigh, NC (338 kW WWTP Solar Project, Blt. 2012):**
<http://www.raleighnc.gov/home/content/AdminServ/Sustain/Articles/WTPsolararray.html>
- 2) **Cary, NC (1.5 MW WWTP Solar Project, Blt. 2014):**
<http://www.suniva.com/documents/Suniva%20Powers%20South%20Cary%20Water%20Reclamation%20Facility%202014%2006%2003%20Final.pdf>
- 3) **Gresham, OR(419kW, Built 2013):** <http://greshamoregon.gov/city/city-departments/environmental-services/wastewater-division/template.aspx?id=20337>
- 4) **Phoenix, AZ(7.5MW, Built 2012):** <http://cleantechnica.com/2013/01/16/solar-powered-water-treatment-plant-developed/>
- 5) **Pinal County, AZ (1.0 MW, Built 2009):**
<http://archive.azcentral.com/arizonarepublic/local/articles/2009/05/11/20090511pcsolar0507.html>

- 6) **Ridgewood, NJ (Hybrid- Solar+Biogas, Built 2013):** <http://www.biomassmagazine.com/articles/9610/biogas-solar-power-n-j-wastewater-treatment-plant>
- 7) **Somerset, NJ (500 kW, Built 2005):** <http://www.wwdmag.com/new-jersey-american-water-debuts-states-largest-ground-mounted-solar-electricity-system>
- 8) **Morristown, NJ (578 kW, Built 2009):** <http://www.wwdmag.com/solar-modules-help-power-morristown-nj-wastewater-treatment-plant>
- 9) **Ventura County, CA (1.1MW, Built 2013):** <http://www.waterworld.com/articles/2013/01/solar-energy-system-completed-at-ca-wastewater-treatment-plant-.html>
- 10) **Coverdale, CA (1.03 MW, Built 2014):** http://www.sonomawest.com/cloverdale_reveille/news/water-and-wastewater-treatment-plants-go-solar/article_81534aea-5a42-11e4-8ba3-5f3ee400d413.html
- 11) **Boulder, CO (1MW, Built. 2010 - WWTP Solar Project Celebrates 4 Year Anniversary!!):** <https://bouldercolorado.gov/newsroom/aug-26-2014-city-of-boulder-celebrates-four-years-of-solar-power-production-at-the-wastewater-treatment-facility>
- 12) **Grand Junction, CO (498 kW, Built 2012) :** <http://www.gisentinel.com/news/articles/city-to-expand-use-of-solar-power-at-wastewater-pl>
- 13) **Greeley, CO (500kW, Built 2013):** <http://www.greeleytribune.com/news/obituaries/5529586-113/energy-greeley-solar-panels>
- 14) **Kent County, NY (1.2 MW, Built 2012):** <http://www.faydaees.com/Kent-County-Levy-Court/>
- 15) **Fallbrook, CA (600kW, Built 2010):** <http://www.watertechonline.com/articles/wastewater-treatment-plant-goes-solar>
- 16) **Pittsfield, MA (1MW, Built 2010):** <http://www.watertechonline.com/articles/wastewater-treatment-plant-goes-solar>
- 17) **Baltimore, MD (1 MW, Built 2012):** <http://www.wwdmag.com/power-generation/baltimore-energizes-city-solar-installation-back-river-wastewater-treatment-plant>
- 18) **Hamden, CT (1MW, Built 2013):** <http://www.wwdmag.com/connecticut-water-utility-breaks-ground-solar-project>

III. Engineering Studies, White Papers, & Power Points:

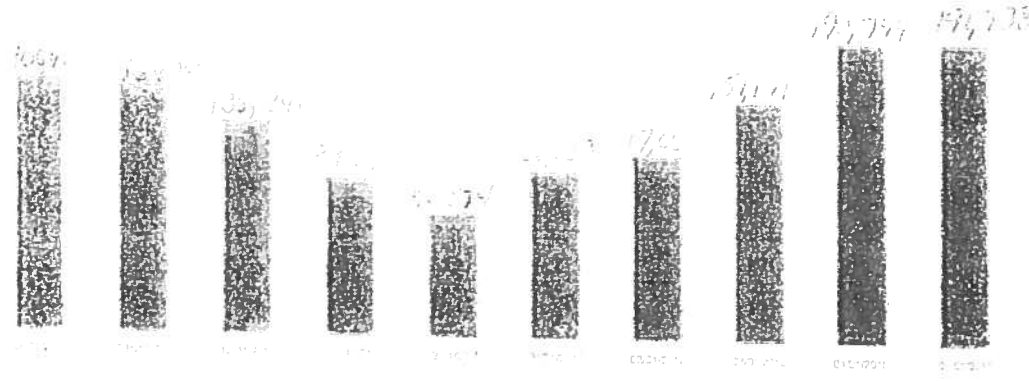
- ❖ <http://water.epa.gov/infrastructure/sustain/upload/Solar-Energy-for-Water-and-Wastewater-Utilities-Step-by-Step-Project-Implementation.pdf>
- ❖ EPA Municipal Solar Energy: <http://water.epa.gov/infrastructure/sustain/goinggreen.cfm>
- ❖ EPA Climate Communities: <http://www.climatecommunities.org>
- ❖ EPA Renewables for Water Utilities(2009): http://www.epa.gov/statelocaleclimate/documents/pdf/background_paper_wastewater_1-15-2009.pdf
- ❖ <http://water.epa.gov/infrastructure/sustain/upload/Solar-Energy-for-Water-and-Wastewater-Utilities-Step-by-Step-Project-Implementation.pdf>
- ❖ Solar Econ Development Tool Kit: http://nare.org/wp-content/uploads/Solar_Development_Toolkit.pdf
- ❖ DOE Sun Shot Solar Outreach Research Center: <http://solaroutreach.org>

Welcome, Chatsworth
Updated May 3, 2016 9:18 AM
Help Log Out

solar

Please build your report

- 1 Report Period:
 - From: 05/01/2016
 - To: 05/31/2016
 - Days: Yesterday, Last 3 days
 - Last 7 days, Last 30 days, All time
- 2 Report Type:
 - Generate
 - Generate & Download
 - Print Report



VALUE

The Georgia

Volume 53, No. 2 - Spring 2016

OPERATOR

OFFICIAL JOURNAL OF THE GEORGIA ASSOCIATION OF WATER PROFESSIONALS

RUNNING ON SUN

A Georgia wastewater
treatment plant goes solar

Georgia Association of Water Professionals
1633 Briarcliff Road, Marietta, GA 30067
E-mail: operator@gaawp.com





Flares Up in Georgia

Local wastewater utility
taking in glow, energy flow,
of sunlight

BY JEREMY BROOKS

Steve Smith joined Chatsworth Water Works Commission (Chatsworth) in 2012 as general manager. One of the first things the more than 20-year veteran of the wastewater industry noticed besides the 31,000 square-foot facility at his helm, was the expanse of land surrounding it ripe for development. Smith, who'd spent the previous quarter century with Dalton Utilities (Dalton), wasn't looking to make a name moonlighting in real estate; his vision for the property involved harnessing power of a different kind: *solar*.

Smith was inspired by a similar scenario from his days at Dalton. When the utility consulted electricity provider Georgia Power (GP) for suggestions on how to save energy, GP pitched the idea of developing a solar array (a field of photovoltaic, PV for short, solar panels) on an unused portion of their property. By offsetting their daily dependency on the energy grid, Dalton could save money on their power bill. They signed a 25-year wholesale purchase agreement with GP to buy back 100% of the power generated by the solar field, while GP in turn leased the land from Dalton on which it would be built. The added bonus to Dalton of saving some green was going green. Solar power would reduce the amount of CO₂ the operation indirectly sent billowing into the atmosphere – in Georgia, electricity is still predominantly derived from burning coal.

The sun becomes a shining star of economic recovery in U.S.

After the U.S. economy bottomed out in 2008, one of the areas of stimulus identified by the Obama administration was development of a robust renewable energy sector, including solar power. While interest in harnessing energy from the sun had flared up in the past, it was the introduction by the federal government of significant tax credits (up to 30%) for businesses and homeowners who installed solar arrays, that finally took the energy source from niche to mainstream. This burgeoning interest in solar power meant the price of solar installations dropped significantly. The sun was becoming a hot – and attainable – energy commodity.

