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August 16, 2021

**WORK SESSION AGENDA**  
PERRY EVENTS CENTER  
1121 MACON ROAD, PERRY, GA 31069

5:00 PM

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**To join the meeting by Facebook:** Use this URL - [facebook.com/cityofperryga](https://facebook.com/cityofperryga)  
This will allow you to view and hear the meeting.

1. Call to Order: Mayor Randall Walker, Presiding Officer.

2. Roll:

3. Public Hearing: Mayor Randall Walker

The purpose of this Public Hearing is to provide any interested parties with an opportunity to express their views and concerns in accordance with O.C.G.A. Sec. 48-5-32.

3a. Proposed retaining of the operation at 14.050 mills – Mr. L. Gilmour.

4. Items of Review/Discussion: Mayor Randall Walker

4a. Office of the City Manager

1. Welcome Guide – Ms. Tabitha Clark.
2. Design change to the proposed South Langston Road extension – Mr. L. Gilmour.
3. Parental leave – Mr. L. Gilmour.
4. Paid Time Off (PTO) proposal – Mr. L. Gilmour.
5. Consider amendments to City's comprehensive plan – Mr. R. Gilmour.
6. Utility Report – Mr. R. Smith
7. ARPA Coronavirus Local Fiscal Recovery Fund Project Grant – Mr. C. McMurrian.

4b. Finance Department

1. Discussion of options for acquiring a Special Events Van – Mr. M. Worthington.

- 4c. Office of the City Attorney
  - 1. Discussion of a tobacco-free policy – Ms. B. Newby.
- 4d. Department of Public Works
  - 1. Stanley Property Improvements – Ms. A. Fitzner.
- 5. Council Member Items.
- 6. Department Head/Staff Items:
- 7. Adjourn.

City of Perry  
 Current Tax Digest and Five Year History of Levy  
 Houston and Peach County

The Perry City Council does hereby announce that the City of Perry millage rate will be set at its Tuesday, September 7, 2021 meeting at 6:00 pm at the Perry Event Center, 1121 Macon Road, Perry Georgia. Pursuant to O.C.G.A. Sec. 48.5.32, as amended, the Council hereby publishes the following presentation for the current year's tax digest and proposed levy along with the tax digests and levies of the past five (5) years.

Tax Year	2016	2017	2018	2019	2020	2021
<u>Digest</u>						
Real/Personal	\$ 451,456,810	\$ 475,875,188	\$ 507,876,101	\$ 552,864,228	\$ 600,669,424	\$ 676,038,302
Motor Vehicle	14,753,270	11,211,480	8,862,230	7,595,300	6,478,460	5,683,280
Mobile Homes	679,220	703,584	684,436	596,252	564,988	577,752
Timber	-	36,033	20,343	55,973	135,334	-
Heavy Equipment	-	26,650	11,687	430	22,172	4,304
Gross Digest	\$ 466,889,300	\$ 487,852,885	\$ 517,454,792	\$ 561,112,183	\$ 607,870,378	\$ 682,303,638
Less Exemptions	(24,128,448)	(27,016,315)	(29,640,748)	(34,312,608)	(40,730,163)	(49,279,735)
Net M&O Digest	\$ 447,760,852	\$ 460,836,570	\$ 487,814,044	\$ 526,799,575	\$ 567,140,215	\$ 633,023,903

Millage	2016	2017	2018	2019	2020	2021
Gross Millage	14.05	14.05	14.05	14.05	14.05	14.05
Less Rollbacks	0.00	0.00	0.00	0.00	0.00	0.00
Proposed Millage Levy	14.05	14.05	14.05	14.05	14.05	14.05
Net Taxes Levied	\$ 6,220,778	\$ 6,474,745	\$ 6,863,786	\$ 7,401,534.03	\$ 7,968,320.02	\$ 8,893,985.84
Net Tax Increase	\$ 203,578	\$ 253,967	\$ 379,041	\$ 537,748.03	\$ 566,785.99	\$ 925,665.82
Net Tax% Increase	3.38%	4.08%	5.85%	7.83%	7.66%	11.62%

## **NOTICE OF PROPERTY TAX INCREASE**

The City of Perry Council has tentatively adopted a millage rate, which will require an increase in property taxes by 4.31 percent.

All concerned citizens are invited to the public hearing on this tax increase to be held at the Perry Event Center, 1121 Macon Road, Perry, Georgia, on August 16, 2021, at 5:00 PM.

Times and places of additional public hearings on this tax increase are at the Perry Event Center, 1121 Macon Road, Perry, Georgia, on August 17, 2021, at 6 PM and on September 7, 2021, at 6:00 PM.

This tentative increase will result in a millage rate of 14.05 mills, an increase of 0.58 mills. Without this tentative tax increase, the millage rate will be no more than 13.470 mills. The proposed tax increase for a home with a fair market value of \$150,000 is approximately \$34.80, and the proposed tax increase for non-homestead property with a fair market value of \$300,000 is approximately \$69.60.

Unless your property has increased due to reassessment, there will be no increase in your City tax bill. The millage rate has remained at 14.05 mills since 2014.



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**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

TO: Mayor/Council  
FROM: Lee Gilmour, City Manager  
DATE: August 10, 2021  
REFERENCE: Property tax

Unlike most cities Council requires that property taxes collected can only be used for certain purposes. These purposes are:

- Debt service payment for equipment/vehicle lease purchases, debt obligations for capital improvements not paid for by another fund and capital project construction.
- Certified police officers direct and support costs.
- Rescue response units.
- Public Safety dispatch.
- Cost of operating and maintaining public buildings.
- Cost of operating destination and passive parks
- Code enforcement and blight removal.
- Residential street lighting.

Attached is Exhibit "A" showing the uses of the FY 2021 property tax revenue. Exhibit "B" compares original to actual.

The City has received its 2021 property tax digest data and it is being advertised as required by law. The 2021 tax digest is estimated to increased 11.62%. Of this growth 63% is a result of additions to the digest. Historically, Council has retained the millage rate at its current 14.05. This is the City's millage rate since FY-2015.

The Administration recommends Council retain the current millage rate. Added growth requires added services. The additional revenue is recommended to be used for:

- Operating and maintenance costs of the new city hall.
- Addition of four (4) new police officers to provide better coverage in the new East Perry area.
- Add an additional code enforcement officer.
- Add Administrative support to the Department of Community Development to process code enforcement cases and address citizen calls.
- Provide funding for blight removal.

Please contact me if you have any questions or comments.

EXHIBIT "A"  
CITY OF PERRY – FY 2021

Property Tax Revenue	\$ 7,988,180
Property Tax Expenditures	
Debt Services	
Perry Public Facility Authority (Park improvements)	\$ 338,757
Perry Police (vehicle lease/purchasing)	460,378
Perry Fire (vehicle lease/purchasing)	155,217
Public Works (vehicle equipment lease /purchasing)	<u>76,407</u>
Category Total	\$ 1,030,399
Certified police officers costs/support	
Chief's office	\$ 253,384
Certification	110,401
CID	706,221
Evidence Management	131,364
Regional/Safe Streets	115,080
Patrol Squad	2,768,492
SRT	8,815
Support Services	241,389
Potter Training CTR	<u>18,245</u>
Category Total	\$ 4,351,391
Rescue Response Service (Primarily medical)	
Station #1 Rescue unit	\$ 655,540
Fire Prevention	9,418
Station #2 Rescue unit	<u>424,303</u>
Category Total	\$ 1,089,261
Public Safety Dispatch	
Houston County E-911 (City portion)	\$ 166,136
Operation and Maintenance of Public Buildings	
Public Works – Building Maintenance Operations	\$ 307,111
Public Works – City Hall	138,340
Public Works – Public Safety	120,045
Public Works – Worrall Center	107,584
Public Works – PEBS Building	<u>35,547</u>
Category Total	\$ 708,627

Operation and maintenance of public parks (destination and passive)	
Public Works – Calhoun Park	\$ 8,695
Public Works – Hafley Park	10,185
Public Works – Legacy Park	10,558
Public Works – Pine Needle Park	49,116
Public Works – Creekwood Park	51,668
Public Works – Rozar Park	<u>45,363</u>
Category Total	\$ 175,585

Code Enforcement	
Community Development – Code ADM	\$ 101,899
Community Development – Blight	<u>300</u>
Category Total	\$ 102,199

Street Lighting	\$ 364,582
Public Work – Street Lights	
Category Total	\$ 364,582

Expenditures Total	\$ 7,988,180
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EXHIBIT "B"

CITY OF PERRY  
PROPERTY TAX DATA – FY 2021

ITEM	FY 2021 ORIGINAL	FY 2021 FIND	
Revenue			
Property Tax	\$ <u>7,651,400</u>	\$ <u>7,988,180</u>	4.40%
Revenue Total	\$ 7,651,400	\$ 7,988,180	
Expenditures			
Debt Service			
PPFA (Parks)	\$ 22,500	\$ 338,757	
Police	446,200	460,378	
Fire	145,700	155,217	
Public Works	<u>92,300</u>	<u>76,407</u>	
Category Total	\$ 706,700	\$ 1,030,399	
Certified Police Officers Operations / Support			
Chief's Office	\$ 338,300	\$ 253,384	
Certification	107,300	110,401	
CID	651,700	706,221	
Evidence Mgt.	112,700	131,364	
Regional Safe Streets	63,000	115,080	
Patrol	2,471,100	2,768,492	
SRT	8,500	8,815	
Support Services	264,200	241,389	
Potter Training Center	<u>37,400</u>	<u>18,245</u>	
Category Total	\$ 4,054,200	\$ 4,351,391	
Rescue Response Units			
Station # 1	\$ 627,700	\$ 655,540	
Fire Prevention	—	9,418	
Station # 2	<u>413,200</u>	<u>424,303</u>	
Category Total	\$ 1,040,900	\$ 1,089,261	
Public Safety Dispatch			
Houston County E-911 (City portion)	\$ <u>166,000</u>	\$ <u>166,136</u>	
Category Total	\$ 166,000	\$ 166,136	



Cost of operating and maintaining public buildings

Building Mtce Operations	\$	298,800	\$	307,111
Building Mtce City Hall		121,400		138,340
Building Mtce Public Safety		105,700		120,045
Building Mtce Worrall Ctr		105,300		107,584
Building Mtce PEBS Bldg		<u>42,200</u>		<u>35,547</u>
Category Total	\$	673,400	\$	708,627

Cost of operating and maintenance of public parks  
(destination and passive)

Calhoun Park	\$	2,700	\$	8,695
Hafley Park		600		10,185
Legacy Park		—		10,558
Pine Needle Park		47,000		49,116
Creekwood Park		42,900		51,668
Rozar Park		<u>45,800</u>		<u>45,363</u>
Category Total	\$	139,000	\$	175,585

Code enforcement and blight removal

Administration	\$	94,600	\$	101,899
Blight removal		<u>5,300</u>		<u>300</u>
Category Total	\$	99,900	\$	102,199

