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AGENDA
WORK SESSION
OF THE PERRY CITY COUNCIL
November 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. Presentations
 1. Presentation of Perry Housing Assessment – Mr. G. Boike.
 2. Presentation of the cost estimates relative to Sam Nunn Boulevard and General Courtney Hodges Boulevard landscaping improvements – Carter & Sloope, Inc.
 - 3b. Administration
 1. Consider a special alcoholic beverage license – Mr. L. Gilmour.
 2. 704 Carroll Street - Mr. L. Gilmour.
 3. Amend animal retention policy to reduce city time to seven (7) calendar days – Mr. L. Gilmour.
 - 3c. Economic Development Department
 1. Review of Interstate Signage – Mr. R. Smith
 - 3d. Community Development
 1. Proposal for engineering services relative to pump station improvements – Mr. C. McMurrian.
4. Council Member Items:
5. Department Head Items:
6. Adjourn.



To: Mayor and Council

CC: Lee Gilmour, City Manager
Perry Housing Team Members
Annie Warren, City Clerk
Department Heads

From: Robert D. Smith, Team Leader 

Date: October 23, 2017

Re: Perry Housing Assessment

In progress for nearly a year, the Middle Georgia Regional Commission has completed the City of Perry Housing Assessment that provides an in-depth analysis of housing here in Perry. In collecting data and photographs of the 5,232 residential parcels that make up the project area, the MGRC team has been able to provide the City, and the Perry Housing Team, with valuable information that can now be utilized in identifying housing issues and addressing said issues for the betterment of the entire community.

The data and subsequent analysis provide timely information on a range of topics from housing types, age of housing stock, structural conditions of residential properties, and code enforcement issues. Unfortunately, as you can see there are still 304 properties (6% of total residential properties) in the City of Perry that are either distressed or failing. Now that they have been identified, what can we as a local government or housing team do to help? In what neighborhoods do we need to focus our efforts and resources?

All of the data collected can be found in an online database complete with parcel information, property photos, collection notes, etc. This great resource will be able to be updated as needed by City staff via cell phone. You can check it out at the link below:

<https://www.mgremaps.org/Perry/HousingAssessment/>

MGRC staff and myself will be on hand at the November 6, 2017 Work Session to present the findings of this report and answer any questions you may have.



Preliminary Cost Estimate for:

Highway 41 (Courtney Hodges Blvd) Landscaping Improvements

FOR THE
City of Perry

October 3, 2017

Concept Island Costing (415 SY)

#	QTY.	UNIT	ITEM	UNIT PRICE	TOTAL PRICE
1	450	EA	Ornamental Grasses (1 Gallon Size @ 12" O.C.)	\$ 15	\$ 6,750
2	150	EA	Shrubs (3 Gallon Size @ 3' O.C.)	\$ 40	\$ 6,000
3	2,800	EA	Groundcover (Pint Size @ 6" O.C.)	\$ 7.00	\$ 19,600
4	400	SY	Weed Cloth Fabric	\$ 1.50	\$ 600
5	290	SY	Mulch	\$ 6.00	\$ 1,740
6	1	LS	Irrigation	\$ 10,000	\$ 10,000
7	60	LF	Directional Bore 2" HDPE Water Main	\$ 50	\$ 3,000
8	120	SY	Stone	\$ 150	\$ 18,000
Total Estimated Landscaping Cost for Representative Island					\$ 65,000
Cost Per Square Yard					\$ 160
Total Square Yardage of Medians within Project Area					\$ 3,600
Total Estimated Cost for Highway 341					\$ 575,000
Total Estimated Cost per 1/4 mile					\$ 180,000



Preliminary Cost Estimate for:

Highway 341 (Sam Nunn Blvd) Landscaping Improvements

FOR THE
City of Perry

October 3, 2017

Concept Island Costing (1890 SY)

#	QTY.	UNIT	ITEM	UNIT PRICE	TOTAL PRICE
1	7	EA	Large Trees (10-12' Height Limbed up to 6')	\$ 800	\$ 5,600
2	10	EA	Small Trees (8-10' Height Limbed up to 6')	\$ 300	\$ 3,000
3	200	EA	Ornamental Grasses (1 Gallon Size @ 12" O.C.)	\$ 15	\$ 3,000
4	300	EA	Shrubs (3 Gallon Size @ 3' O.C.)	\$ 40	\$ 12,000
5	1,600	EA	Groundcover (Pint Size @ 6" O.C.)	\$ 7.00	\$ 11,200
6	700	SY	Sod	\$ 7.00	\$ 4,900
7	1,220	SY	Weed Cloth Fabric	\$ 1.50	\$ 1,830
8	925	SY	Mulch	\$ 6.00	\$ 5,550
9	1	LS	Irrigation	\$ 15,000	\$ 15,000
10	60	LF	Directional Bore 2" HDPE Water Main	\$ 50	\$ 3,000
11	300	SY	Stone	\$ 150	\$ 45,000
12	1	LS	Grading	\$ 25,000	\$ 25,000
Total Estimated Landscaping Cost for Representative Island					\$ 135,000
Cost Per Square Yard					\$ 72
Total Square Yardage of Medians within Project Area					\$ 13,000
Total Estimated Cost for Highway 341					\$ 936,000
Total Estimated Cost per 1/4 mile					\$ 330,000







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OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council

FROM: Lee Gilmour, City Manager ^{LG}

DATE: October 30, 2017

REFERENCE: Special Alcoholic Beverage License

There is a trend in marketing for a service provider such as a hair salon or art gallery to provide at no cost wine or beer. This is a service not a way to make money.

The Administration recommends Council authorize a new alcoholic beverage permit category for these businesses. The suggested conditions are:

1. Property must be zoned to allow the issuance of an alcoholic beverage license.
2. There can be no sale of the alcoholic beverage for any amount nor a trade-off for service.
3. Manager must be able to pass police review.
4. Alcoholic beverage cannot be taken from the business site.
5. Establishment must have a current City of Perry business license.
6. Facility cannot serve meals or include drink as service price.

cc: Chief S. Lynn
Mr. M. Hulbert



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OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: Lee Gilmour, City Manager
DATE: October 27, 2017
REFERENCE: 704 Carroll Street

When the Council requested bids for the stabilization project at 704 Carroll Street (Sinclair Station/Ms. Peggy's), the Administration attempted to obtain cost estimates independently. Most contractors did not respond. Those that did, estimated the cost to be between \$150,000 and \$200,000.