In 2013, the Georgia Public Service Commission (PSC) voted to approve GP's 2013 Integrated Resource Plan (IRP). This document, essentially a roadmap GP must provide every three years to show how it will meet the state's electric demands, included a requirement that 525 MW of their electrical generation come from solar power by 2016. An additional 210 MW would come from GP's Advanced Solar Initiative, increasing their total to 735 MW.

This one-two punch of incentive and directive caused solar to catch on like wildfire. Smith wanted to capitalize on the trend. "I was looking at the property, how to utilize

Mega what?

As part of its electric generation portfolio, Georgia Power has a cumulative installed solar capacity of 735 MW. In layperson terms, how much energy is that? According to the Solar Energy Industry Association's website (www.seia.org/about/solar-energy/solar-faq/how-many-homes-can-be-powered-1-megawatt-solar-energy): "The current national average of homes powered by a [megawatt] of solar photovoltaics is 164." Based on that average, the 735 MW in Georgia could hypothetically supply the needs of 120,540 households.

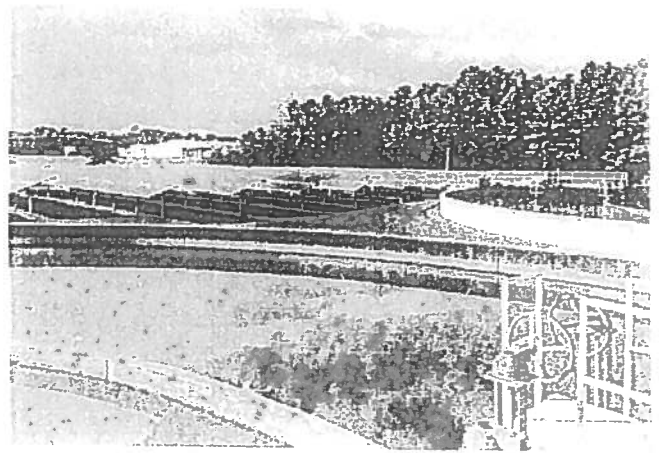
it, and save money by doing so," says Smith. "Getting involved in solar was the first thing that came to mind and this looked like a good area for a solar field."

Field of dreams

To help his idea germinate and get buy-in from the Chatsworth board, Smith started researching best-fit scenarios for his utility and seeking experts in energy provision, financing, and solar field design and installation to help. After engaging some private firms to present numbers and scenarios, Smith attended an event organized by GAWP, where he heard a presentation by GP's Patricia Nardone. With an undergrad degree in electrical engineering and an MBA, Nardone combines technical expertise with business acumen to manage the implementation arm of a business unit within GP dedicated to developing and installing turnkey energy efficiency solutions – anything from energy-efficient bulbs in an office space to solar – for large customers throughout the state, including utilities.

After reviewing the contractor's submission to Chatsworth and identifying some lofty estimates on the financials, Nardone offered GP's services to Smith to help him pin down the parameters of the project, secure the best financing for the solar field build, and find the right installer for the job. Getting all of this pre-emptive work done would take up the lion's share of time and energy – the better part of 2013 through to the first quarter of 2015 – for an installation that would ultimately be completed in a brisk 90 days.

Working with Nardone, Smith determined both the footprint of the solar field (6.5 acres) as well as an appropriate output – about 700 kilowatts (kW) – its main office and wastewater treatment plant would need to run off solar during its daytime hours of operation, which coincided with peak solar hours, between 8 a.m. and 4:30 p.m. Evenings would see the office and plant revert to the grid at a lower energy draw. Smith's original vision factored in Chatsworth's Eton Water Plant as well, but because it runs at full power, 24 hours a day and was a much smaller size at a higher cost per kW, it wasn't a good fit. The additional 300kW factored in for Eton was maintained, creating a total capacity for the solar field of one MW and an opportunity on good solar days to sell power back to GP. Because the solar power generated



was immune to the price fluctuations of energy drawn from the grid, Smith and Nardone were able to determine that over the 25-year lifespan of the solar field, the savings would amount to about \$4 million.

"That didn't include selling back to Georgia Power," notes Smith. "That could mean another \$1 to 1.5 million."

While the pieces of the design puzzle were slotting into place, the same could not be said about the financing. Because Chatsworth is a non-tax paying municipality, they were ineligible for the 30% tax credit offered by the Feds to businesses and individuals. The borrowing rates Nardone discovered were competitive, but not as economical as originally assumed. None of the lenders were willing to structure a deal involving the tax credits for a site that small – they wanted utility-scale solar. Enter Jason Bodwell and the Georgia Environmental Finance Authority (GEFA).

First-of-its-kind funding

In Georgia, and in states throughout the U.S., lending agencies like GEFA exist to provide financing for environmentally friendly projects, like the solar field at Chatsworth. Bodwell, a senior program manager at GEFA who holds a master's in environmental economics, was keen on supporting solar projects in the state. To the self-described "progressive thinker," green projects held a natural appeal. Bodwell thought that utilities – notoriously high energy users, with typically large plots of unused land buffering their operations – would be perfectly positioned to install solar power projects.

"The influx of solar-related jobs [in Georgia] skyrocketed because of [the IRP's 525MW solar requirement]," says Bodwell. "With all this knowledge [about solar] coming in, all these people coming, I asked myself: How do we tap into this?"

The answer turned out to be Chatsworth, a project that would be the first of its kind to be financed by GEFA. Nardone had secured a potential lending rate of around 3% on the roughly \$2.2 million required for the build. GEFA trumped this with a 1.03% loan that had \$300,000 in principal forgiveness built in, lowering Chatsworth's total borrowed dollars to \$1.9 million.

"We recommended they take GEFA funding ... and became project managers," says Nardone.

The learning curve

With the shift in responsibility came a new set of challenges for Smith and Nardone. While many solar installers were flooding into the Georgia market, not as many were well-versed in the nuances of submitting an RFP for a project, or the local laws that governed bids and contractors' licensing, as required by utilities like Chatsworth.

"That was a first for us," says Nardone. "We've not been in a situation before where many contractors didn't comply with the project bid requirements."

Teaching vendors about proper bid submissions, license documentation, and compliance with bid laws was part of a larger learning curve Nardone says GP helped facilitate. Earlier on in the project, Nardone worked closely with GEFA representatives and the local underwriters to help them understand how GP rates work and what kinds of factors would need to be understood to create a clear financing package for the project (e.g., rate structure, electricity escalation rates, actual energy usage, energy savings, etc.).

Right place, right time, right circumstances

In the end, local firm Inman Solar won the bid for Chatsworth's solar field. This not only put a notch in the 'wins' column for the company, as Brian Fitzpatrick, director of project development, recalls, it also demonstrated how investment in solar was helping Americans recover, post 2008.

Fitzpatrick had spent years working for steel construction companies after earning a communications degree. And like many, he found himself looking for his next move after the financial market crash in '08. A vacation, and some soul searching, led to his next step. At the same time, Obama's election platform, which touted renewable energy, struck a chord with Fitzpatrick.

"Renewable energy was a hot topic," says Fitzpatrick. "And I realized I wanted to build fields of solar power – to be responsible for that development."

With a successful bid for the presidency, Obama put the proposed *American Recovery and Reinvestment Act of 2009* in place. This put Americans like Fitzpatrick back to work, and basically razed the historical barriers to widespread interest in solar power, which subsequently boomed.


In it for the long haul

Originally scheduled to expire in 2016, the federal tax credit program for solar was extended in December 2015, to 2021. When asked if that new date spells a sunset for solar, Fitzpatrick dismissed any notions that this was a flash in the pan, comparing solar today to the nascent phase of another icon of American industry: the automobile.


"We're not building factories, we're building an industry," Fitzpatrick states. "Like when the car was invented. It wasn't just some fad." He added in a response to criticism of solar subsidies, a prickly point for Fitzpatrick, by pointing out that no American industry has successfully taken flight – be it airlines, banks or the electrification of America – without government incentives to help get them off the ground.