Residential street lighting

Street lighting	\$	<u>334,300</u>	\$	<u>364,582</u>
Category Total	\$	334,300	\$	364,582

Expenditures Total \$ 7,214,400 \$ 7,988,180 10.72%

Difference \$ 437,000 \$ —



# Perry

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## WELCOME GUIDE





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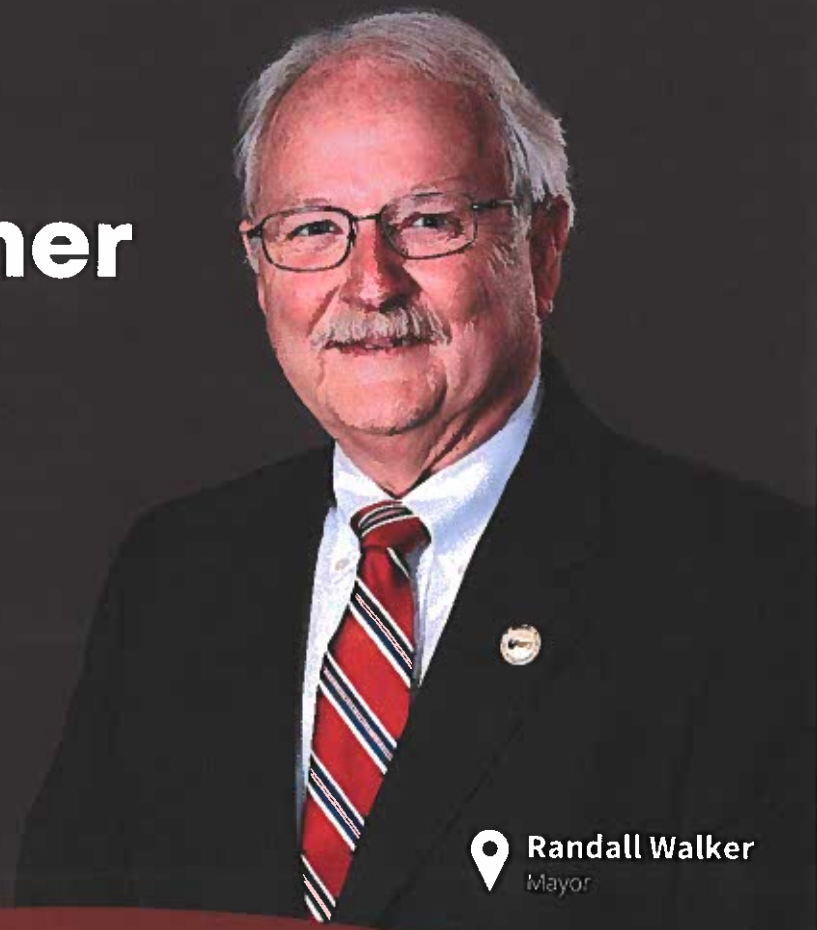
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This Welcome Guide is provided as a courtesy to our new customers. Information is up to date as of August 2021.

Please contact the appropriate department to verify the information in this guide is the most current.


**Questions? Contact the City of Perry  
Communications Office at (478) 988-2760.**

# Where *Georgia* Comes Together



An *award-winning* community...



 **Randall Walker**  
Mayor

Perry is, literally and figuratively, "Where Georgia Comes Together."

On behalf of the Perry City Council and myself, I would like to welcome and thank you for choosing Perry as your residence or a place to conduct business.

Our historic community encompasses over twenty-seven square miles along Interstate 75 right in the heart of Georgia. Perry has capitalized on the proximity to Robins Air Force Base, excellent schools, unique downtown, high quality of life, and a growing community.

We are committed to bringing quality growth to our city and value to our citizens. We place a premium on smart growth resulting in quality of life, engagement, and stability. Our strategic plan is city-driven and focused on supporting strategic economic and community development as we provide quality customer service to our citizens.

We look forward to seeing you around in our community #WhereGeorgiaComesTogether!

# MAYOR & COUNCIL



**Randall Walker**  
Mayor



**Phyllis Bynum-Grace**  
District 1 Post 1



**Willie King**  
District 1 Post 2



**Robert Jones**  
District 2 Post 1



**Joy Peterson**  
District 2 Post 2



**Darryl Albritton**  
District 3 Post 1



**Riley Hunt**  
District 3 Post 2

The Perry City Council is the legislative body of the Perry government.

The City Council is responsible for adopting all ordinances and resolutions, approving the annual operating and capital budgets, setting all tax rates, approving the five-year Capital Improvement Program, setting all user fees, making land use and zoning decisions, and establishing long-range plans and policies.

**Contact information for Mayor and Councilmembers is on the City's website at [perry-ga.gov](http://perry-ga.gov).**

**Work Sessions are held on the 1st and 3rd Monday beginning at 5:00 p.m.**

**Council Meetings are held on the 1st and 3rd Tuesday at 6:00 p.m.**

Meetings are live-streamed on the City's Facebook page and archived on the City's YouTube channel.

# CUSTOMER SERVICE

(478) 988-2754 | 1211 Washington Street | [perry-ga.gov/customerservice](http://perry-ga.gov/customerservice)

Customer Service is committed to providing courteous and efficient service to all utility customers.

The City provides water, gas, sewer, and garbage collection services to its citizens. Only water and gas are provided in unincorporated areas.

## NEW CUSTOMER INFORMATION

A non-refundable activation fee is required to set up services. All fees must be paid prior to activation of service. Applications may be completed online or in person at Perry City Hall.

Required Documentation:

- Official picture identification
- Signed lease agreement (if renting)
- Signed closing settlement or warranty deed (if purchasing)

## BILLING POLICIES & PAYMENTS

Customer Service Policies as of Aug. 2019

Accounts beginning with:

- 0 - due the 8th of every month
- 1 - due the 2nd of every month
- 3 - due the 15th of every month
- 4 - due the 10th of every month
- 5 - due the 19th of every month
- 7 - due the 5th of every month

To ensure the utmost accuracy in determining your bill, we use Advanced Meter Infrastructure software to determine your bill electronically. Results then go through a series of reviews before being sent to our customers.

## PAYMENT METHODS

- Online bill pay
- Bank draft
- Your Perry App | Free on iPhone & Android
- Kiosk | Available 24/7 in City Hall parking lot
- Call Customer Service | (478) 988-2754
- Text to Pay | (866) 230-5760
- Mail | City of Perry Utilities, PO Box 2030, Perry GA 31069

## OTHER INFORMATION

Planning to Dig?

Call the Utilities Protection Center before you dig.  
1-800-282-7411

Sanitation

Issues with trash collection

Bulk waste and/or yard debris

(478) 988-2732

# CUSTOMER SERVICE

(478) 988-2754 | 1211 Washington Street | [perry-ga.gov/customerservice](http://perry-ga.gov/customerservice)

## WATER, SEWER, GAS, AND SOLID WASTE FEE SCHEDULE

The current City fee schedule is located on the City's website ([perry-ga.gov](http://perry-ga.gov)) under the Customer Service icon.

## SANITATION

Residential, Commercial, and Industrial curbside sanitation and recycling services are provided by Waste Management.

The garbage toter shall be placed at the street-side no earlier than 3:00 p.m. on the day before the scheduled collection day. It should be removed from the street-side no later than 8:00 a.m. on the day after collection. All trash should be bagged before placing in the toter.

A 35-gallon wheeled recycling cart is available to citizens by request.

## BAGGING

The City encourages residential customers to bag leaves, grass clippings, pine straw, pine cones, small twigs, sticks, and shrubbery clippings. As an incentive, weekly credit is given to residents who bag their yard waste within the program guidelines.

## SENIOR EXEMPTION PROGRAM

Customers 65 years of age at the time of application or are determined to be totally disabled to a current ruling of any state or federal government agency are eligible for this program. Contact Customer Service for program details.

The account holder must apply in person at Customer Service located at Perry City Hall (1121 Washington Street) and provide effective year documents confirming the age and total household income.

## IMPORTANT PHONE NUMBERS

Customer Service | (478) 988-2754

- Billing Inquiries
- Water/Sewer Service
- Gas Service

After Hours Emergency | 911

Sanitation | (478) 988-2732

- Issues with trash collection
- Bulk waste and/or yard debris

## FORMS

Forms may be completed online at [perry-ga.gov](http://perry-ga.gov) or by visiting Customer Service inside Perry City Hall located at 1211 Washington Street in Perry.

# CITY SERVICES BILL Explained



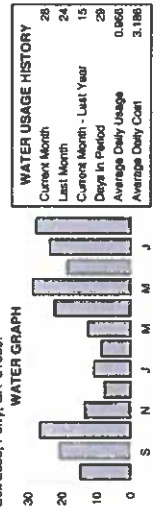
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1211 Washington St.  
PO Box 2030  
Perry, GA 31069  
(478) 988-2754

For questions regarding your bill, contact our Customer Service Center:  
Call: (478) 988-2754  
To pay by phone call (866) 230-5700  
Email: [customer.service@perry-ga.gov](mailto:customer.service@perry-ga.gov)  
[www.perry-ga.gov](http://www.perry-ga.gov)

Final Reading Date	Current Reading Date	Current Reading Date	Current Reading Date
07/08/2020	07/08/2020	08/09/2020	08/09/2020
Current Reading	Usage	Description	Current Charges
4830	4811	WATER CONSUMPTION	\$10.71
		WATER USAGE	\$3.00
		SEWER USAGE	\$3.41
		GAS CONSUMPTION	\$0.00
		SALES TAX ON GAS	\$0.00
		SOLID WASTE CHARGE	\$24.00
		STORMWATER UTILITY FEE	\$5.00
		FIRE PROTECTION FEE	\$22.00

Methods of payment: Pay 24 hours per day online at [www.perry-ga.gov](http://www.perry-ga.gov) or over the phone at (866)230-5700. "Your City" App connects to our website. The Kiosk at City Hall accepts cash, check, credit and debit 24 hours per day. Mail checks to P.O. Box 2030, Perry, GA 31069.



PLEASE DETACH AND RETURN BOTTOM PORTION OF PAYING BY MAIL. PLEASE DO NOT SIGN OR FOLD. PLEASE PRINT YOUR ACCOUNT NUMBER ON YOUR CHECK.