As much as the Administration supports historic structures, it is not practical to spend that much public money on the structure. The Administration recommends Council authorize the demolition of the structure and provide a historical plaque.



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OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor/Council
FROM: ^{LG} Lee Gilmour, City Manager
DATE: November 2, 2017
REFERENCE: Amending Animal Retention Policy

Based on recent operational discussions, the Perry Police Department requests the City's animal care time be reduced from the current ten (10) calendar days to seven (7) calendar days. The Administration has no objections. No other portions of the policy changes.

**A RESOLUTION
ESTABLISHING THE
CITY OF PERRY
ANIMAL RETENTION POLICY**

WHEREAS, the retention of animals that are the responsibility of the City needs to be clarified:


NOW, THEREFORE, THE COUNCIL OF THE CITY OF PERRY HEREBY RESOLVES that the City's policy for retention of animals is as follows:

1. Each animal coming to the City's care by City staff pick up or donation will be assessed by a veterinarian relative to its adoptability health. Animals with major medical issues will be euthanized.
2. Animals will be retained in the City's care for ten (10) calendar days.
3. Animals suitable for adoption at the end of ten (10) days can be donated to FOPAS or any other group interested in adopting. Any animal not accepted for adoption will be subject to euthanizing depending on available space.
4. The City will not handle any adoptions.
5. When in City care, each animal will be given basic medical and care support.
6. The City will act as a go-between for any spay/neutering grants, programs, etc. if advantageous to the adoption process. The City shall not fund any adoption costs.
7. The City shall not transport any animals for adoption purposes.
8. Animals donated to any group person shall no longer be the responsibility of the City.
9. No animals shall be transported or given for transport for adoption during the ten (10) day City custody period.

SO RESOLVED, this 3rd day of October 2017.

CITY OF PERRY

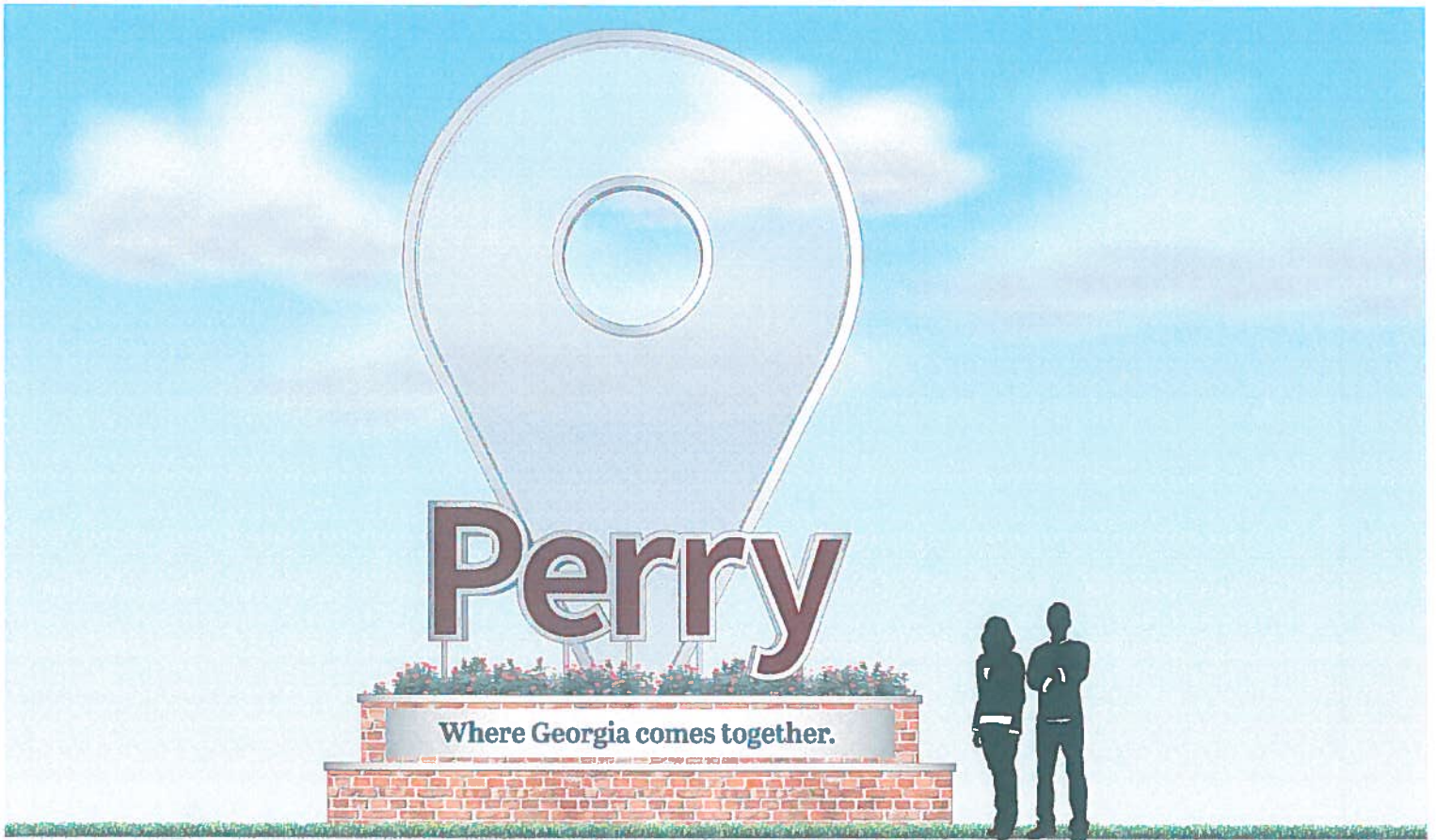
By:


JAMES E. FAIRCLOUGH, JR. MAYOR

City Seal

Attest:


ANNIE WARREN, CITY CLERK



K&A DESIGN
 704 Broadway Street
 Carnegie, Pa 15104

THE K&A GROUP, INC.
 P 412-476-4221
 F 412-200-2278

OWNER:
 City of Perry

PROJECT:
 City Wayfinding

PROJECT #:
 1810-01

DRAWING TITLE:
 Exterior Sign Family

DESIGNED BY: David Grudsky
DESIGNED FOR: Design Development
PROJECT MANAGER: Anthony Concoing

DATE:
 04.21.0017

DESIGNER & APPROVAL:

DATE:

SHEET
01







KMA DESIGN
754 Braintree Lane
Carnegie, Pa 15106

THEMAGROUP.COM
V 412-422-4071
F 412-260-2276

OWNER:
City of Perry

PROJECT:
City Way Project

PROJECT #:
1619101

DRAWING TITLE:
Exterior Sign Family

DRAWN BY: David Onizko
PROJECT MANAGER: Anthony Durkin

ISSUED FOR:
City of Perry Development

DATE:
04/21/2017

CUSTOMER APPROVAL:

DATE:

SHEET

01.3



Where Georgia comes together.



GMA DESIGN
104 Broadway Street
Carnegie, Pa 15106

THE MAGDOCCOM
V 412-422-4273
F 412-200-2276

OWNER:
City of Perry

PROJECT
City Westside

PROJECT #
180301

DRAWING TITLE:
Exterior Sign Permit

DRAWN BY: Daniel Grubbs
PROJECT MANAGER: Anthony Daniels

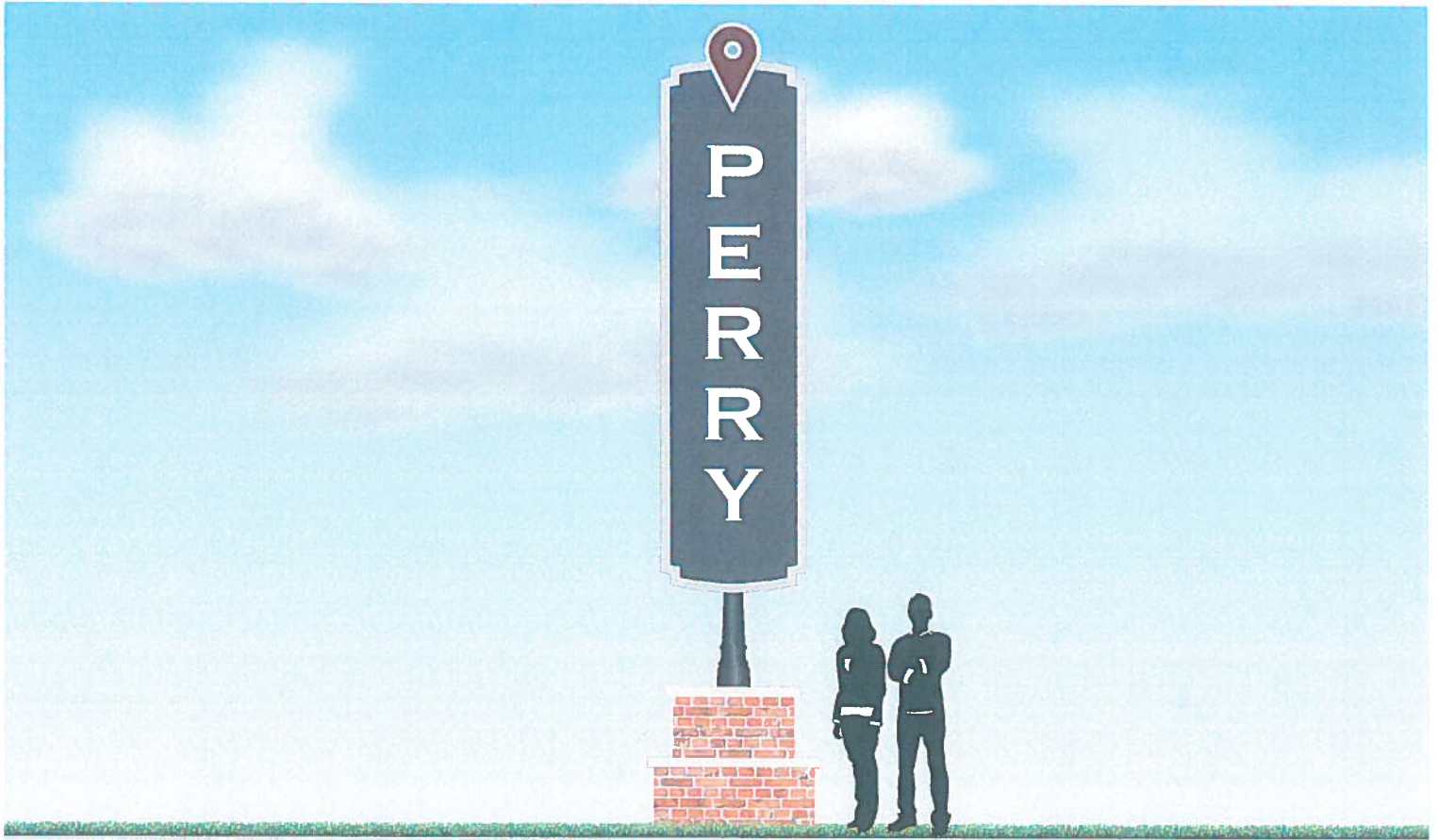
ISSUED FOR:
Design Development

DATE:
04-21-2017

CUSTOMER APPROVAL:

DATE:

SHEET
01.4



KMA DESIGN
164 Broadview Street
Orange, PA 15106

THEKMACGROUP.COM
V 412-202-4111
F 412-200-2175

OWNER
City of Perry

PROJECT
City Watering

PROJECT #
181011

DRAWING TITLE
Exhibit Sign Family

DRAWN BY Ashley M. Karba
PROJECT MANAGER Anthony Conzelmann

ISSUED FOR
Design Development

DATE
10-23-2017

CUSTOMER APPROVAL

DATE

SHEET

02





P
E
R
Y



KMA DESIGN
304 Brice Hwy, Suite V #10-429-4071
Carnegie, Pa 15106 F 412 260 9276

THE EMALROUZEON
V #10-429-4071
F 412 260 9276

OWNER:
City of Perry

PROJECT:
City Water 131.0

PROJECT #:
1810 01

DRAWING TITLE:
Estimate Sign Family

DRAWN BY: Daniel Grubbsky ISSUED FOR:
PROJECT MANAGER: Anthony D'Amico City Development