Today, Inman's three-prong approach of securing incentives for would-be solar clients, finding suitable land for solar fields, and doing the installations, has turned them into one of the largest players, within its niche of residential, commercial, and small-utility scale projects, in the eastern United States according to Fitzpatrick. The company's trajectory, and the traction of solar in general, are validation of Fitzpatrick's belief in renewable energy.

"I've always had the mindset that clean energy was the right choice," he says. "But it was not until we built the industry and lowered the cost that it became the best choice."



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Proactive policies

Helping this successful adoption of renewable power have been progressive decisions made within the State of Georgia, including the aforementioned provision for 735 MW of solar power. The results of this commitment are reflected in the portfolio of an energy provider such as GP, whose corporate communications state:

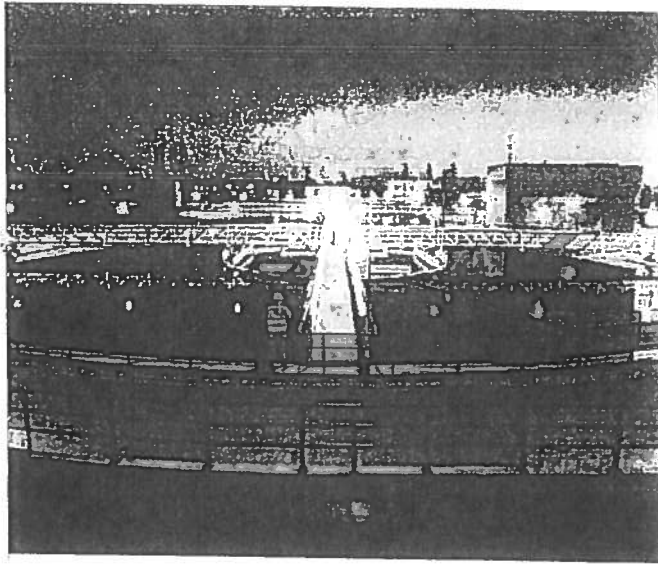
"By the end of 2016, Georgia Power will have nearly 1.5 gigawatts of renewable energy capacity, including solar, wind, and biomass. The company already has the largest voluntary solar portfolio of any investor-owned utility operating without a renewable portfolio standard, as well as one of the largest in the nation."

For GP employees like Nardone, tapping into new sources of renewable energy also brings an element of fun to the workplace.

"I love new technology," she says. "And helping the company help our customers embrace it is where my group gets to build its expertise."

Rubber, meet road

After years of number crunching, readjusting plus a factor in floodplain requirements, and other factors, construction and installation of Chatsworth's solar field was completed in the spring of 2015. Speaking with Smith in December, with the solar field about six months operational, he's optimistic about the bottom-line impact it will have on the plant's operations.

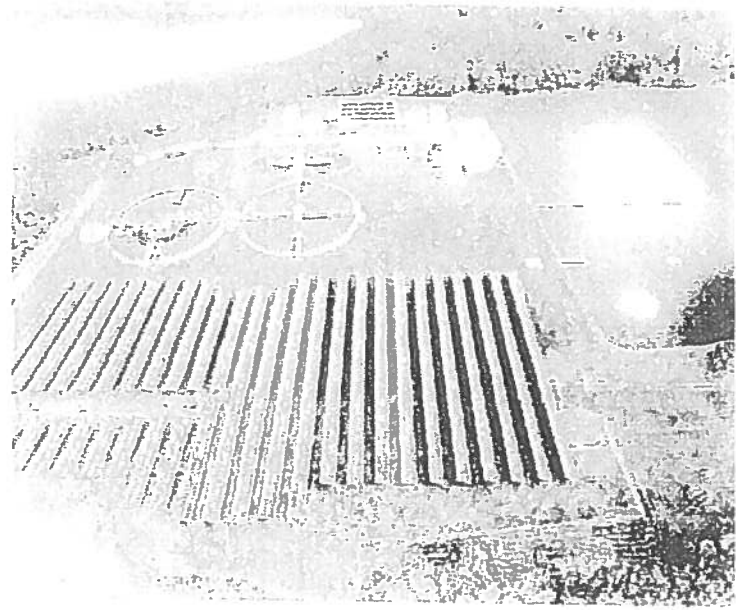


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"I'd anticipate we'd have the project paid off well before the 20-year period [for the GEFA funding]. Then it will generate pure profit on top of that after it's paid off."

Georgia Power did a comparison for Smith of Chatsworth's first three months of operations using solar, versus what it would have been without it. After their monthly payment obligation to GEFA, Smith says they saved \$5,690. Additionally, in that same time frame they sold about \$3,500 in power per month to GP, bringing their total savings over the three-month period to roughly \$16,190.

While dollars and cents saved by Chatsworth can hopefully manifest in savings for its customers going forward, the greening of their operations is about more than that, he contends. Like Dalton, Chatsworth's solar offset is good news for the environment. Over its 25-year lifespan, the solar field will help keep 67 million pounds of CO₂ out of the atmosphere, which is reason enough in itself for the project, according to Smith.

"Even if it wouldn't have been as much of a cost savings, it was worth doing the project for the environmental impact."

Championing an industry

While Georgia and other states like California are leading the adoption of solar power, not all states throughout the U.S. have followed suit. In some cases, according to Fitzpatrick, it's a matter of electricity being too cheap. While in others, it comes down to poor local policy from the state governments and utility regulators. Bodwell says there is a GEFA equivalent in every state. He's using his experience with the Chatsworth project, and his position as treasurer of his industry's national board, to peddle solar to colleagues from coast to coast. "These programs I run here, they exist in every state in the country," says Bodwell. "All my counterparts have the ability to do the exact same thing." By sharing the details of Chatsworth's frontier spirit, he's confident others will soon follow.

"Everyone always lines up to be the first of that second group." ☺



Where Georgia comes together.

OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, ^{LS} City Manager
DATE: January 25, 2017
REFERENCE: Sewer Line Repairs

In the most recent smoke test of sewer lines, several houses were identified as having leaking sewer lines. A list is provided in Mr. Bode's attached January 11, 2017 letter. The Administration recommends Council approves notifying these owners of the need to repair the lines and if not repaired handled as a code enforcement action (contract and bill). If you have any questions, contact me.



January 11, 2017

Mr. Gilmour
City of Perry
City Manager

RE: Smoke Testing Results, Issues on customer's side

Dear Mr. Gilmour:

Per your request, I have reviewed the smoke testing results and identified the addresses that have issues with the sewer service lateral on the customer's side. See list below

- 1703 Sewell Circle- Report states broken service line
- 1301 Jackson Lane- Report states broken service line
- 1326 Jackson Lane- Report states broken service line
- 1325 Jackson Lane- Report states broken service line
- 1523 Houston Lake Road- Report states broken service line
- 1402 Elizabeth Avenue- Report states broken service line
- 1412 Baker Street- Report states broken service line
- 1600 Baker Street- Report states broken service line

Should you have any questions or need additional information, please contact me at (478) 952-3422

Sincerely,

Ryan Bode
Project Manager



January 23, 2017

Mr. Gilmour
City of Perry
City Manager

RE: Water Meter Damage

Dear Mr. Gilmour:

The City of Perry is growing at a rapid pace. With this growth comes new water meter installations at new businesses and homes. Line maintenance personnel install these meters after the frame work for the slab is completed. The water meters are buried in plastic water meter boxes.

Recently we have seen a rise in water meter damages due to contractor negligence. The cost of the water meter is \$177.00 plus \$100.00 in labor to send a crew out to change the meter. In similar situations I believe the City also charges a 50% fee. The building permit holder should be billed for these damages and the City put a hold on the certificate of occupancy until the replacement fee has been paid.

We recommend the City consider adding this item to the City of Perry fee schedule.

Should you have any questions or need additional information, please contact me at (478) 952-3422.

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Bode", written over a horizontal line.

Ryan Bode
Project Manager



Where Georgia comes together.

OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager ^{LG}
DATE: January 25, 2017
REFERENCE: Director of Public Works Position

Your committee has reviewed the candidates for the Director of Public Works position. It is the committee's unanimous recommendation that Council authorize hiring Slavin Consultants to recruit for the position in hopes of getting a wider range of candidates. This recommendation is subject to the current applicants being reviewed by Mr. Slavin and included in the process.