ACCOUNT #	BILL DATE	DATE DUE	TOTAL DUE
110-48000-01	08/11/2020	08/02/2020	\$90.40
PRIOR READ DATE	CURRENT READ DATE	DISCONNECT DATE	AMOUNT ENCLOSED
07/08/2020	08/09/2020	09/09/2020	\$99.44

Please remit and make checks in US funds payable to:  
CITY OF PERRY  
PO BOX 2030  
PERRY GEORGIA 31069-6030

Where Georgia comes together.  
PO BOX 2030  
Perry Georgia 31069  
ADDRESS SERVICE REQUESTED

ACCOUNT NUMBER	BILLING DATE	PREVIOUS BALANCE	LAST PAYMENT ON 08/06/2020	ADJUSTMENTS	CREDIT BALANCE	CURRENT CHARGES	TOTAL AMOUNT DUE	DATE DUE	AMOUNT DUE IF PAID AFTER 5:00 PM ON 08/02/2020 (includes 10% Penalty)
110-48000-01	08/11/2020	\$64.44	\$66.44	\$0.00	\$2.00	\$92.40	\$90.40	08/02/2020	\$99.44
DISCONNECT DATE		09/09/2020		THANK YOU FOR YOUR TIMELY PAYMENT ON YOUR LAST MONTHLY STATEMENT.					

**IMPORTANT NOTICE**  
This statement is for current charges only. Any payments received after this date are considered late. A bill is not considered paid until payment is received in the office. Failure to receive your bill does not relieve your obligation to pay.

**IMPORTANT INFORMATION**  
Please make sure we have your current phone number on file.  
The City of Perry will be closed on September 7th in honor of Labor Day. Our Customer Service Center will be closed on all the ACSR for safety purposes. Try our new tool to pay and safely store credit card information. If you see in person, masks are requested.  
If you have not filled out your 2020 Census form, please do before time runs out.  
Be Nature Friendly! Please don't dump anything into storm drains or in streams. Storm water has to find its way to the expense of the City's AS4 State mandated permit to meet property tax increases.  
The Annual Consumer Confidence Report for your drinking water can be found posted at City Hall and on our website at <https://www.perry-ga.gov>

**Water Consumption**  
Pays for water treatment, transmission lines, and water facilities debt service based on consumption.

**Water Base**  
Pays for water department's operations and billings. Based on number of water meters, operations, and billings.

**Sales Tax on Gas**  
The State of Georgia requires sales tax be paid on natural gas. Consumption based on customer usage costs.

**Solid Waste Charge**  
Pays for solid waste collections, disposal, recycling materials collection and processing, bulk items pick up, yard debris collection, and disposal and operational debt service.

**Stormwater Utility Fee**  
Pays for state-mandated inspection, maintenance, and repair costs on the City's stormwater systems. Requirements are stated on the permit.

**Sewer Usage**  
Pays for wastewater treatment, lift stations, line maintenance, and wastewater debt service. Based on water consumption.

**Fire Protection Fee**  
Pays for doubling the City's fire staff at the Washington Street headquarters and the Davis Fire Station on Commodore Drive.

**Gas Consumption**  
Pays for natural gas purchases, transmissions, gas system debt services, operations, and billings. Based on consumption.

**Gas Base**  
Pays for natural gas shares, for meter reading, operations, and billings. Based on the number of meters.

**Gas Base**  
Pays for natural gas shares, for meter reading, operations, and billings. Based on the number of meters.

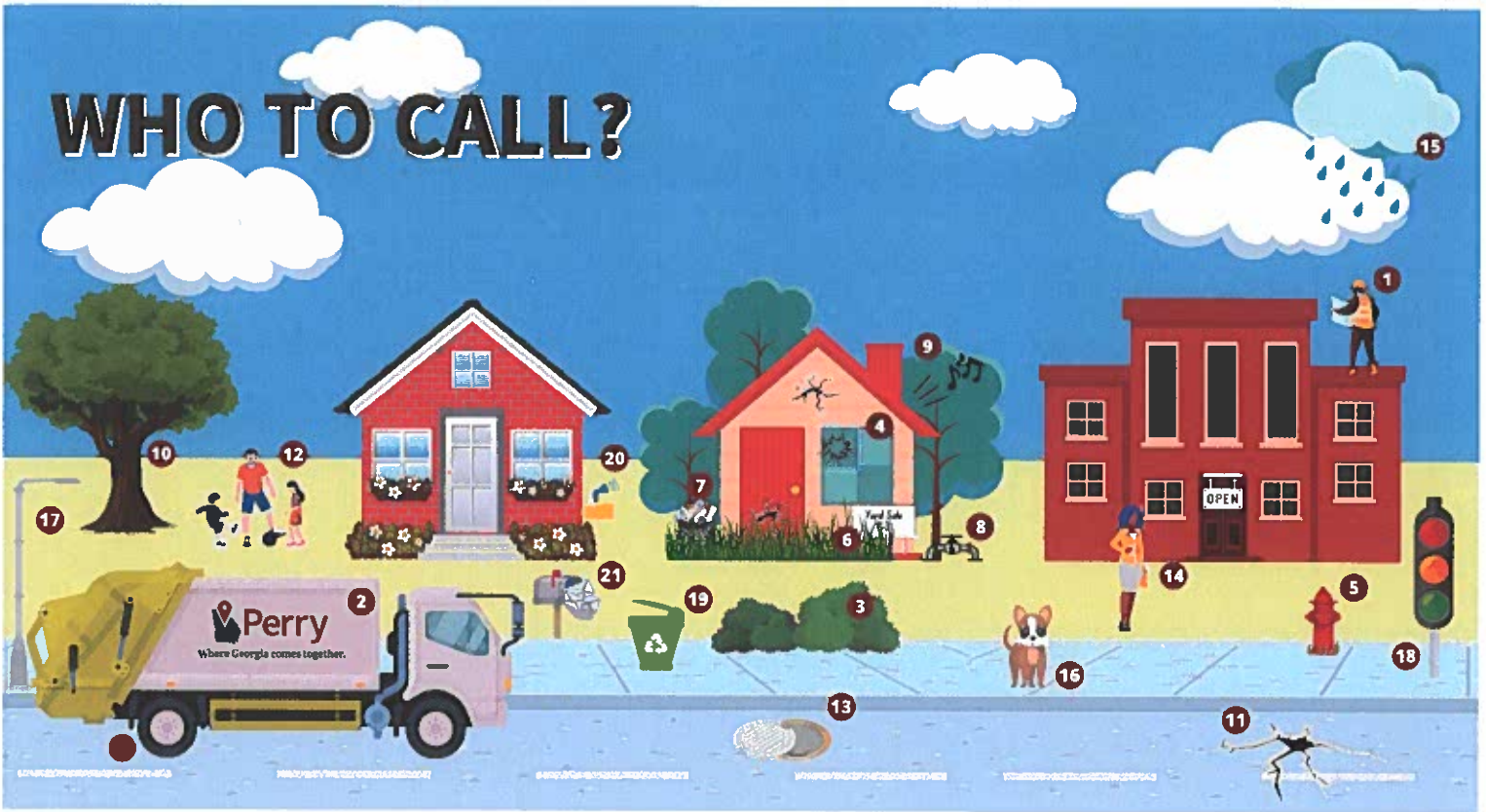


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**QUESTIONS?** Visit [perry-ga.gov](http://perry-ga.gov) or call (478) 988-2754.



# WHO TO CALL?



## 1 Building & Construction

Community Development | (478) 988-2720  
[perry-ga.gov/community-development](http://perry-ga.gov/community-development)

## 2 Bulk Item Special Pickup

Public Works | (478) 988-2732  
[perry-ga.gov/public-works](http://perry-ga.gov/public-works)

## 3 Bushes/Trees Need Trimming

Public Works | (478) 988-2732  
[perry-ga.gov/public-works](http://perry-ga.gov/public-works)

## 4 Code Compliance Issue

Community Development | (478) 988-2704  
[perry-ga.gov/community-development](http://perry-ga.gov/community-development)

## 5 Fire Hydrant

Fire & Emergency Services | (478) 988-2850  
[perry-ga.gov/fire-emergency-services](http://perry-ga.gov/fire-emergency-services)

## 6 Overgrown Grass

Residential | Code Compliance | (478) 988-2704  
 Right of Way | Public Works | (478) 988-2732

## 7 Litter

Public Works | (478) 988-2732  
[perry-ga.gov/public-works](http://perry-ga.gov/public-works)

## 8 Natural Gas

Customer Service | (478) 988-2754  
[perry-ga.gov/customerservice](http://perry-ga.gov/customerservice)

## 9 Noise Complaints

Police Department | (478) 988-2800  
[perry-ga.gov/police-department](http://perry-ga.gov/police-department)

## 10 Parks

Public Works | (478) 988-2732  
[perry-ga.gov/parks](http://perry-ga.gov/parks)

## 11 Pothole

Public Works | (478) 988-2732  
[perry-ga.gov/public-works](http://perry-ga.gov/public-works)

## 12 Recreation/Sports

Leisure Services | (478) 988-2860  
[perry-ga.gov/leisure-services/](http://perry-ga.gov/leisure-services/)

## 13 Sewer

Customer Service | (478) 988-2754  
[perry-ga.gov/customerservice](http://perry-ga.gov/customerservice)

## 14 Starting a Business

Economic Development | (478) 988-2755  
[perry-ga.gov/economic-development](http://perry-ga.gov/economic-development)

## 15 Stormwater Issue

Community Development | (478) 988-2720  
[perry-ga.gov/stormwater](http://perry-ga.gov/stormwater)

## 16 Stray Animals

Animal Control | (478) 988-2888  
[perry-ga.gov/animalcontrol](http://perry-ga.gov/animalcontrol)

## 17 Street Lights

Public Works | (478) 988-2732  
[perry-ga.gov/public-works](http://perry-ga.gov/public-works)

## 18 Traffic Lights

Public Works | (478) 988-2732  
[perry-ga.gov/public-works](http://perry-ga.gov/public-works)

## 19 Trash & Recycling

Public Works | (478) 988-2732  
[perry-ga.gov/public-works](http://perry-ga.gov/public-works)

## 20 Water Issue

Customer Service | (478) 988-2754  
[perry-ga.gov/customerservice](http://perry-ga.gov/customerservice)

## 21 Taxes & Business Licenses

Customer Service | (478) 988-2740  
[perry-ga.gov/customerservice](http://perry-ga.gov/customerservice)

## REPORT AN ISSUE ON OUR APP!

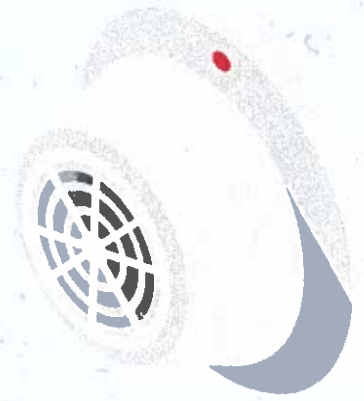
Download our free app to report an issue directly from your mobile device. Get real-time updates on your request.