DATE:
04-21-2017

CUSTOMER APPROVAL:

DATE:

SHEET

02.3



KSA DESIGN
304 Brackley Street
Cambridge, Pa 15106

THEMAGROUNION
V 412-459-4271
P 412-200-2276

OWNER:
City of Perry

PROJECTS
City of Perry

PROJECT #
180901

DRAWING TITLE:
Edinor Sign Family

DRAWN BY: Derrell Crumbacky ISSUED FOR:
PROJECT MANAGER: Anthony Durazzo Client Department

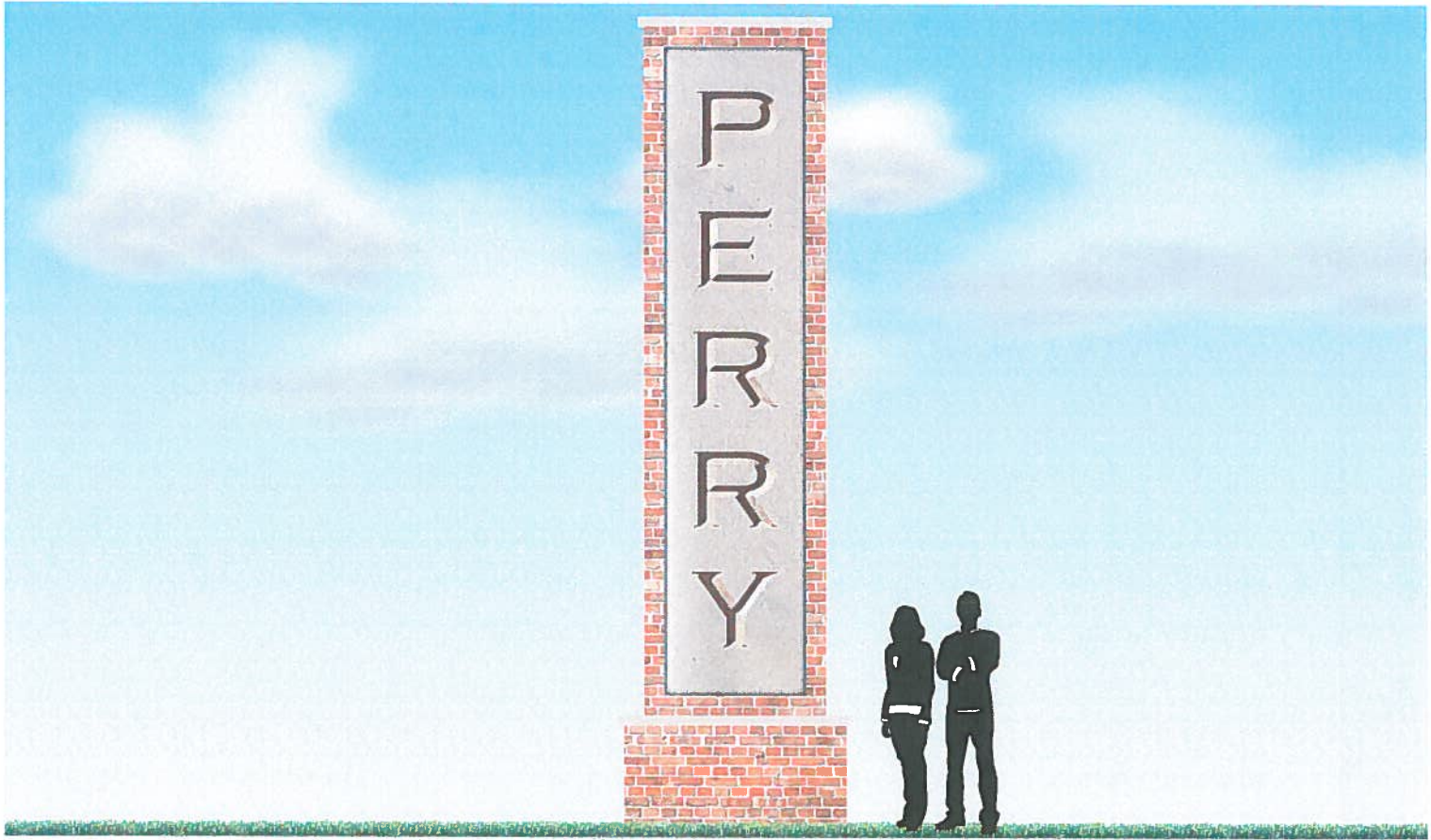
DATE:
04-21-2017

CUSTOMER APPROVAL

DATE:

SHEET

02.4



EMA DESIGN
104 Broadway Street
Carrigee, Pa 18100

THE KANAGALUP.COM
V 412-129-1071
F 412-200-2275

OWNER
City of Perry

PROJECT
City Wayfinding

PROJECT #
18-11-01

DRAWING TITLE
External Sign Family

DRAWN BY Ashley M. Kappa
PROJECT MANAGER Anthony Corobas

ISSUED FOR
Design Development

DATE
10-23-2017

CUSTOMER APPROVAL

DATE

SHEET

03



CMA DESIGN
104 Brockway Street
Cambridge, Pa 15108

THE EMERALD GROUP
P 412-429-4271
F 412-200-2275

OWNER:
City of Perry

PROJECT:
City Water Main

PROJECT #:
10/001

DRAWING TITLE:
Exterior Sign Family

DRAWN BY: Daniel C. Mackey
PROJECT MANAGER: Anthony C. Mackey

ISSUED FOR:
Energy Development

DATE:
04/21/2017

CUSTOMER APPROVAL:

DATE: _____ SHEET
03.1



KMA DESIGN
304 Braddock Square
Carnegie, Pa 15106

INFORMATION
V 412-429-4211
F 412-250-2276

OWNER
City of Perry

PROJECT
City Wayfinding

PROJECT #
18031

DRAWING TITLE
Exterior Sign Family

DRAWN BY: David G. ...
PROJECT MANAGER: ...