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OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmore, ^{LG} City Manager
DATE: January 3, 2017
REFERENCE: 2017 Challenges

Some of the challenges the City will face in 2017 are:

- Solid waste collection concerning littering, missed customers and commercial recycling.
- Code Enforcement:
 - Commercial fences
 - Auto dealers paving lots
 - Failing housing
- Provision of additional police officers.
- Adequate staffing of new animal housing facility.
- Implementing phase one of parks improvements.
- Possible drought conditions.
- Increasing new construction activity.
- Matching right person for public works director position.
- Electors' expectations.
- Increase in natural gas product costs.
- Addressing results of hotel marketability study.
- Implementing wayfinding signage program.



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OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager ^{LG}
DATE: January 26, 2017
REFERENCE: Recycle Bins

The City has been approached by some of its solid waste residential customers requesting a larger recycling bin. Attached is a price quote. The Administration recommends the City order 30 and provide them as requested provided Advance Disposal will service them.

cc: Mr. T. Ennis

Lee Gilmour

From: Todd Ennis <todd.ennis@perry-ga.gov>
Sent: Tuesday, December 27, 2016 10:26 AM
To: lee.gilmour@perry-ga.gov
Subject: Fwd: Otto Quotation.317 - City of Perry GA (25G Edge Carts)
Attachments: 16-12-23 City of Perry,GA (25G Edge Carts).xls

Mr. Gilmour,

Per your request attached is a quote for the smallest wheeled trash cart Otto manufacturers which could be offered as a option for recycling. The cost for the 25 gallon trash cart is \$35.00 for one or \$3500 for one hundred plus shipping.

Todd Ennis

Sent from my Verizon 4G LTE Droid

----- Forwarded message -----

From: Franklin Shelton <Franklin.Shelton@otto-usa.com>
Date: Dec 23, 2016 3:46 PM
Subject: Otto Quotation.317 - City of Perry GA (25G Edge Carts)
To: todd.ennis@perry-ga.gov
Cc: Heather McClimen <Heather.McClimen@otto-usa.com>

Todd,

Attached is the quote for (100) 25g Edge carts for you. Have a happy holidays!

Thanks,

Franklin Shelton

Franklin Shelton

Otto Environmental Systems

South Atlantic Area Sales Manager

Georgia, Virginia, Tennessee & The Carolinas

Cell: 404-993-6221



Where Georgia comes together.

OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager ^{LG}
DATE: January 10, 2017
REFERENCE: Position Adjustments

Based on the amended FY2017 Budget, there is an additional \$193,200 in property tax and \$63,900 in Insurance Premium Tax income over budget. The Administration recommends Council authorize:

1. The establishment of two (2) full time police officer positions. The projected cost for a year would be \$93,000 and \$23,200 for the remainder of FY2017 plus \$19,000 for outfitting.
2. Reclassify the Stormwater Inspector to Code Enforcement Officer at an annual cost of \$43,500 and FY2017 cost of \$10,900.
3. Change the vacant Stormwater Inspector position to a Stormwater Operations Supervisor at an annual cost of \$42,000 and FY2017 cost of \$10,500.

These adjustments will address your major priorities in FY2017.

If you have any questions, please contact me.



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OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager
DATE: January 25, 2017
REFERENCE: Trail Paving Extension

The City has been approached about paving the portion of White Tail Trail from the end of the boardwalk to the Creekwood Park access point. The estimated cost is \$112,100 and can be paid from SPLOST 12 monies. The Administration recommends Council authorize proceeding with the project.

cc: Mr. K. Dye



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OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager ^{L41}
DATE: February 1, 2017
REFERENCE: Transfer of Manufactured House

Currently the City is taking bids for the purchase and removal of the former animal control administration structure. It has come to the attention of the Administration that the Sheriff of Wilcox County is interested in obtaining the structure to assist persons who have lost their home due to the January tornado.

The Administration recommends Council cancel (reject) any bids for this structure and transfer it to the Wilcox County Sheriff under the following conditions:

- Unit is taken as is
- Sheriff is responsible for moving the structure



Where Georgia comes together.

Department of Economic Development

TO: Mayor and Council

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

FROM: Robert Smith, Director

DATE: January 31, 2017

RE: Marketing Packets

Please find attached the new marketing packets for the City of Perry. Working with redshed creative co., a locally owned business, I have been able to put together an attractive package that utilizes a series of infographics designed to sell Perry to prospective businesses and residents. The packets, geared towards the attraction of retail, restaurants, and hotels, provide information pertinent to site selection decisions in a succinct, consolidated, and attractive manner. These packages will be utilized extensively in the City's economic development efforts and will be provided to our economic development partners in their efforts to promote and market our community.

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

Why do business in Perry?



Top 10 Reasons to do Business in Perry

- 1 ADVANTAGEOUS LOCATION**
 - Premier access to I-75 with four interchanges -- 54,000 vehicles PER DAY travel through Perry on Interstate 75!
 - Major exposition facility, the Georgia National Fairgrounds & Agricenter, brings almost 1 million people per year to Perry.
 - Perry-Houston County Airport is a full-service, general aviation airport complete with a 5,002-foot runway.
 - Approximately 90 miles to Hartsfield-Jackson International Airport and 160 miles to the port of Savannah.
- 2 MARKET ACCESS**
 - Significant local, visitor and traveling consumer bases.
- 3 MARKET POTENTIAL**
 - Favorable Market Potential Index measures for many hospitality and service industry and retail categories.
- 4 LOW OPERATING COSTS**
 - Cost of living is 6% lower than Georgia average and 10% lower than national average.
 - Competitive average lease rates, land costs, construction costs and labor costs.
- 5 LOW SALES TAX RATE**
 - Favorable sales tax structure is 21% lower than the national average.
- 6 SUPERIOR INFRASTRUCTURE**
 - Water, sewer, natural gas and broadband internet all readily available.
 - Robust pedestrian and vehicular improvements city-wide.
- 7 HIGH QUALITY OF LIFE**
 - Perry is continuously lauded for quality of life measures such as safety, healthcare and education.
 - The city is committed to quality public spaces with 125 acres of parks and trails.
- 8 HIGH GROWTH COMMUNITY**
 - Perry is growing faster than Houston County, Middle Georgia, Georgia and the U.S.
 - Progressive, development-oriented city leadership
- 9 STABLE, DIVERSE ECONOMY**
 - Continuous economic growth and numerous significant employers in the area, including Interfor, Frito-Lay and Graphic Packaging International, Inc.
 - Active and growing, the Perry Area Chamber of Commerce has more than 350 active members.
 - Perry is located 20 miles from Robins Air Force Base, the largest single-site employer in the State of Georgia with over 22,000 employees and a \$2.7 billion total annual economic impact.
- 10 HISTORICAL DOWNTOWN**
 - Attractive, vibrant, historic Downtown Perry offers unique shopping, dining, and entertainment experiences.

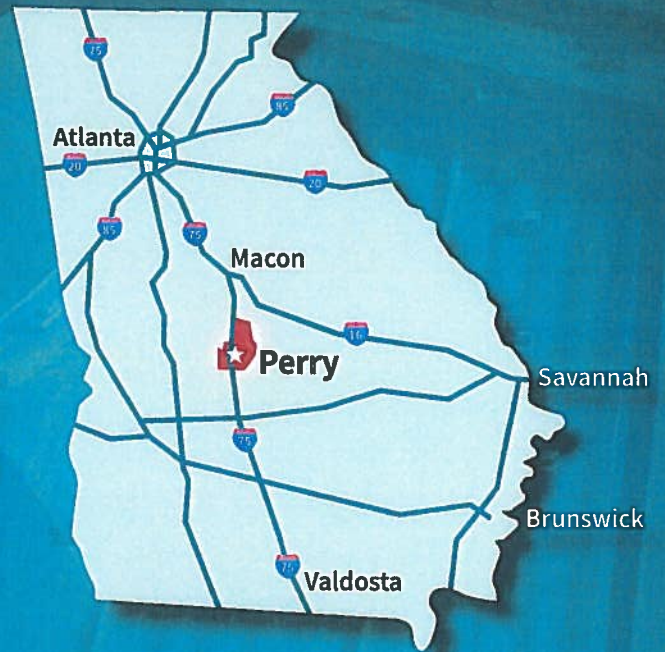


For more information about Perry, Georgia:
Please, contact the Perry Department of Economic Development
at **478-988-2757** or visit www.perry-ga.gov/economic-development.