Your Perry



# HOMEOWNER MAINTENANCE

## TIPS FOR MAINTAINING YOUR HOME



### INTERIOR

- 1 Inspect and change HVAC filters (if necessary)** ← *monthly*  
If the filter is dirty, change it out. If not, inspect it again next month. For smaller families, without pets or allergies, filters can last 2-3 months.
- 2 Test smoke & carbon dioxide detectors.** ← *Every 4 months*  
Detectors should have a "test" button. If so, press and listen for an alarm. If you don't hear a sound, replace the batteries and test again.
- 3 Run water and flush toilets in unused spaces** ← *Every 6 months*  
Places you don't use on a regular basis such as guest bathrooms, or other sinks/water sources should be flushed or momentarily run the water at least twice a year. This will clear grime or other types of buildup.
- 4 Test water heater's pressure relief valve.** ← *Every 6 months*  
This will prevent mineral and corrosion buildup, which safeguards against leaks, and allow your heater to run efficiently.
- 5 Deep clean your home.** → *Every 6 months*  
Take one Saturday every six months and properly deep clean your home. Appliance, windows, dusting, etc. is a great place to start.
- 6 Vacuum refrigerator coils.** → *Every 6 months*  
Over time, refrigerator coils become dirty and require more energy. Some homeowners can save up to \$100 a year by cleaning the coils.



# HOMEOWNER MAINTENANCE

## TIPS FOR MAINTAINING YOUR HOME

### EXTERIOR ← *Once a year*

#### 1 **Clean out gutters.**

Clean any accumulated leaves, grime, sediment, etc. so water can flow through the gutters efficiently.

#### 2 **Inspect the exterior of your home.**

Paint chipping? Siding damage or discoloration? Holes in any bricks? Take a close look around your home and make any needed repairs.

#### 3 **Is your air conditioner ready for the summer?**

Consider getting your air conditioner serviced by a professional to save money and headaches when you need it the most.

#### 4 **Inspect plumbing for leaks, clean aerators on faucets.**

Checks every faucet and toilet for small leaks. Do your faucets have poor water pressure? The aerator likely needs to be cleaned out.

#### 5 **Get rid of insects!**

Ants, spiders, moths, flies, and mosquitos are common. Keep cobwebs clear, ant poison handy, and make sure any standing water is discarded.

### OTHER TIPS

- ✓ Mow your yard at least every two weeks. Trim sidewalks/driveways once a month.
- ✓ Collect leaves, sticks, and branches on regular basis and place curbside for pick-up. Bagging yard debris gets a credit on your city services bill.
- ✓ Keep front and side yards neat and clean. No toys, storage units, vehicles, etc. in public view.



Place solid waste totter/ recyclables to the curbside the night before pick-up.

Return totters out of public view after pick-up.

# CITY FACILITY LOCATIONS

## CITY HALL

**1211 Washington Street | (478) 988-2700**

Customer Service, Mayor's Office, City Manager, City Attorney, Finance, Administration, Communications, Downtown/Mainstreet, Economic Development, City Clerk, Personnel, Taxes/Licenses

## PUBLIC SAFETY BUILDING

**1207 Washington Street | Police (478) 988-2800 | Fire (478) 988-2850**

Police Department Operations, Administration, Patrol, Criminal Investigations, Property/Evidence, Records/Reports, Support Services, Fire & Emergency Services, Fire Operations, Municipal Court Operations

## PERRY EVENTS CENTER

**1121 Macon Road | Reservations (478) 988-2870**

City Council Work Sessions, Pre-Council, and Council Meetings, Events Manager, Reserved Events, Municipal Court Proceedings

## PLANNING, ENGINEERING, AND BUILDING SERVICES

**741 Main Street | (478) 988-2720**

Community Development Operations, Community Planning, Building Permits, Code Compliance, Planning and Zoning, Stormwater Management, Fire Marshal, Engineering, Housing, Infrastructure

## LEISURE SERVICES

**1060 Keith Drive | (478) 988-2860**


Leisure Services Operations, Athletics, Summer Camps, Parks, Instructional Classes, James E. Worrall Community Center

## PUBLIC WORKS

**500 Ball Street | (478) 988-2732**

Public Works Operations, Solid Waste, Animal Control, Streets, Landscape Management, Vehicle Maintenance, Maintenance, Perry Events Center Reservations, Bulk/Yard Waste



 **City Hall**  
1211 Washington St.

## NEED TO CONTACT A SPECIFIC CITY EMPLOYEE?

Visit [perry-ga.gov/directory](http://perry-ga.gov/directory) for individual City employee information. You can search by last name, first name, and category.



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THE

# NASTY

CODE COMPLIANCE

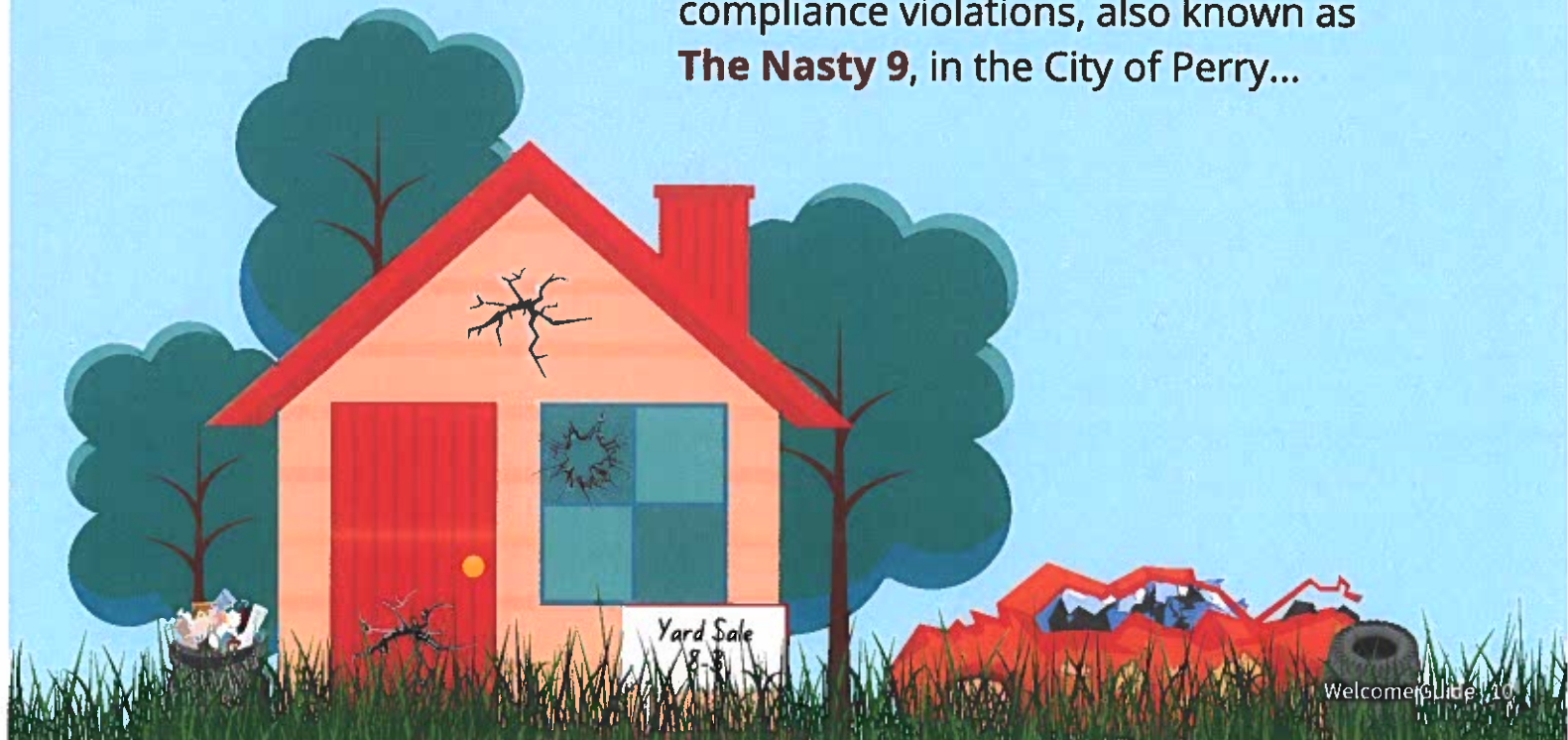


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In 2020, City of Perry Code Compliance identified **898 violations** within City limits. Violations can lead to fines, property liens, court appearances, and possible condemnation of the dwelling.

**Violations can negatively impact the safety and home values of neighborhoods.**

Here are the nine most common code compliance violations, also known as **The Nasty 9**, in the City of Perry...



## 1 Derelict Vehicles

A vehicle that does not have valid insurance, tag, and/or inoperable on a public roadway.



## 2 Overgrown Grass

It is unlawful for residential or commercial properties to become overgrown with weeds and grasses. Grass may only be a maximum of 8" in height.

## 3 Loose Garbage

All residential and commercial rubbish/garbage must be stored in a proper receptacle provided by the City of Perry.

## 4 Construction Clutter

All construction sites must be maintained in a clean, safe manner and discarded materials stored in a proper receptacle.

## 5 Old Tires

Scrap tires must be stored inside an approved storage container.



## 6 Signs

Stick in the ground signs are not allowed. Do not affix signs or other paper to utility poles, waste receptacle, bench, or other structure except as authorized or required by law.



## 7 Mosquito Breeders

All outside containers must be kept free of water or otherwise treated to prevent mosquito breeding.



## 8 Pool Barriers

All pools must have an adequate barrier around them.

## 9 Blight

Blighted properties are a nuisance and property owners must maintain their properties as stated in the International Code Council regulations and City ordinances.

Residents are encouraged to examine their own properties for any possible issues with **The Nasty 9**.

**Code Compliance Complaint?** Download the YourPerry app to create a report or call (478) 988-2704.



**Perry**



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## Leisure Services

# Quality of Life

If you're looking for adventure, the beauty of nature, or a place to cool off... **Perry** has it all.



## AMENITIES

### PARKS

If you're looking for adventure or a place to enjoy nature...Perry has the perfect park for you.

Explore Perry's parks at [perryga.gov/park](http://perryga.gov/park).