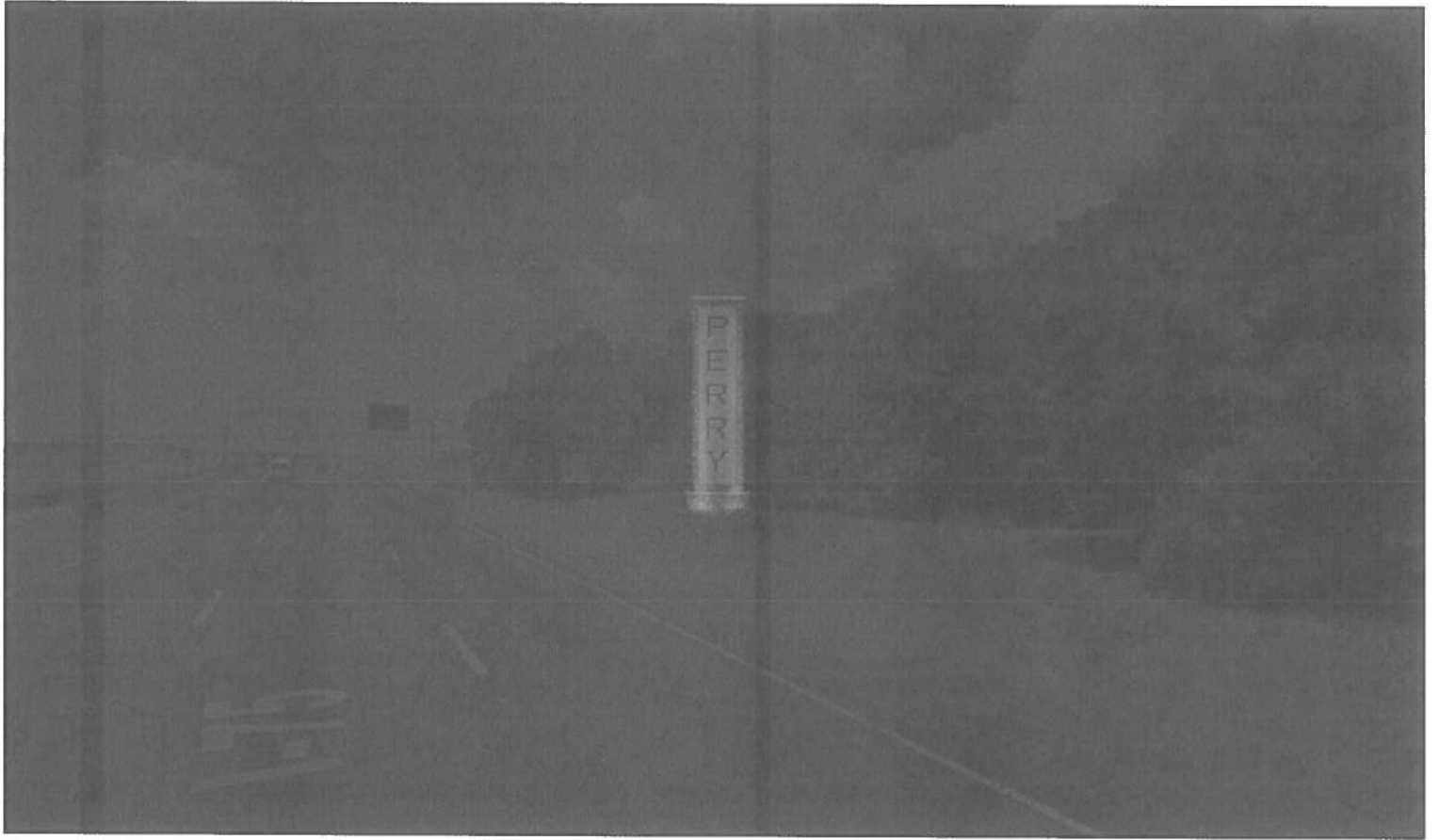
ISSUED FOR:
Design Development

DATE:
04-26-2017

CUSTOMER APPROVAL:

DATE:

SHEET
03.2



KMA DESIGN
304 Brockway Street
Carnegie, Pa 15106

THEMAGISDRUCKMAN
V 412-429-4071
F 412-200-2276

OWNER:
City of Perry

PROJECT:
City Way (rd) 3

PROJECT #:
181021

DRAWING TITLE:
Estator Sign Family

DRAWN BY: Daniel Cruback, ISSUED FOR:
PROJECT MANAGER: Anthony Conzalez, City Development

DATE:
04/24/2017

CUSTOMER APPROVAL:

DATE:

SHEET

03.3



ZMA DESIGN
154 Broad Street
Camden, Pa 19106

THEMAGROUPEON
V 412-422-4071
F 412-200-2276

OWNER:
Coy of Perry

PROJECT
Coy Wayfront

PROJECT #
181021

DRAWING TITLE:
Exterior Sign Family

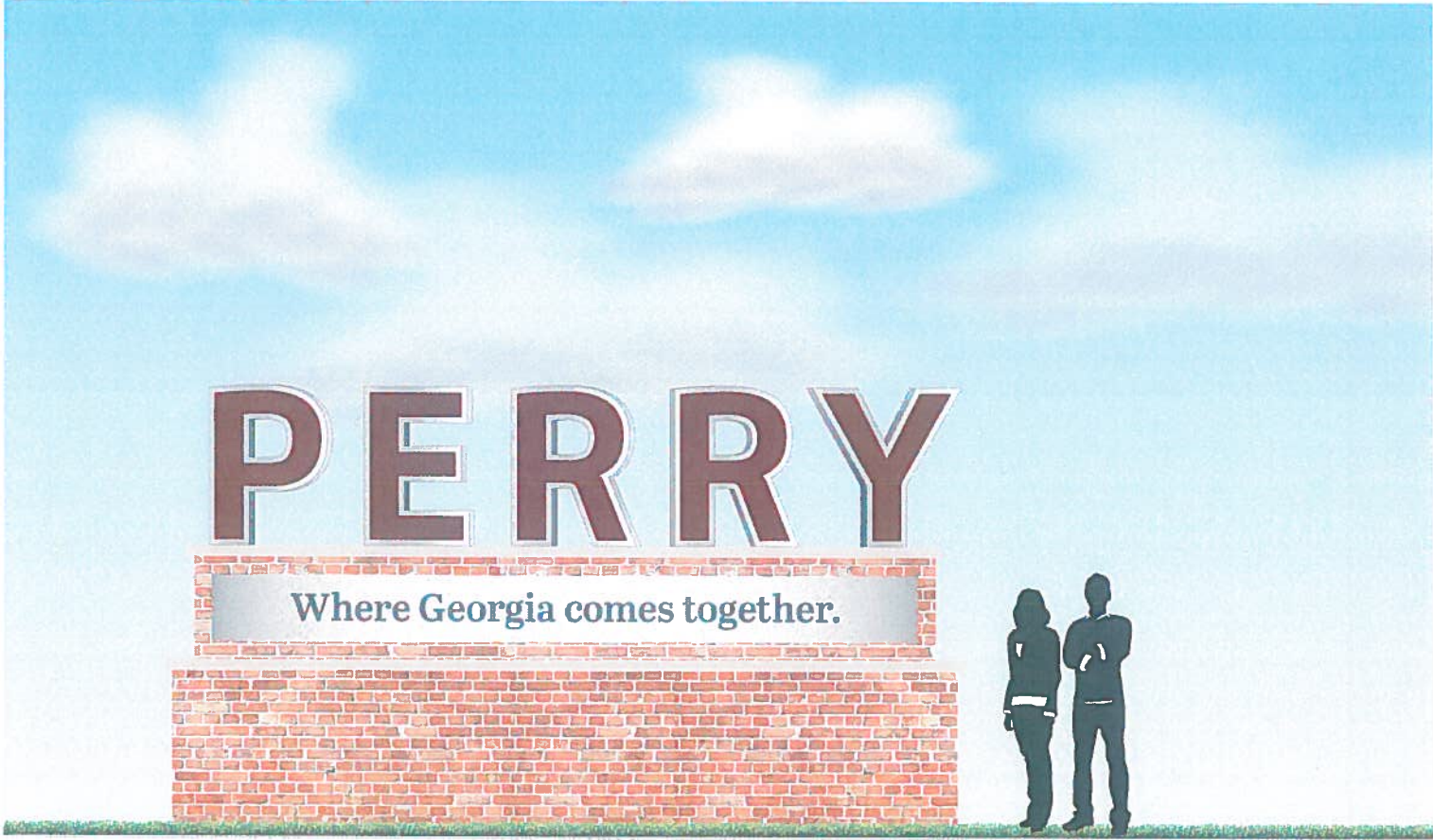
DRAWN BY: Der-el Czubacki ISSUED FOR:
PROJECT MANAGER: Anthony Czubacki Design Development

DATE:
04/21/2017

CUSTOMER APPROVAL:

DATE:

SHEET
03.4



KMA DESIGN
104 Broadway Street
Carnegie, Pa 15106

THEKMA GROUP/CDM
V 412 429-4071
F 412 290-2275

OWNER
City of Perry

PROJECT
City Wayfinding

PROJECT #
101001

DRAWING TITLE
Exterior Sign Family

DRAWN BY Ashley M. Karna
PROJECT MANAGER Anthony Concolino

ISSUED FOR
Design Development

DATE
10-23-2017

CUSTOMER APPROVAL

DATE

SHEET

04





PERRY
Where Georgia comes together



KMA DESIGN
104 Broad Street
Camden, Pa 19108

THEMASCOUNTY
V 412-429-4071
F 412-260-2276

OWNER:
City of Perry

PROJECT:
City Wayfinding

PROJECT #:
180301

DRAWING TITLE:
Exterior Sign Family

DRAWN BY: Dan at Camberly
PROJECT MANAGER: Ariana Quinones

ISSUED FOR:
Design Development

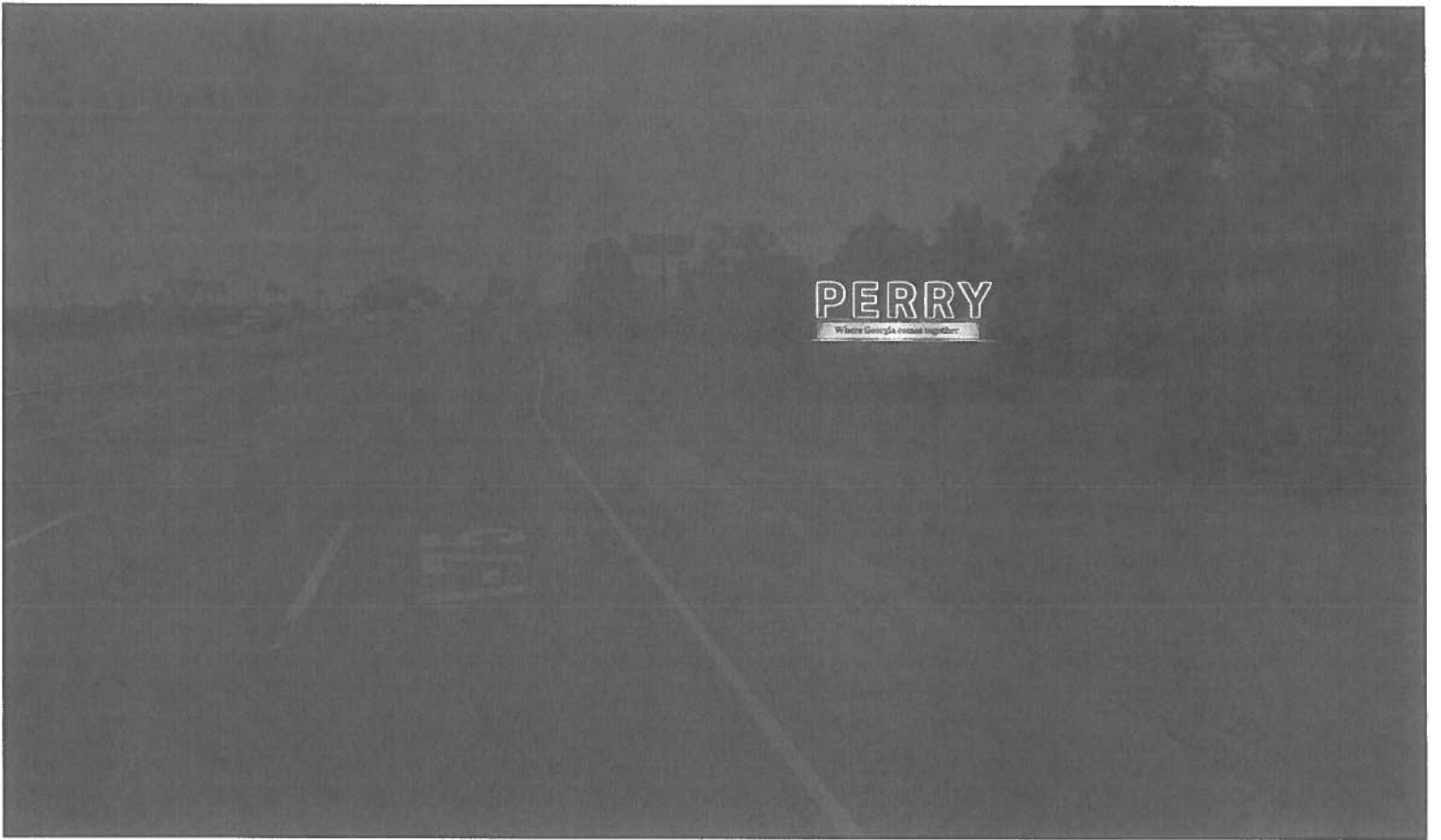
DATE:
04-21-2017

CUSTOMER APPROVAL:

DATE:

SHEET

04.3



PERRY
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KMA DESIGN
104 Broadview Street
Carnegie, Pa 15106

THE BALLOONPOON
V 412-429-4211
F 412-260-8276

OWNER:
City of Perry

PROJECT:
City Wayfinding

PROJECT #:
180021

DRAWING TITLE:
Exterior Sign Family

DRAWN BY: Dan of Crutchfield
PROJECT MANAGER: Ashley Crutchfield

ISSUED FOR:
Design Development

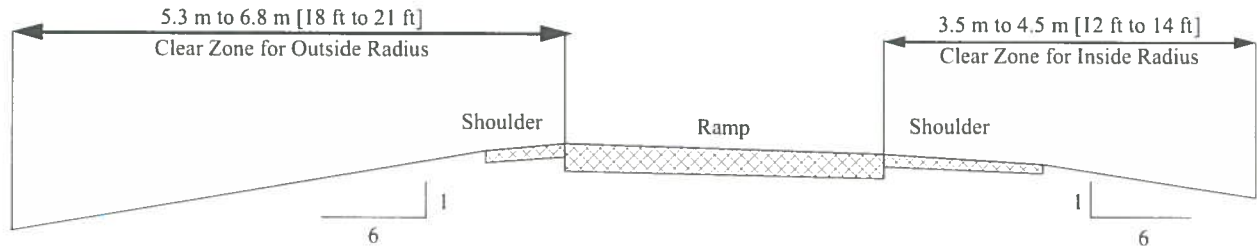
DATE:
04-21-2017

CUSTOMER APPROVAL:

DATE:

SHEET
04.4

EXAMPLE 3-K



Clear Zone for Simple Ramps Cross Section Curve 1

Curve 1

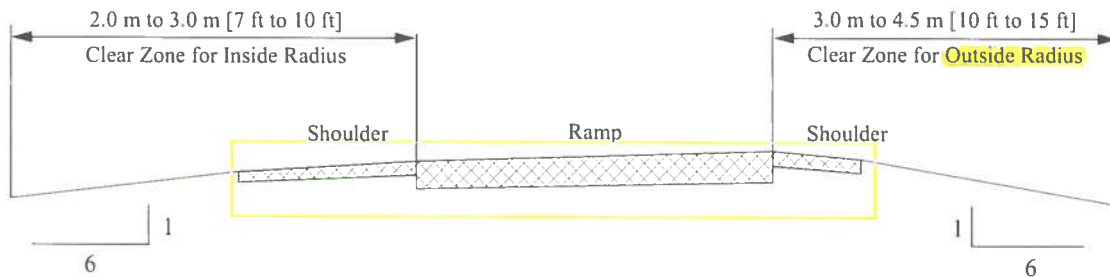
Design ADT: < 750

Design Speed: 90 km/h [55 mph]

Radius: 300 m [1000 ft]

Suggested clear-zone distance for 6:1 foreslopes along the inside of curve: 3.5 to 4.5 m [12 to 14 ft] (from Table 3-1)

Suggested clear-zone distance for 6:1 foreslopes along the outside of curve: $CZ_o = (L_o)(K_{c2}) = 3.5 \text{ to } 4.5 \text{ m [12 to 14 ft]} \times 1.5 = 5.3 \text{ to } 6.8 \text{ m [18 to 21 ft]}$ (from Tables 3-1 and 3-2)



Clear Zone for Simple Ramps Cross Section Curve 2

Curve 2

Design ADT: < 750

Design Speed: 50 km/h [30 mph]

Radius: 73 m [240 ft]

Suggested clear-zone distance for 6:1 foreslopes along the inside of curve: 2.0 to 3.0 m [7 to 10 ft] (from Table 3-1)

Suggested clear-zone distance for 6:1 foreslopes along the outside of curve: $CZ_o = (L_o)(K_{c2}) = 2.0 \text{ to } 3.0 \text{ m [7 to 10 ft]} \times 1.5 = 3.0 \text{ to } 4.5 \text{ m [10 to 15 ft]}$ (from Tables 3-1 and 3-2)



Measure distance
Click on the map to add to your path
Total distance: 30.72 ft (9.36 m)



Measure distance
Click on the map to add to your path
Total distance: 30.29 ft (9.23 m)











GEORGIA WATER & ENVIRONMENTAL SERVICES

1222 Main Street
Perry, GA 31069
(478) 235-0307
www.georgiawaterservices.com

October 30, 2017

Mr. Chad McMurrin
Lead Engineering Technician
City of Perry
1211 Washington Street
Perry, GA 31069

**Re: City of Perry Pump Station Improvements
Engineering Proposal for Services**

Dear Mr. McMurrin,

Please accept this letter as Georgia Water & Environmental Services, LLC. (GWES) proposal for engineering services related to preparation of contract documents, bidding, and construction administration for the City of Perry Pump Station Improvements. We thank you for the opportunity to assist the City with this important project.