Location



Where Georgia comes together.



Located in the Center of Georgia

Located conveniently on I-75 in the center of the state in prosperous and growing Houston County, Perry is the ideal location for any business. Perry was chosen as the home for the Georgia National Fairgrounds & Agricenter because of its location and hospitality. Perry conveniently serves the classic Georgia hospitality that people looking for a break in their journey and for the charm of authentic southern towns seek.



Atlanta and Hartsfield-Jackson International Airport

99 MILES



Port of Savannah **168 MILES**

EASILY ACCESSIBLE

4

Interstate Interchanges



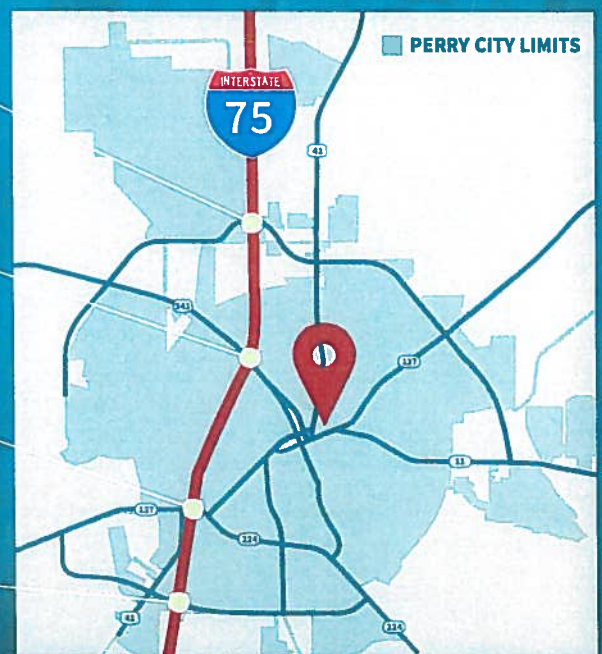
200

million +



With premier interstate access, location on multiple state and federal highways and proximity to local and international airports, residents and visitors are easily able to access all of what Perry has to offer.

More than 200 million people, 80 percent of U.S. consumers, are within two hours' flight time from Hartsfield-Jackson Airport or one day's travel by vehicle.



For more information about Perry, Georgia:
Please, contact the Perry Department of Economic Development
at 478-988-2757 or visit www.perry-ga.gov/economic-development.

The Perry Market



Where Georgia comes together.

The Perry Market Area

Perry is a thriving and diverse community of over 16,000 people and a burgeoning market in central Georgia. The county seat for Houston County, one of Georgia's fastest growing counties with more than 150,000 people, Perry benefits immensely from area residents and millions of visitors per year, if they are passing through on I-75 or visiting for a few days. Favorable Market Potential Indices exist across many industry types including restaurants, retail and hotels.

Drive Time to Downtown Perry



MINUTE DRIVE

MINUTE DRIVE

MINUTE DRIVE

| | | | |
|--------------------------|----------|----------|----------|
| Population | 17,205 | 39,363 | 103,093 |
| Households | 6,719 | 14,607 | 38,552 |
| Median Household Income | \$47,733 | \$61,479 | \$60,599 |
| Per Capita Income | \$24,379 | \$27,277 | \$26,637 |
| Median Disposable Income | \$38,444 | \$50,247 | \$49,884 |
| Median Age | 38.6 | 36.9 | 35.7 |
| Average Household Size | 2.49 | 2.63 | 2.61 |

Area Labor Force **65,143**

Unemployment Rate **5.80%**

Beyond Rooftops

The Georgia National Fairgrounds & Agricenter **monthly averages**

4

Interstate interchanges

54,000

Vehicles per day travel through Perry

18

Events

39

Event days

77,665

Visitors

A WELL EDUCATED COMMUNITY

88%

88% of the Perry population has a high school education.

30%

30% of the Perry population has a college degree.

Source: U.S. Census Bureau, 2010-2012 ACS
Note: Percentages are for the population 25 years of age and over.

Perry is Growing!

Perry is growing at a rate faster than Houston County, Middle Georgia, the State of Georgia, and the U.S. This growth enhances the local market and demonstrates that there is economic momentum in the community. Perry averages over 180 new homes being built per year!

1.29% annual population growth

1.40% annual household growth

4.3% annual median household income growth

3.2% annual average household income growth

3.3% annual per capita income growth



For more information about Perry, Georgia:
Please, contact the Perry Department of Economic Development
at **478-988-2757** or visit www.perry-ga.gov/economic-development.

Business Success



Where Georgia comes together.

Favorable Business Climate

Excellent access to:

- Robust transportation networks
- Ports of Savannah and Brunswick
- Atlanta and Hartsfield-Jackson International Airport
- Perry-Houston County Airport and Middle Georgia Regional Airport
- Significant consumer market

Robust, low-cost utilities:

- Water/sewer costs 2% lower than statewide median costs
- Energy costs are 10% - 15% below national average

Great Community Support:

- Pro-business, progressive City leadership who strive to make Perry a community where businesses can be successful
- Active Chamber of Commerce, CVB, and Downtown Merchants Association
- Personal, low-cost permitting, review and inspection processes
- Possible incentives considered on a case-by-case basis

Opportunity Zone:

- Much of Perry is a designated Opportunity Zone which allows for maximum Job Tax Credits at \$3,500 per job for qualified employers

What Businesses are Saying

"Perry's strategic location, access to transportation networks, forward-thinking leaders and proximity to needed resources, in our case timber, makes our decision to continue to operate in Perry a no-brainer. It's a great place to do business."

Tim Lowrimore
Manager
Public Affairs - US Southeast Operations
Interfor

"Georgia Bob's is doing great. With over 15,000 people in the community, four I-75 interchanges, and almost 1 million people per year coming to the Georgia National Fairgrounds & Agricenter, Perry is a perfect place to locate a restaurant."

J.J. Kirk
Owner
Georgia Bob's Barbecue Co.

"The Georgia National Fairgrounds & Agricenter has in the neighborhood of 300 events a year. There is great potential for development that caters to the needs of the attendees of each event, as well as the thousands of cars that pass by every day on I-75."

Robert C. Loudermilk, Jr.
President and Chief Executive Officer
The Loudermilk Companies, LLC

RECENT PERRY LOCATIONS Starbucks, Shane's Rib Shack, Hardee's, Dollar General (2 locations), Waffle House, SunMark Bank, Dunkin' Donuts, Tractor Supply Company, Stripling's General Store, Sandler Nonwoven Corporation (First North-American location and Sandler USA headquarters)

Top Employers

| MAJOR BUSINSSES IN PERRY | INDUSTRY | EMPLOYEES |
|----------------------------------|--------------------------------|-----------|
| Houston County B.O.E. | public education | 3,916 |
| Perdue Farms | food processing | 2,267 |
| Frito-Lay | food processing | 1,352 |
| Houston County | local government | 762 |
| Graphic Packaging Intl., Inc. | manufacturing paperboard boxes | 276 |
| Interfor | lumber manufacturing | 183 |
| City of Perry | local government | 150 |
| Sandler Nonwoven | manufacturing | 140 |
| Cracker Barrel | restaurant | 111 |
| Jeff Smith Chrysler, Dodge, Jeep | automobile retail | 96 |
| Gilmer Warehouse and Logistics | storage facility | 75 |
| Kroger | grocery store | 71 |
| Publix | grocery store | 71 |
| Southern Home Care Services | home health care services | 60 |
| SUEZ Water Advanced Solutions | water tank maintenance | 60 |



For more information about Perry, Georgia:
 Please, contact the Perry Department of Economic Development
 at 478-988-2757 or visit www.perry-ga.gov/economic-development.

A Superior Quality of Life

People want to live and work in Perry.

#1 Most Beautiful &
Charming Small Town
in Georgia

- *OnlyInYourState.com*

One of the
Top 17 Small Cities
in Georgia

- *101usa.com*

One of the Most
Comfortable Destinations
for Travelers in the U.S.