### ATHLETICS

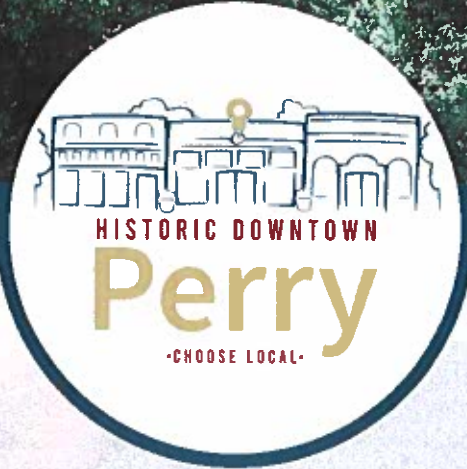
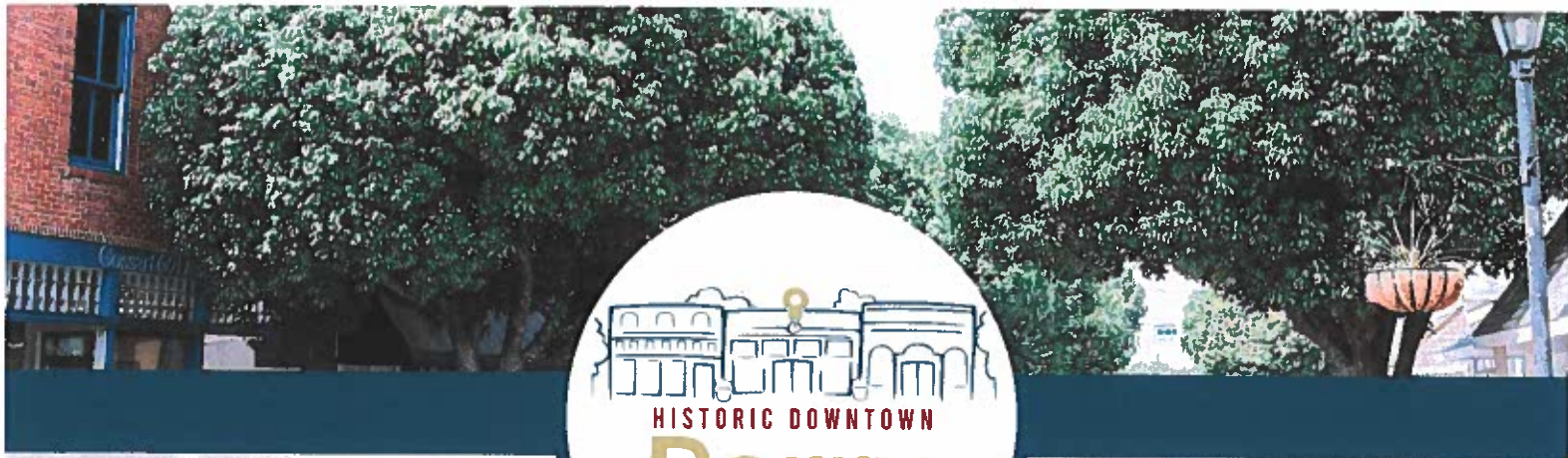
The City offers a variety of athletics throughout the year to include football, cheerleading, baseball, t-ball, basketball, and more.

Learn more at [perryga.gov/athletics](http://perryga.gov/athletics).

### SENIORS

The Senior Center is located at the James E. Worrall Center (1060 Keith Drive).

Senior are welcome to use the gym and game room 8:00 a.m. - 12 p.m. daily.



[PERRY-GA.GOV/MAINSTREET](http://PERRY-GA.GOV/MAINSTREET)

## Welcome to Historic Downtown Perry!

Our thriving downtown is the perfect spot to relax, shop, and dine. Featuring several eating establishments and over two dozen retail stores - Historic Downtown Perry has everything you're looking for.

### SHOP (AND EAT) TIL YOU DROP!

Handmade soaps, quality craft beer, and the perfect gift for that someone special can all be found downtown!

Plan your visit by browsing business profiles on our website at [perry-ga.gov/mainstreet](http://perry-ga.gov/mainstreet).

### SERVICES

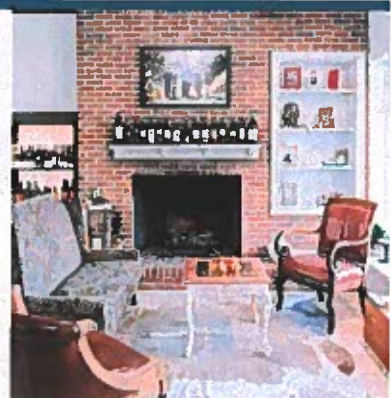
Historic Downtown Perry also offers a variety of speciality services including health and beauty, finance, insurance, and attorney services.

### RESTAURANT DISTRICT

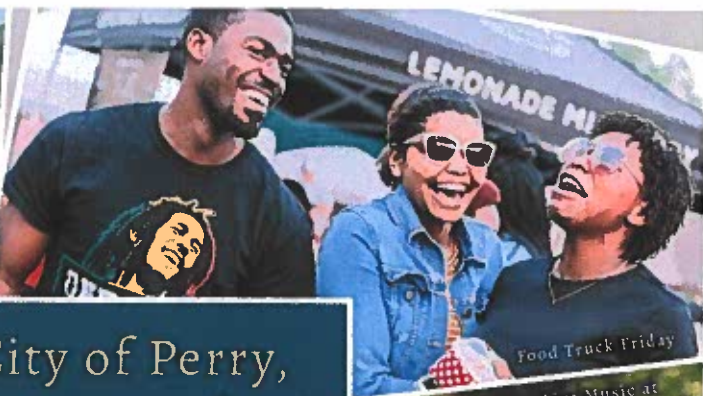
A customer may take an alcoholic beverage in a plastic cup on public spaces within the district, including sidewalks, rights of way, buildings, and public parks between 11:00 a.m. and midnight daily.

### EVENTS

We have fun in Historic Downtown Perry! There's always something happening between Food Truck Fridays and the City's annual Buzzard Drop! Check out the events calendar on the Main Street website!







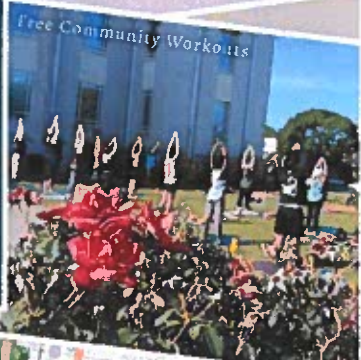
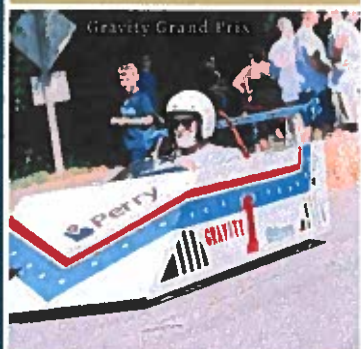
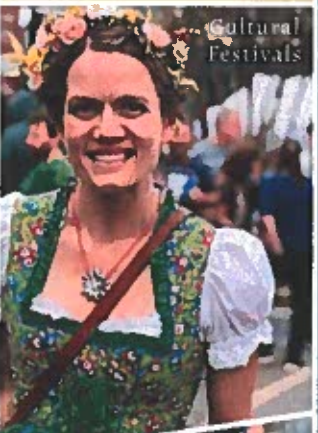
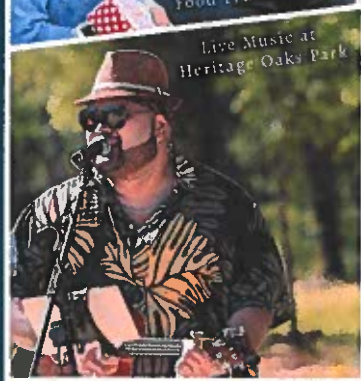
## Welcome to the City of Perry, where Georgia comes together!

The City of Perry is proud to host a variety  
of unique events for the community!

From festivals in Historic Downtown Perry  
to concerts at community parks and  
so much more, our events provide  
memorable experiences  
for everyone to enjoy!

To view our current  
City of Perry Special Events Calendar  
or learn more about becoming  
a vendor, performer, or partner  
at one of our events,  
please visit:

[perry-ga.gov/special-events-information](http://perry-ga.gov/special-events-information)  
or call 478-954-5758



**INTERESTED IN PARTICIPATING?**  
Each City of Perry Special Event is uniquely designed to allow us the opportunity to work with a variety of local and regional businesses and performers! Due to the overwhelming interest that we receive for participation in our events, applicants will be contacted directly if they are approved for participation.  
**CURRENTLY SEEKING VENDORS, PERFORMERS & MORE!**



Learn more at: [perry-ga.gov/special-events-information](http://perry-ga.gov/special-events-information)

# GET INVOLVED



The City of Perry encourages all residents to take an active part in their government! There are numerous opportunities to make an impact on your community. Visit [perry-ga.gov/SOI](http://perry-ga.gov/SOI) for details.

## OPPORTUNITIES

- ✓ Downtown Development Authority
- ✓ Main Street Advisory Board
- ✓ Main Street Promotions Committee
- ✓ Planning Commission
- ✓ Coach and Instructor Volunteers

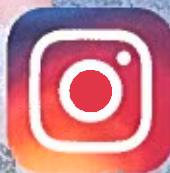
## HOW DO I GET INVOLVED?

- ✓ Complete online application at [perry-ga.gov/SOI](http://perry-ga.gov/SOI).
- ✓ Contact City Clerk at (478) 988-2736 for a paper application.

A photograph of three young adults standing on a paved street at what appears to be a festival or fair. On the left, a woman with long brown hair wears a blue baseball cap with a white 'A', a black tank top, and denim shorts, holding a beer. In the center, a woman with blonde hair wears a blue baseball cap with 'ST. AUGUSTINE' and 'FLORIDA' on it, a sparkly silver crop top, and denim shorts. On the right, a man wears a black baseball cap with 'SUPER' on it, sunglasses, a grey t-shirt with 'QUEENS OF STONEAGE' printed on it, and jeans, holding a beer. The background shows a crowd of people, trees, and buildings under a clear sky.

*Connect With Us!*

Perry-Ga.gov



**Nextdoor**

P E R R Y P A R K W A Y - E A S T

Right of Way - 160'  
No sidewalk, curb, or gutter  
4 lane with median crossings