PURPOSE

The City has requested a proposal for engineering services from GWES to upgrade and improve four (4) wastewater pump stations: (1) Highway 41 N, (2) Valley Drive, (3) Wooden Eagle, and (4) Wind River. Upgrades and improvements are listed per each station as follows:

1. Hwy 41 N
 - Replace Smith and Loveless suction lift pumps with submersible pumps
 - Upgrade instrumentation, controls, and electrical components
 - Retrofit existing wet well to house submersible pumps and appurtenances
 - Improve mechanical piping as necessary
 - Improve civil site as necessary
 - Install emergency diesel generator with AT switch and gear
 - Make modifications, if any, to SCADA
2. Valley Drive
 - Improve civil site as necessary
 - Install emergency diesel generator with AT switch and gear
 - Make modifications, if any, to SCADA
3. Wooden Eagle

- Install emergency diesel generator with AT switch and gear
 - Install SCADA
 - Upgrade instrumentation, controls, and electrical components associated with SCADA improvements
4. Wind River
- Install emergency diesel generator with AT switch and gear
 - Install SCADA
 - Upgrade instrumentation, controls, and electrical components associated with SCADA improvements

SCOPE

TASK 1 – ENGINEERING SURVEY SERVICES

We propose to provide the following engineering survey services:

- Perform topographic survey at each pump station assuming site size of 0.25 acres.
- Set a vertical benchmark and horizontal control points.
- Identify above ground features such as structures, fencing, signage, edge of pavement, trees, shrubs, etc.
- Identify above ground utilities such as valves, hydrants, manholes with inverts, etc.
- Identify inverts of receiving manhole, wet well, level sensors, etc.

TASK 2 – ENGINEERING SERVICES

We propose to provide the following civil and electrical engineering services:

- Perform one (1) site visit to each pump station to evaluate electrical requirements for recommended improvements
- Review Constantine's Preliminary Engineering Report for pump station improvements
- Coordinate with Xylem Flygt on submersible pump selection.
- Develop preliminary civil and electrical design plans as necessary.
- Develop preliminary civil and electrical specifications.
- Develop a preliminary opinion of probable construction cost.
- Submit preliminary design package to City and ESG for review.
- Meet with City and ESG to discuss questions and comments.
- Prepare and submit preliminary design drawings and specifications to EPD for review and comment.
- Develop final design plans based on City, ESG, and EPD review comments.
- Develop final project technical specifications and bidding documents.
- Submit final plans, specifications, and an opinion of probable construction cost to City for review.

TASK 3 - BID SERVICES

We propose to perform the following bid services for the subject project:

- Prepare 100% bid documents including plans and specifications for the City's use and record.
- Conduct a mandatory pre-bid conference.
- Provide Request for Information (RFI) and clarification responses to bidders.

- Prepare addenda(s) for bidder review and use.
- Conduct bid opening.
- Perform bid evaluation and coordinate evaluations with the City.
- Provide a Recommendation of Award to the City.

TASK 4 - CONSTRUCTION ADMINISTRATION

We propose to perform the following construction administration services for the subject project:

- Conduct a pre-construction conference with the Successful Bidder (Contractor) and the City.
- Perform civil and electrical submittal reviews.
- Coordinate and respond to RFIs.
- Conduct eight (8) on-site construction review meetings.
- Perform monthly pay request review.
- Perform commissioning activities associated with pump and SCADA equipment start-up.
- Perform punch list inspection and review with Contractor and the City.
- Prepare record drawings for City review and record.
- Perform project closeout activities.

ASSUMPTIONS

- A kickoff meeting with Mr. McMurrian will be scheduled to discuss project schedule, expectations, lines of communication, etc.
- The City will supply available as-built or record drawings of each pump station for GWES use.
- SCADA improvements will be coordinated with the City's preferred integrator and will adhere to typical functions of existing telemetry received at Frank Satterfield WPCP. No improvements at the WPCP is anticipated and such is considered outside of scope.
- Land Disturbing Activity (LDA) permit application will not be required with land disturbance less than 1 acre and negligible increase in impervious area.
- All work shall be complete within the City's rights-of-way and/or utility easements. State, County, and City ROW permits are not required.
- No environmental permitting efforts are included such as GA EPD stream buffer variance and USACE 404 permit applications.
- No easements are required for pump station improvements. Work associated with easement drawings and agreements are considered outside of scope.
- Services included in Tasks 3 and 4 are independent of Tasks 1 and 2. The City may include Tasks 3 and 4 at a later date if necessary for their associated fees.
- It is assumed construction activities, excluding equipment submittal and delivery, will be complete within an eight (8) week period.

FEE

We propose to provide the above engineering services on a time and materials basis including expenses with a not to exceed limit as follows:

Services	Fee
Task 1 – Engineering Survey	\$4,975.00
Task 2 - Engineering	\$42,220.00
Task 3 – Bid	\$3,160.00
Task 4 – Construction Administration	\$30,178.00
Total	\$81,533.00

GWES shall submit an invoice in the first week of the month for services rendered during the previous month. Invoices shall be accompanied by a description of services rendered and progress schedule for completion of the work. Payment is expected within net 30 days from receipt of invoice. GWES reserves the right to suspend or terminate work and to charge 1.5% per month for any invoice amount not paid within 30 days.

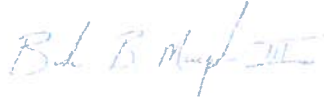
SCHEDULE

We are prepared to begin with these services immediately upon proposal approval. We anticipate Task 1 and 2 engineering services completion within four (4) months from issuance of Notice To Proceed.

We greatly appreciate the opportunity to provide this proposal. If the City approves of this proposal, we will provide our professional services agreement for the work. If you have any questions, please contact me.

With Highest Regards,

Georgia Water & Environmental Services, LLC.



Burke B. Murph III, PE, MBA
 Managing Partner
 478.235.0307
burke@georgiawaterservices.com