- *Expedia.com*



Education

The educational opportunities found in Perry are second to none. From a world-class public school system and independent college preparatory alternative to post-secondary educational opportunities that rival metropolitan areas, education is critical in driving the growth and quality of life found here in Perry.

- The Houston County School System, educating approximately 29,000 K-12 students on 39 campuses, consistently ranks among the Top 20 school districts in Georgia with students and faculty that excel in both academics and sports.
- The teacher to student ratio is 1:15, and the average expenditure per pupil is \$11,105.
- Excellent private alternative in The Westfield School, an independent, college preparatory school serving students in pre-K through Grade 12.
- A wealth of post-secondary educational opportunities, Perry is proximal to nine colleges and universities with 18 campuses and a total enrollment of nearly 65,000 students.



Safety

Perry is one of the safest cities in Georgia, and this sense of security is leading many to make their home in Perry and raise families here.

- Home and Safety website SafeWise.com ranks Perry in the Top 20 Safest Cities in Georgia.
- ValuePenguin.com ranks Perry among the Top 5 safest mid-sized cities in Georgia (10-25k population).
- The crime rate is 40% lower than most communities across America.
- The Perry Police Department offers a Citizens Police Academy for the citizens of Perry to enhance the relationship between private citizens and local law enforcement agencies.
- The Crime Prevention and Neighborhood Watch program works directly with our citizens to promote active crime prevention awareness throughout our community.



Health Care

With a growing hospital and healthy physician network in the community, Perry residents do not have to travel for healthcare services.

- The Houston Healthcare System serves 300,000 patients annually. Its two fully accredited acute care medical facilities have more than 190 physicians and offer a multitude of services, including cardiology, oncology, behavioral health, diagnostic imaging, orthopedics, obstetrics, infectious disease and intensive care.
- As part of the Houston Healthcare network, Perry Hospital is a 45-bed facility providing an array of healthcare services in a hometown setting, including intensive care capabilities, lab services, orthopedics, radiology, 24-hour emergency room, inpatient/outpatient surgery and hospice.
- The Perry Hospital is staffed by more than 65 physicians, many of whom live and practice here in Perry, offering a broad range of care options.

[continue >](#)



For more information about Perry, Georgia:
Please, contact the Perry Department of Economic Development
at **478-988-2757** or visit www.perry-ga.gov/economic-development.

Recreation and Leisure

Recreational and leisure opportunities are a primary focus of the Perry community, and the City is constantly working to grow and enhance these opportunities.

- Historic Downtown Perry invites residents and visitors to stroll the tree-lined streets while taking in the historic buildings and local shopping and dining experiences.
- The City of Perry offers a wide variety of recreational and leisure opportunities from tee-ball to Zumba.
- The City will be investing nearly \$6 million in parks and public spaces in the coming years, with \$2.4 million going to projects in 2017 alone.
- The City maintains 125 acres of park space and walking trails and is in the process of constructing three new parks throughout the City including Heritage Park, a 21-acre regional park with walking trails, amphitheater and dog park.
- The City is in the process of lengthening an existing walking trail, developing a dog park, building a state-of-the-art splash pad, constructing two new tennis courts and implementing a public art initiative.
- Cherokee Pines Golf & Fitness Club and Houston Lake Country Club offer excellent social and golfing opportunities.
- 150-acre Houston Lake and Big Indian Creek provide for water-based activities, such as fishing and kayaking.



2017 Public Parks Investment

\$2.4 million



City Maintained Park Space

125 acres



Local, Regional, and National Events

While the Georgia National Fairgrounds and Agricenter brings a multitude of national events and 1 million people per year to Perry, there are many community events that showcase why Perry is "Where Georgia comes together."

- Georgia National Fair
- Dogwood Festival
- New Year's Eve Buzzard Drop Celebration
- Annual Perry Music Festival
- Perry Independence Day Celebration
- Taste of Southern
- Peaches to the Beaches



Culture and Arts

Many organizations and interests come together in a vibrant cultural scene.

- Perry Area Historical Society
- Perry Public Arts Commission
- Perry Players Community Theatre
- Go Fish Education Center
- The Georgia Artisan Center
- Annual Perry Music Festival



Location Incentives



Where Georgia comes together.

We want to work with your business.

The City of Perry is pro-business, committed to economic development and offers a variety of incentives to businesses looking to grow or locate in the City. The type and value of incentives provided depends on a variety of factors, including proposed employment and investment figures and the projected fiscal impact on the City of Perry.

All economic development projects and pertinent incentives are considered on a case-by-case basis with the Mayor and City Council having the ultimate decision-making authority. The City of Perry works closely with economic development partners, such as the Houston County Development Authority, Central Georgia Technical College, Georgia Department of Economic Development, etc., to ensure all possible resources are identified and brought to bear. **We want to work with your business** in making the most favorable transition from conception to operation possible.

Possible Incentives for Development Costs

- Partial or complete waiver of building permit fees
- Partial or complete waiver of utility connection fees
- Assistance with real estate identification and acquisition
- Partial or complete assistance in the construction of project site infrastructure improvements
- Variances of certain zoning, land use and/or development regulations
- Assistance in navigating all local, state and federal government regulatory requirements
- Facade improvement for qualifying organizations
- Identification and application for possible grant and loan funds
- Identification and application for possible state and federal level incentives

Possible Incentives for Operating Costs

- Opportunity Zone (OZ) job tax credits
- Possible negotiated rates for utility services
- Possible property tax abatement incentives
- State and local sales tax reduction for qualifying organizations
- Marketing assistance
- Assistance with identifying and recruiting employees

Perry is a fantastic community in which to live and conduct business.



You will find that Perry is a fantastic community in which to live and conduct business. For further assistance and information, please do not hesitate to contact Mr. Robert Smith, Economic Development Director, at 478-508-1571 or via email at robert.smith@perry-ga.gov. You may also visit our website at www.perry-ga.gov/economic-development.



For more information about Perry, Georgia:
Please, contact the Perry Department of Economic Development
at 478-988-2757 or visit www.perry-ga.gov/economic-development.



Where Georgia comes together.

Department of Economic Development

TO: Mayor and Council

CC: Lee Gilmour, City Manager
Annie Warren, City Clerk
Brenda King, Administration
Ellen Palmer, Communications

FROM: Robert Smith, Director *RS*

DATE: January 31, 2017

RE: City of Perry Economic Development Website

The Department of Economic Development is in the process of pursuing a dedicated, stand-alone website for economic development and the marketing of Perry. There are multiple reasons for this:

- The City's current website does not provide the dedicated level of web presence necessary in effectively promoting, marketing, and selling the City of Perry. The City's current website is geared towards providing information to the general public and the economic development component gets a bit "lost in the shuffle". The new website will focus on selling our community to existing businesses and new business prospects.
- Having a website dedicated to economic development is an industry best-practice and will enhance the City's visibility via search engine optimization and an attention-commanding interface with focused content.
- Build out and promote the City's economic development sub-brand "*Where Georgia comes together for business*".

The first thing a prospective business, site selection consultant, or investor does when considering a community is an in-depth internet search. We want to make it easy for them to find out all they need to know about Perry and ensure that this search will prove fruitful in providing concise content designed to make our community seem as attractive as possible as a place to conduct business.

Ultimately I will be working towards cultivating a website such as the one in place for the City of Alpharetta: <http://growalpharetta.com/>

In moving forward I have received proposals from two (2) different organizations to complete and maintain the website. Please see the table on the following page:



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Department of Economic Development

| Organization | Development Cost | Maintenance Cost | Total Cost | Ongoing Costs |
|------------------------------------|------------------|------------------|------------|-------------------------|
| Middle Georgia Regional Commission | \$3,000 | \$1,460 | \$4,460 | \$1,460 annually |
| Patrick Cooper Creative Services | \$4,999 | Included | \$4,999 | \$20 per hour as needed |

In addition to the costs shown above there will be an annual hosting fee of approximately \$150. I am recommending the selection of Patrick Cooper Creative Services for the project. Patrick Cooper Creative Services provides a high quality, professional product and has demonstrated an ability to develop websites with the look and functionality required of this project. Further, Patrick Cooper Creative Services is a local vendor and ongoing maintenance costs should prove to be less over time.