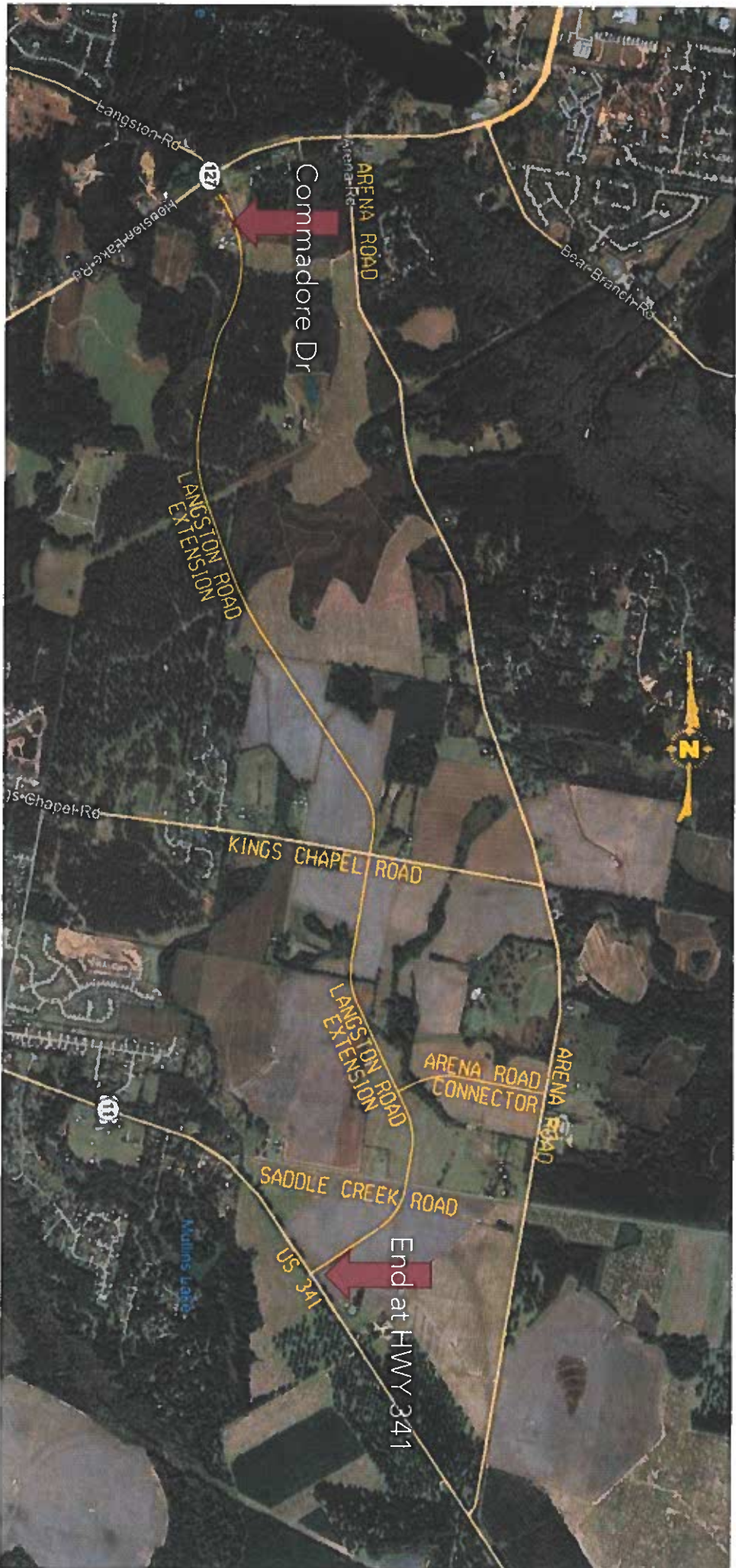


L A K E J O Y  
Right of Way - 80'  
sidewalk, curb, and gutter  
3 Lane



LANGSTON ROAD  
EXTENSION

Original Plan  
Commadore Drive to HWY 341





LANGSTON ROAD EXTENSION AT HWY 341



LANGSTON ROAD EXTENSION TO HWY 341 AT  
SADDLE CREEK





LANGSTON ROAD EXTENSION  
END AT SADDLE CREEK



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**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

TO: Mayor/Council  
FROM: Lee Gilmour, <sup>LG</sup>City Manager  
DATE: August 10, 2021  
REFERENCE: Parental leave

With the experiences fresh in your minds from the Georgia Municipal Association's 2021 annual convention the Administration recommends Council approve a new benefit of parental leave.

The parental leave would be available to any full-time employee who:

- Has the birth of a child.
- Has the placement of a minor child for adoption.
- Has the placement of a minor child for foster care.

The period would be up to 120 hours in a rolling twelve (12) month period. An employee would need to be past probation to qualify. This proposal is modeled on the one just enacted for State of Georgia employees.

This benefit follows the City's modeling to be a family friendly community and will be a great recruitment tool.

cc: Mr. R. Smith  
Ms. K. Bycenski



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**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

TO: Mayor/Council  
FROM: Lee Gilmour, City Manager  
DATE: August 9, 2021  
REFERENCE: Paid Time Off (PTO)

Reviewing how other local governments are responding to changing work force demands and the position of many employees, the Administration recommends Council approved shifting the current sick leave/annual leave to paid time off with catastrophic sick leave.

The proposed plan would:

1. Shift up to seventy (70) hours from each employee's sick leave balance to paid time off.
2. All accrued annual leave would shift to paid time off.
3. Employees could use the PTO subject to supervisor approval, for any purpose.
4. Any remaining balance of sick leave would shift to catastrophic sick leave.
5. The change would be effective January 1, 2022.
6. Employees would earn only PTO hours based on an employee's work shift and years of employment.
7. Upon separation for any reasons an employee would be paid out the balance of his/her PTO hours up to a cap depending on years of service and scheduled shift.
8. There will be no cap to accrued PTO time.

Attached is a memo detailing the explanation of the PTO proposal and how the catastrophic sick leave would be administered.

If this proposal is acceptable to Council, the Administration recommends Council hold a series of hearings to obtain employee input.

cc: Mr. R. Smith  
Personnel



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**DRAFT LEAVE POLICY AMENDMENT:  
PAID TIME OFF (PTO) PROPOSAL**

**ADOPTION SCHEDULE & APPLICATION**

If this proposal is adopted by Council, it will go into effect on January 1, 2022, and will apply to all full-time City of Perry employees.

**PROPOSED CHANGES**

The City's current leave policy will be amended to establish the following:

- The City will convert from the current accrued time off program, which features separate sick leave and vacation leave balances, to a Paid Time Off (PTO) program. PTO is an all-purpose time off policy, meaning PTO hours may be used for any absence for which the employee wishes to be paid, such as vacation, personal business, medical appointments, etc. PTO will provide one flexible bank of hours for an employee to draw from.
- Employees' accrued sick leave and vacation leave will be converted to Paid Time Off (PTO) according to the following formula:
  - 100% of each employee's accrued vacation hours will be converted to Paid Time Off.
  - Each employee's accrued sick leave, up to a maximum of 70 hours, will be converted to Paid Time Off.
  - An employee with accrued sick leave exceeding 70 hours will have all excess hours converted to Catastrophic Sick Leave (CSL), details on which are below.
- Once existing leave balances are converted to PTO, employees will begin to accrue PTO with each pay period. This accrual will be equal to the current vacation leave accrual rate plus the current sick leave accrual rate for which the employee is eligible based on employment category and years of service — i.e.:
  - Employees not separately categorized below with less than 5 years of service will accrue 6 hours and 5 minutes of PTO per pay period.
  - Employees not separately categorized below with 5 years of service or more will accrue 7 hours and 37 minutes of PTO per pay period.
  - 12-hour shift, certified police officers with less than 5 years of service will accrue 6 hours and 24 minutes per pay period.
  - 12-hour shift, certified police officers with 5 years of service or more will accrue 8 hours per pay period.
  - 24-hour shift, certified firefighters with less than 5 years of service will accrue 8 hours and 34 minutes of PTO per pay period.
  - 24-hour shift, certified firefighters with 5 years of service or more will accrue 10 hours and 43 minutes of PTO per pay period.
- Between Council's adoption of this amendment and January 1, 2022, employees will continue to accrue vacation and sick leave hours each pay period. On January 1, 2022, only

PTO time will accrue. The 50% of an employee's sick leave that has been rolled into Catastrophic Sick Leave (CSL) will not accrue any additional hours.

- Upon separation from employment, employees will be entitled to pay-out of any accrued PTO according to the following schedule:

All employees not separately categorized below

Months of Service	Maximum Hours Paid Out
<60 months:	240 hours
<120 months:	280 hours
<180 months:	320 hours
180+ months:	360 hours

12-Hour Shift, Certified Police Officers

Months of Service	Maximum Hours Paid Out
<60 months:	258 hours
<120 months:	301 hours
<180 months:	344 hours
180+ months:	387 hours

24-Hour Shift, Certified Firefighters

Months of Service	Maximum Hours Paid Out
<60 months:	366 hours
<120 months:	424 hours
<180 months:	482 hours
180+ months:	540 hours

- This schedule marks a significant shift from the current leave policy, which caps the maximum payout for regular employees at 240 hours and 366 hours for 24-hour shift, certified firefighters, regardless of tenure, and which lacks a separate category for 12-hour shift, certified Police Officers. A long-serving employee with sufficient accrued PTO would net a 50% increase in pay-out upon separation as a result of this change. After conducting a study to assess the financial liability of this recommendation, we can report that the increase to compensated absences (whether taken as leave or paid out) resulting from this change is nominal.
- In the event of an employee's death, a payment of accrued PTO hours up to the applicable limit may be paid to the employee's estate or next of kin.
- No employee will be entitled to pay-out of any accrued Catastrophic Sick Leave (CSL).
- Accrual of PTO hours will not be capped.
- Employees are expected to submit PTO requests as early in advance as possible. When advance notice is not possible — such as if an employee wakes up before their shift with a surprise illness — normal notification procedures apply. At a minimum, and absent a policy by the employee's assigned department, the employee is expected to notify their supervisor at least 60 minutes in advance of their scheduled start time. Failure to do so may result in denial of PTO and disciplinary action.
- PTO will be used and charged in quarter-hour units, except for exempt employees, for whom it will be charged in 8-hour increments.

- Regular full-time employees will continue to accrue PTO while on authorized paid leave, but PTO will not accrue during leaves of absence without pay.
- Each employee's accrued sick leave hours that are converted into CSL will be tracked by Personnel and available for use by the employee should they be unable to report to work for an extended period as a result of a significant illness, injury, or condition occurring either to themselves or to a member of their household for whom they are the primary caretaker.
- CSL will not be granted for common short-term illnesses or injuries, such as seasonal colds or flus, but will be reserved for those who have sustained, or must care for a family member who has sustained, a life-threatening or debilitating injury or illness, or one that prevents the employee from reporting to work for an extended period. For the purposes of CSL, an extended period is generally defined as more than five shifts for regular employees, and more than three shifts for firefighters.
- Because some medical conditions may involve recurring absences over time (such as for treatment purposes), use of CSL may be granted for non-consecutive shifts.
- CSL will be approved on a case-by-case basis by the relevant Department Head or higher authority, who may request medical documentation from the requesting employee.
- Denial of use of CSL may be appealed to the City Manager, whose decision will be considered final. In cases where the City Manager is the initial approval authority, the employee may appeal to the Mayor.
- Once an employee's CSL is exhausted, they may use any accrued PTO. If no PTO is available, the employee will be in an unpaid status. Because there is no option to convert PTO to CSL, an employee who has exhausted their CSL balance will have this account permanently closed.
- This Policy on paid forms of leave is separate from the City's policy on unpaid FMLA leave. Any unpaid FMLA leave must comply with the notice and other expectations in the FMLA Policy and will run concurrently with any available CSL and any available PTO.



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**PAID TIME OFF (PTO) PROPOSAL:  
CLARIFICATION ON CATASTROPHIC SICK LEAVE**

The current PTO proposal includes a provision stating that an employee with over 70 hours of accrued sick leave will have this time converted to Catastrophic Sick Leave (CSL). Once converted, CSL will not continue to accrue but will be available for use to an employee who meets the eligibility criteria. This document seeks to clarify these criteria, the application process, and approval and appeal procedures.

Provided the proposed PTO amendment is passed as written, on January 1, 2022, each full-time employee will have any accrued sick leave over 70 hours converted into CSL. These hours will be held in a stand-alone leave bank that will not accrue hours and will not be eligible for payout to an employee upon separation from employment.