A copy of each proposal is attached. Please let me know if you have any questions or require any further information.

MEMORANDUM OF AGREEMENT (MOA)
BETWEEN
MIDDLE GEORGIA REGIONAL COMMISSION
AND
CITY OF PERRY-ECONOMIC DEVELOPMENT

\$4,460

This **MEMORANDUM OF AGREEMENT** by and between the **Middle Georgia Regional Commission** (hereinafter referred to as "the MGRC") and **City of Perry-Economic Development** (hereinafter referred to as "CITY") is subject to proper execution.

WHEREAS, the CITY desires that the MGRC develop and maintain a website for the CITY;
and

WHEREAS, the MGRC has the staff and expertise to develop and maintain a website for the CITY.

NOW, THEREFORE, BE IT RESOLVED that the MGRC and the CITY do mutually agree as follows:

(01) Terms of Agreement

Upon execution by the appropriate parties, the MGRC agrees to develop and maintain a fully functional website for the CITY. In consideration of the following mutual promises, covenants, and conditions, it is agreed that the MGRC will be responsible for performance under this agreement, as described in Section 04, **Scope of Work**.

(02) Project Title

City of Perry-Economic Development Website

(03) Background

The CITY desires a dynamic, visually pleasing, feature rich website that conveys important information about the organization and its activities to targeted groups and the general public. Furthermore, the CITY desires a convenient and intuitive mechanism for providing content updates to the site in a timely manner.

(04) Scope of Work

The MGRC's scope of work, under this agreement, falls into two distinct phases: (1) design and development; and (2) maintenance and support.

Under the first phase (Design and Development), the MGRC will work with the CITY to design and develop a visually pleasing, feature rich website that incorporates an intuitive content management system (CMS) that allows designated users to update website content to keep the site current. This phase may include multiple draft designs and multiple rounds of content and functionality review. This phase will also include CMS training for CITY designated users who will be responsible for content creation and updates. This phase will be completed upon publishing the website to the internet, also known as the "Go Live" date.

The MGRC's Responsibilities in Phase 1:

1. Utilize the latest trends and best practices in web design to develop a visually pleasing, content rich website.
2. Incorporate an Intuitive Content Management System (CMS) to allow CITY authorized users to provide timely updates to site content.
3. Manage domain name registrations for the CITY, as applicable.
4. Secure website hosting for the CITY.
5. Train designated users on updating the site through the integrated CMS.

The CITY's Responsibility under Phase 1:

1. Provide timely reviews and input on draft website designs and development features.
2. Designate user(s) responsible for providing content updates to the website.
3. Ensure that designated users are trained by MGRC staff in the use of the CMS.
4. Generate content for the website.

The second phase of this agreement (Maintenance and Support) will commence upon the website's "Go Live" date. During this phase, the MGRC will

The MGRC's Responsibilities in Phase 2:

1. Manage security monitoring and website backup services for the CITY.
2. Update the website software and components as updates become available.
3. Provide minor structural or design modifications to the site at the request of the CITY. [*Note: Significant modifications amounting to a re-design of the site may be subject to additional fees in accordance with the attached fee schedule.*]
4. Manage designated user access to the website CMS (i.e. add/remove users as directed by the CITY).
5. Provide technical support to designated users to address website issues or "bugs."

The CITY's Responsibility under Phase 2:

1. Provide content updates to the website, keeping it current with the latest information.
2. Report "bugs" or other discovered issues with the website immediately to the MGRC.

(05) Schedule/Timeline

Development services, as specified under this Agreement, shall commence upon execution of this agreement and continue as expeditiously as possible until satisfactory completion is determined by the CITY.

Maintenance Services provided under this Agreement shall commence at the "Go Live" date and continue for a term of three (3) years.

Any reference to "days" in this agreement shall be deemed **calendar days** unless otherwise specifically stated.

(06) Compensation

- A. The CITY agrees to pay an initial, one-time fee of **\$3,000** to the MGRC, which covers the cost of design and development services outlined in Section 04. This fee is based on the estimate of staff-time and resources and the cost of necessary services as included in "Appendix A" to this agreement. This amount will be billed to the CITY upon completion of Phase 1, at the "Go Live" date.
- B. The CITY agrees to pay an annual fee of **\$1,460** to the MGRC, which covers the cost of MGRC maintenance and support services outlined in Section 04. This fee is based on the estimate of staff-time and resources and the cost of necessary services as included in "Appendix A" to this agreement. This amount will be billed to the CITY, initially, upon completion of Phase 1, at the "Go Live" date, and then billed annually on the anniversary of that date.

(07) Contract Renewal and Benefits

At the end of the maintenance term of three (3) years, the CITY and the MGRC may renew this agreement for an additional term. If the CITY elects to renew for an additional three-year term, the MGRC agrees to provide a complimentary redesign of the website.

(08) Termination of the Contract for Cause

If, through any cause, the MGRC shall fail to fulfill in a timely and proper manner its obligation under this agreement, or if the MGRC shall violate any of the covenants, agreements, or stipulations of this agreement, the CITY shall have the right to terminate this agreement by giving written notice to the MGRC of such termination and specifying the effective date thereof, at least thirty (30) days prior to the effective date of such termination. In that event, all geospatial features and data compiled in the map application shall be provided to the CITY. The MGRC shall be entitled to receive just and equitable compensation for any satisfactory work completed and any outstanding obligations. Also, the CITY shall be entitled to receive a pro-rated refund of payment for any work not complete at time of termination.

(09) Termination for the Convenience of the MGRC

The MGRC may terminate this agreement at any time by giving written notice to the CITY of such termination and specifying the effective date thereof, at least thirty (30) days prior to

the effective date of such termination. In that event, all geospatial features and data compiled in the map application shall be provided to the CITY. The MGRC shall be entitled to receive just and equitable compensation for any satisfactory work completed and any outstanding obligations on such documents. Also, the CITY shall be entitled to receive a pro-rated refund of payment for any work not complete at time of termination.

(10) Amendments/Modifications

From time to time, the CITY and the MGRC may mutually consent to changes in the **Scope of Work** or any other aspect of this agreement. Such changes, including any increases or decreases in the compensation paid to the MGRC, shall be incorporated in written amendments to this agreement and signed by the duly authorized representatives of both parties.

This agreement may be modified only by a formal, written modification signed by authorized representatives of both the CITY and the MGRC. All changes to the **Scope of Work** and/or any other aspect of this agreement shall be agreed upon and mutually accepted via contract amendments executed by the CITY and the MGRC.

(11) Access to Applicable Records

The MGRC agrees to preserve all its records bearing upon the amounts payable under this agreement and further agrees that any specifically authorized representative of the CITY shall, until the expiration of three (3) calendar years after final payment under this agreement, have access to and the right to examine any directly pertinent books, documents, papers, and records of the MGRC involving transactions related to this agreement.

(12) Right to Audit

The MGRC agrees to give the CITY, through any authorized representative, the right to audit all records, books, papers, or documents related to the agreement for up to three (3) calendar years after completion of this agreement.

(13) Publication of Results

Should the parties to this agreement decide that it would be advantageous to publish the results of this cooperative undertaking, the determination of same shall be made jointly and be agreeable to each party. Publication by either party shall give proper credit to the other party.

(14) Assignment of Duties

The MGRC shall not assign its duties under this agreement without prior express written approval of the CITY.

(15) Nondiscrimination

Neither party to this agreement will discriminate against any employee or applicant for employment or against any applicant for enrollment at any school or college or against any student in his/her course of study or training because of race or ethnicity, gender, creed, national origin, age, religion, sexual orientation, veteran status, or disability.

(16) Ownership

All data produced in whole or in part under this contract **shall remain the property of the CITY**. Furthermore, the MGRC will not apply for a copyright for any reports, data, or other documents produced in whole or in part under this agreement.

(17) Drug- and Smoke-Free Workplace

The MGRC hereby certifies that it will not engage in the unlawful manufacture, sale, distribution, possession, or use of a controlled substance or marijuana during the performance of this Agreement.