The intent of CSL is to provide a means for employees to offset the loss of wages that may result from an extended work outage owed to a significant health event occurring either to themselves or to a member of their household for whom they are the primary caretaker. It is, in effect, an insurance policy against significant illness or injury.

CSL will not be granted for an illness or injury that is short in duration but will be reserved for those who have sustained - or else must care for a family member who has sustained - an illness or injury that prevents the employee from returning to work for an extended period. For the purposes of CSL, "extended period" is generally defined as an absence exceeding five consecutive shifts for regular employees, four consecutive shifts for 12-hour shift Police Officers, and three consecutive shifts for 24-hour Firefighters. There is, naturally, the understanding that non-workdays are likely to fall in between shifts that are nonetheless considered to be consecutive.

Recognizing that certain medical conditions may involve short-term but recurring outages over time, such as for treatment of a chronic illness, the use of CSL may also be granted for nonconsecutive shifts. In such an example, the approval authority would grant the employee's request based on a medical provider's attestation of the need for ongoing treatment, such that the employee can reasonably expect to be unable to report to work on a recurring basis as a direct result of this specific treatment. To qualify in such an example, the medical documentation would not need to indicate a specific treatment schedule over time, but merely affirm that the medical provider expects the employee to miss a series of shifts on a recurring but nonconsecutive basis as a result of their treatment.

While medical documentation is necessary for CSL to be approved, a specific medical diagnosis is **not** required in any circumstance. The intent of requiring medical documentation is only to clarify, first, that a significant health event is impacting the employee or a member of their household for whom the employee is the primary caretaker, and secondly, the approximate extent of the outage based on the medical provider's knowledge to ensure the general definition of "extended period" is met. Moreover, the latter criteria is not necessary in such scenarios where the employee has already met this threshold (i.e., the employee has used PTO to cover an absence up to the applicable "extended period" and, realizing that their condition will necessitate missing more shifts, is now requesting CSL to cover successive absences from work).

To be clear, in such a case where an employee knows in advance of a qualifying health event, they may request CSL ahead of time and will not be required to use PTO to meet the “extended period” threshold.

Not every scenario can be clarified in this policy; thus, it is expected that the approval authority will exercise sensible and equitable judgment when considering whether to approve an employee’s CSL request. Employees can expect that reasonable requests in accordance with the conditions outlined herein will be approved. That being said, approval of CSL does not change the nature of an employee’s at-will status, nor does it constitute a contract of employment or legal document. As with PTO, CSL does not constitute job-protected leave.

Provided City leadership elects to amend City policy to include CSL, Personnel will develop an application for employees to use to formally request use of their accrued CSL, which application will include a section for a medical provider to certify the qualifying health event.

CSL will be approved on a case-by-case basis by the relevant Department Head. For those employees at the Department Head-level, the approval authority will be the City Manager. For the City Manager and City Attorney, the Mayor will serve as the approval authority, whose decision is considered final.

Denial of a CSL request may be appealed to the appropriate appeal authority, as follows: For those for whom the Department Head serves as the approval authority, the appeal authority is the City Manager. In cases where the City Manager is the approval authority, the employee may appeal to the Mayor. The decision of the appeal authority is considered final.

While on CSL, PTO will continue to accrue. Group health and dental insurance coverage will continue in accordance with the City of Perry’s Employee Health Benefit Plan.

Once an employee’s CSL is exhausted, they may transition to PTO, provided they have accrued hours to use. If no PTO is available, the employee will be in an unpaid status. Because there is no option to convert PTO to CSL, an employee who has exhausted their CSL balance will have this account permanently closed. Should an employee be eligible for FMLA leave, it will run concurrently with any available CSL. Employees may not use CSL to augment short-term disability.





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**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

TO: Mayor/Council  
FROM: Lee Gilmour, City Manager  
DATE: August 9, 2021  
REFERENCE: Proposed amendments to comprehensive plan

Based on a review of the city's development in the last ten (10) years the Administration recommends Council consider amending the City's comprehensive plan as follows:

1. Establish a service population of 40,000.
2. Amend the City's service area from Firetower Road to Flat Creek. A location map is attached.
3. Limit livable/working maximum floor level to four (4) stories. The Holiday Inn Express and Avid are examples. The more restrictive downtown height limits would remain the same.

Each of these adjustments will focus on controlling the City's growth and preserve its unique quality of life.

cc: Mr. R. Smith  
Mr. B. Wood  
Ms. H. Wharton

# City of Perry




## Service Delivery Strategy

### Sewer Service Area



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### Legend

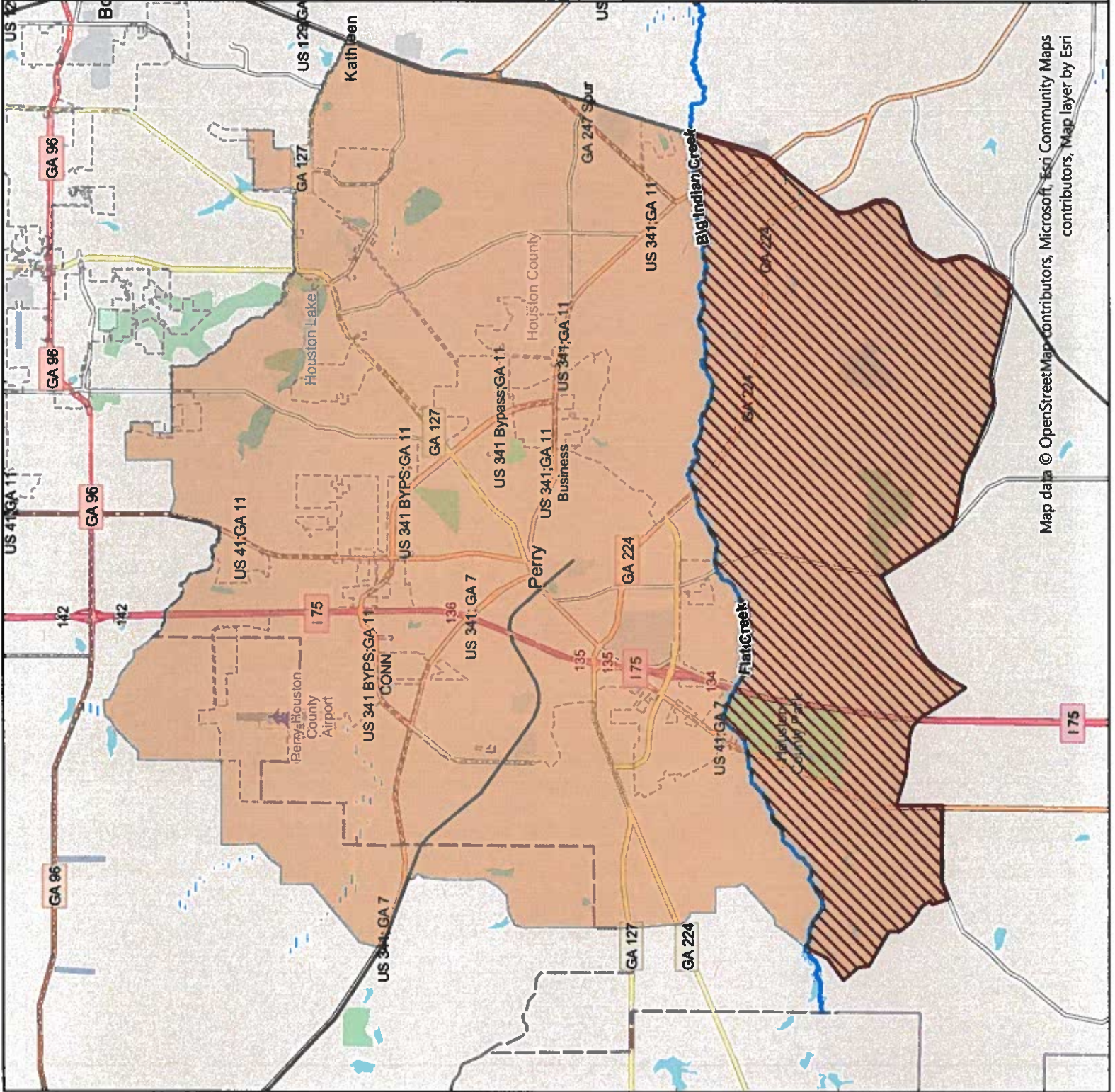
-  Sewer Service Area
-  Proposed Change Area
-  Flat Creek and Big Indian Creek



Scale: 1:140,000

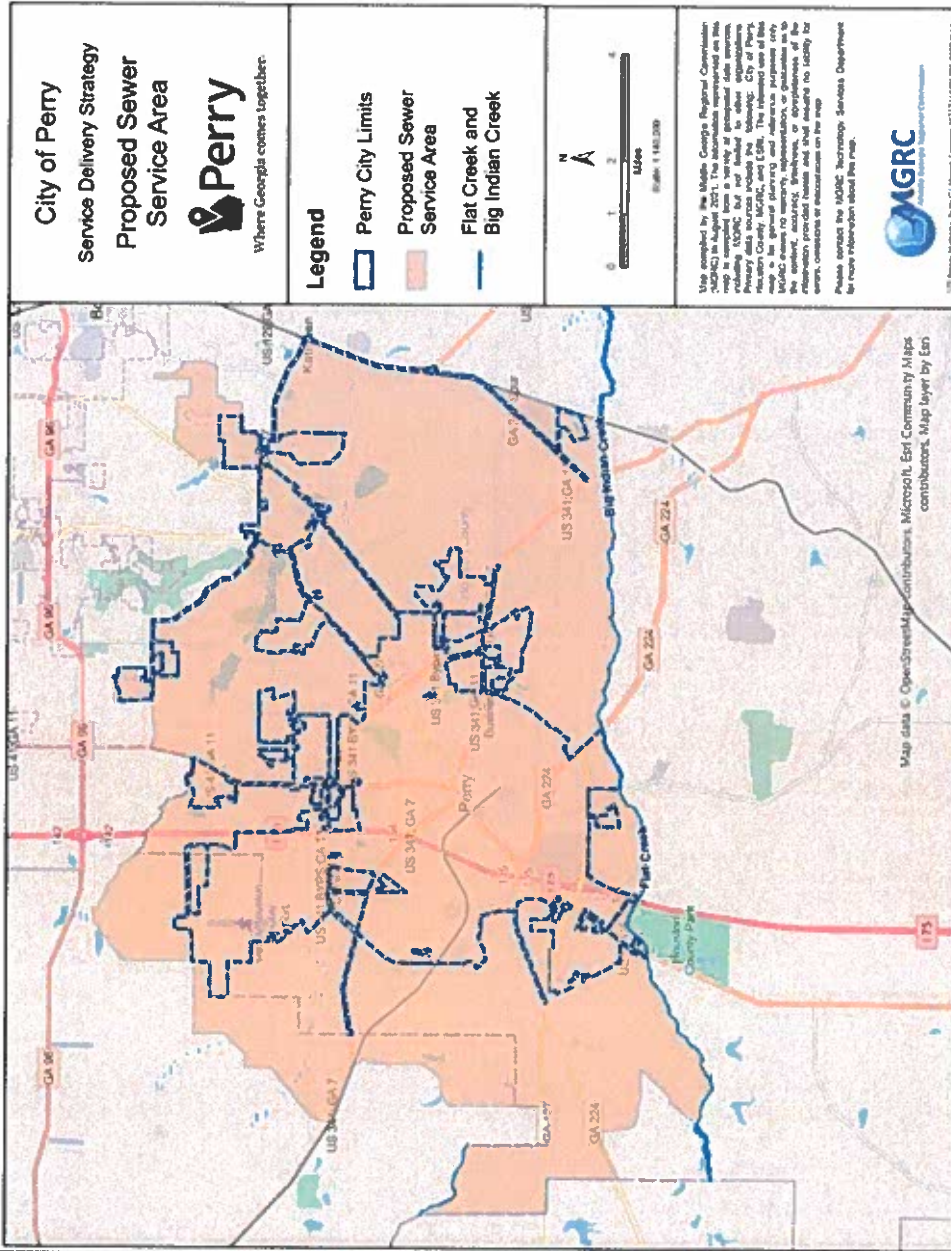
Map compiled by the Middle Georgia Regional Commission (MGRC) in August 2021. The information represented on this map is compiled from a variety of geospatial data sources, including MGRC but not limited to other organizations. Primary data sources include the following: City of Perry, Houston County, MGRC, and ESRI. The intended use of this map is for general planning and reference purposes only. MGRC makes no warranty, representation, or guarantee as to the content, accuracy, timeliness, or completeness of the information provided herein and shall assume no liability for errors, omissions or inaccuracies on the map.