(18) Entire Agreement

This agreement (and all documents incorporated herein) constitutes the entire agreement between the parties with respect to the subject matter and supersedes all prior and contemporaneous agreements, representations, statements, negotiations, and undertakings, whether oral or written.

IN WITNESS WHEREOF the CITY and the MGRC have executed this agreement as of the date first above written.

Middle Georgia Regional Commission

City of Perry-Economic Development

M.A. Butch Hall, MGRC Council
Chairman

Date:

Date:

Laura Mathis, MGRC Executive Director

APPENDIX A

**ESTIMATED COST OF
WEBSITE DEVELOPMENT AND MAINTENANCE SERVICES**

| 1. Development | Cost* |
|---|---------------------|
| 1.A. Website Design & Development | \$ 5,456 |
| 1.A.i. Project Planning & Design | |
| 1.A.ii. Design Review and Selection | |
| 1.B. Content Management System (CMS) Training | \$ 364 |
| Total Estimated Development Cost | \$ 5,820 |
| <hr/> | |
| 2. Maintenance | Annual Cost* |
| 2.A. Website Support & Maintenance | \$ 1,310 |
| 2.A.i. Minor Design Modifications | |
| 2.A.ii. Software Updates for Compatability | |
| 2.B. Security Administration & Backup services | \$ 437 |
| 2.B.i. Database and Web Code backup | |
| 2.B.ii. Data Storage | |
| 2.C. Web Hosting and Domain Registration Fees | \$ 200 |
| 2.D. Additional Training of Staff (as needed) | \$ - |
| Total Estimated Annual Maintenance Cost | \$ 1,946 |
| <hr/> | |
| <i>* Cost includes estimate of hours and staff rate (including fringe and indirect costs)</i> | |
| <hr/> | |
| Dues-Paying Local Government (25% Discount Applied) | Cost |
| 1. Design & Development Cost** | \$ 3,000 |
| 2. Annual Maintenance Cost | \$ 1,460 |



Perry Economic Development Website Proposal
Prepared for Robert Smith

Patrick Cooper | info@hirepatrickcooper.com
478-957-6736 | www.hirepatrickcooper.com

This document is to discuss the scope and quote for the Perry Economic Development website. After taking a look at the examples sent to me, I came to the conclusion that <http://growalpharetta.com> is the website that you should aim for in terms of look, feel, and functionality. The site offers a great deal of information and multimedia but does so in a very efficient and eye-catching design. I recommend this project be developed using the WordPress platform. The list below will break down the elements and functionality I recommend taking advantage of for this build, and will be followed by a quote and list of additional 'a la carte' items that may also be of interest to you.

- Complete responsiveness and compatibility with all devices and browsers.
- Social media integration and embedded video (Youtube and Vimeo)
- Unlimited content pages
- Blogging
- Ecommerce shopping cart and checkout
- Unlimited user accounts (for staff)
- Unlimited contact forms
- 1-year of [in scope] support/maintenance (as needed, 24/7) *\$ 20.00 per hour*
- Training

The above elements/functionality can be developed for a fixed, onetime fee of \$4,999. Below is a list of additional elements that are included on <http://growalpharetta.com> that you may want to consider that would need to be priced separately if desired:

- 360° photography of points of interest throughout Perry
- Video production (handheld and/or aerial)
- Still photography

The above quote is flexible and open for discussion based upon budget and your needs. Please let me know if you have any questions!

Thank you for this opportunity to serve your creative needs.



Where Georgia comes together.

Department of Economic Development

TO: Mayor and Council

CC: Lee Gilmour, City Manager
Annie Warren, City Clerk
Greg Boike, Middle Georgia Regional Commission

FROM: Robert Smith, Director

DATE: January 31, 2017

RE: PlanFirst Program

In 2015, the Georgia Department of Community Affairs (DCA) established the PlanFirst program which recognizes and rewards communities that “clearly demonstrate an established pattern of successfully implementing their local comprehensive plan” in addition to showing a successful track record in other local planning initiatives. Knowing well the City of Perry’s strong record of successful planning and plan implementation, the Middle Georgia Regional Commission (MGRC) has approached the City to see if we would be interested in working with them to submit an application for 2017 PlanFirst designation.

If successful, the City would be a PlanFirst designee for a three-year period in which we would be eligible for a number of benefits. Attached is a list of these benefits. There are a number of economic development-oriented incentives, assistance from the state in planning, and, perhaps most timely, a possible interest rate reduction associated with GEFA loans. You will also see the good publicity something like this could bring the City. Like I mentioned a few weeks back regarding another state program, it never hurts for those at the state level to associate Perry with positive, progressive initiatives such as PlanFirst.

If this is something you wish to move forward on, I will work with the MGRC to complete and submit the required application by the May 15, 2017 deadline. You can find more information on the PlanFirst program at the below website:

<https://www.dca.ga.gov/development/PlanningQualityGrowth/programs/PlanFirst.asp>

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

The PlanFirst Program - Incentive Package

Incentives Available to Qualified Local Governments:

- Access to funding and permits from the following state agencies: Department of Community Affairs, Department of Natural Resources (DNR), Georgia Environmental Finance Authority (GEFA) and OneGeorgia Authority
- Assistance from DCA and the Regional Commission to develop the Local Comprehensive Plan

Incentives Available to PlanFirst Community Designees during the three year designation period:

- Statewide recognition for community achievement
- Highlighted on the PlanFirst webpage
- PlanFirst plaque indicating date of designation
- Free attendance at any Community Planning Institute event

All incentives below limited to plan implementation projects other than water resource management projects, unless otherwise specified

- HUD CDBG non-entitlement local governments are eligible to apply for State CDBG funding every year (vs. normal bi-annual eligibility)
- 100 basis point reduction, or 1%, for loans through the Employment Incentive Program
- 100 basis point reduction, or 1%, for loans through the Redevelopment Fund Program
- 100 basis point reduction, or 1%, for loans through the Downtown Development Revolving Loan Fund Program
- Access to the Georgia Environmental Finance Authority (GEFA) state loans at an interest rate that is reduced by 50 basis points, or ½ percent. As an example of this benefit, the interest rate savings over the life of a 20 year water or sewer loan of \$200,000 would be just over \$13,000.

Assistance Available to PlanFirst Applicants not selected for designation:

- DCA staff visit to review the PlanFirst Program Assessment and identify opportunities for improvement with local planning and plan implementation
- DCA technical assistance with achieving the improvements identified above, in order to enhance opportunities for future PlanFirst designation

New Continuing Education Guidelines for Local Finance Officer Certification Program

Thank you for your participation in the Carl Vinson Institute of Government's Local Finance Officer Certification Program. In the past, fifteen hours of continuing education (CE) were required every two years from your certification date to keep your certification active. Beginning January 1, 2017, all new and previously earned certifications will have a deadline of December 31 of every even year for completing the fifteen hours of CE requirements. You will no longer use your certification date on your certificate. Everyone will use the same two-year time frame. For those who previously earned their certificate prior to January 1, 2017, you will now begin reporting using the new time frame regardless of your CE status (i.e. whether you are current or not).

No CE is required in the calendar year the certification is earned. For those certified one year but less than two during the reporting period, six hours will be required during the initial certification period.

Scenarios –

- Newly certified September 2016. Fifteen hours will be required by December 31 every even year. The first reporting period will have a deadline of December 31, 2018.
- Newly certified March 2017. CE requirement is six hours and will be required by December 31, 2018. Fifteen hours will be required by December 31 every even year thereafter.

Acceptable providers for continuing education are as follows -

- Level II courses (if Level I certified) offered by the Carl Vinson Institute of Government Financial Management Program,
- Elective courses offered by Carl Vinson Institute of Government Financial Management Program,
- Financial management courses offered at the semiannual Clerk's meetings,
- Georgia Government Finance Officers Association webinars (for members only),
- Georgia Government Finance Officers Association annual conference sessions.

Reinstatement

Beginning January 1, 2017, for those who do not meet the biannual continuing education requirement of 15 hours by December 31 of every even year, certification will lapse. In order for certification to be reinstated, the individual must complete the required continuing education for the period(s) for which certification has lapsed. As an alternative, the individual can pay to take an examination to reinstate the lapsed certification. Reinstatement will only be awarded if the examination is passed.