Please contact the MGRC Technology Services Department for more information about this map.



Map data © OpenStreetMap contributors, Microsoft, Esri Community Maps contributors, Map layer by Esri

# Reduced Southern Service Area



# State Fiscal Recovery Fund Application Information

## Grant Contacts

For questions regarding State Fiscal Recovery Fund categories:

Broadband Infrastructure Contact: Jen Wade, [jennifer.wade@opb.georgia.gov](mailto:jennifer.wade@opb.georgia.gov)  
(<mailto:jennifer.wade@opb.georgia.gov>)

Water/Sewer Infrastructure: Jasmine Lewis, [jasmine.lewis2@opb.georgia.gov](mailto:jasmine.lewis2@opb.georgia.gov)  
(<mailto:jasmine.lewis2@opb.georgia.gov>)

Negative Economic Impact: Sameerah Anderson, [sameerah.anderson@opb.georgia.gov](mailto:sameerah.anderson@opb.georgia.gov)  
(<mailto:sameerah.anderson@opb.georgia.gov>)

## Applying for State Fiscal Recovery Funds

The application period for the State Fiscal Recovery Funds will be August 1-August 31, 2021.

Applicant will be required to register in the Georgia Grants portal to submit an application. The portal registration will begin August 1st, 2021.

In addition to general applicant information, you will need:

**DUNS Number (<https://www.dnb.com/duns-number/get-a-duns.html>)**

**EIN Number**

**SAMs Numbe (<https://sam.gov/content/home>)r** (while this is not required to submit an application, it will be required to receive your award. This process could take some time, so OPB strongly encourages applicants so proactively apply for a SAMs account)

## Reporting Requirements

This guidance provides additional detail and clarification for each recipient's compliance and reporting responsibilities under the SLFRF program, and should be read in concert with the Award Terms and Conditions, the authorizing statute, the SLFRF implementing regulation, and other regulatory and statutory requirements, including regulatory requirements under the Uniform Guidance (2 CRF Part 200).

[Compliance and Reporting Guidance \(https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf\)](https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf)

## Applicant Eligibility

### **Government Organizations:**

State Agencies

County governments

City or township governments

Special district governments

### **Georgia Professional Associations and Organizations:**

Industry Trade Associations

Business Organizations

Trade/Professional Organizations

Non-Profit Organizations

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## Application Requirements

**More detailed application information on scoring criteria is forthcoming.**

The application will include a proposal narrative for Water/Sewer Infrastructure, Broadband Infrastructure, and Negative Economic Impact projects.

To assist applicants develop proposals, the narrative portion of the application is outlined as follows:

## **1. Proposal Name**

## **2. Proposal Summary**

Approximately 2 paragraphs (no more than 400 words) summarizing the proposed project, including primary activities, products and deliverables, the target area, and who will benefit from the proposed project.

The Proposal Summary should include:

- 1.** Brief statement of the problem your proposal seeks to address.
- 2.** Location
- 3.** Dollar amount of federal grant funds requested
- 4.** Identification of the target neighborhood/project boundaries, population of the target area, and ZIP code(s)
- 5.** Summary of goals of the project and proposed project activities

## **3. Description of the Issue**

Applicants should define the specific problem they seek to address and how it was impacted by COVID-19. Additionally, describe the process used to assess, analyze, or determine the nature of the problem and explain any gaps in resources or limitations in funding the program without COVID-19 response funding. Please identify the geographic boundaries of the proposed jurisdictions/communities, and the ZIP code(s), as well as the population size and demographic makeup of the population of both the overall jurisdiction and the communities where the project is proposed.

## **4. Project Design and Implementation:**

Applicants should identify the program objectives and describe the vision for the target population, specifically how this vision will address the problems identified in the Description of the Issue section and the broader impact to communities, jurisdictions, or industries. Ensure each objective is measurable and identify strategies to achieve the objectives.

Additionally, applicants should include a comprehensive timeline (as an attachment in the supporting documentation section) that identifies milestones, numerically lists deliverables, and indicates who is responsible for each activity.

## **5. Capabilities and Competencies**

Applicants should demonstrate their capabilities to implement the project and the competencies of the staff assigned to the project to include the financial management of funding. The applicant should detail the level of support for the project, as well as the expertise of the individual(s) who will be responsible for managing the project.

Additional capabilities should include how the applicant will:

Monitor strategy implementation and achievement of objectives

Manage and monitor any subaward(s)

Govern changes or modifications to the strategy

Ensure project and fiscal accountability

Collect, collate, and submit timely performance data

## **6. Plan for Collecting the Data Required**

**(<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>)**

Applicants should describe the process for measuring project performance, identify who will collect the data, who is responsible for performance measurement, and how the information will be used to guide and assess the program. Successful applicants will demonstrate understanding of **performance data to be collected and reported.** (**<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>**)

For each project goal, applicants should identify the criteria that will determine how and if the objectives have been successfully met and one or more specific measurable outcome(s) and the data sources that will be used to determine whether the outcome was accomplished.

## **7. Budget**

Applicants should submit a budget that is complete, reasonable, cost effective, and is an allowable use of the funding under the chosen category.

## **8. Match Funds**

Applicant's plan for leveraging funds, if any, from other sources to maximize impact and is requesting funds that will be used to match State Fiscal Recovery grant funds.

## **9. Supporting Documentation:**

Applicants may upload any supporting documentation for your proposal.







**Where Georgia comes together.**

**MEMORANDUM**

**TO:** City of Perry Mayor & City Council  
**FROM:** Mitchell *MW* Worthington, Finance Director  
**DATE:** August 12, 2021  
**RE:** Options for Acquiring a Special Events Van

The City of Perry currently has a Ford Transit Cargo Van on order from Phil Brannen Ford of Perry (Bid # 2021-21 awarded by Council on 2/16/2021 in the amount of \$30,992.73). This vehicle is to be used by the Special Events Manager during the setup and take-down of various events throughout the City (Food Truck Friday, Perry Music Festival, etc....). Due to various supply chain issues related to the Covid-19 pandemic, the City is up to 12 months out from receiving the vehicle as ordered from Ford.

After checking with several local dealers, Staff was able to locate a comparable van in stock and immediately available at Jeff Smith CDJR with a purchase price of \$40,550.00. It is Staff's recommendation that the City cancel the order for the Ford Transit Cargo Van and purchase the comparable vehicle from Jeff Smith CDJR. Funding for the increased purchase price would come from the Hotel/Motel Tax Fund.

**A RESOLUTION OF THE COUNCIL OF THE CITY OF PERRY, GEORGIA TO  
ESTABLISH A PERSONNEL POLICY FOR A TOBACCO-FREE,  
SMOKE-FREE, AND VAPE-FREE WORKPLACE**

**WHEREAS**, the City of Perry is committed to protecting the health of its employees and individuals in city buildings, facilities, and vehicles by eliminating exposure to secondhand smoke; and

**WHEREAS**, the Georgia Smoke-free Air Act of 2005 (*O.C.G.A. § 31-12A-1, et seq.*) prohibits smoking inside most public areas and sets forth specific regulations governing smoking in Georgia; and

**WHEREAS**, the Georgia Smoke-free Air Act authorizes local governments to enact rules and regulations which further regulate smoking within their respective jurisdictions; and

**WHEREAS**, an employer may designate smoking areas which shall be located in a nonwork area where no employee, as part of his or her work responsibilities, shall be required to enter, except such work responsibilities shall not include custodial or maintenance work carried out in the smoking area when it is unoccupied (*O.C.G.A. § 31-12A-6 (a)(11)(A)*); and

**WHEREAS**, the City Council desires through this resolution to amend its personnel policies in protection of City employees.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Perry that the Tobacco-Free Policy for Employees of the City of Perry, Georgia, attached hereto as Exhibit "A", shall establish guidelines for smoking, vaping and tobacco use for City of Perry personnel.

SO RESOLVED, this \_\_\_\_\_ day of August, 2021.

CITY OF PERRY, GEORGIA

By: \_\_\_\_\_  
Randall Walker, Mayor

Attest: \_\_\_\_\_  
Annie Warren, City Clerk

[SEAL]

Exhibit "A"

**TOBACCO-FREE POLICY FOR EMPLOYEES OF THE CITY OF PERRY, GEORGIA**

The City of Perry, Georgia ("City") is committed to providing a safe and healthy workplace and to promoting the health and well-being of its employees. As such, the following policy has been adopted and applies to all employees of the City.

**Policy**

It is the policy of the City to prohibit smoking, vaping, and all other tobacco use in all City buildings, facilities, vehicles, enclosed rolling stock/equipment and enclosed areas, as the same are defined by O.C.G.A. § 31-12A-2.

Smoking is defined as the act of lighting, smoking or carrying a lighted or smoldering cigar, cigarette or pipe of any kind. Vaping refers to the use of electronic nicotine delivery systems or electronic smoking devices such as e-cigarettes, e-pipes, e-hookahs and e-cigars. Tobacco use is defined as the use of tobacco leaves that may be smoked (in cigarettes, cigars and pipes), applied to gums (as dipping or chewing tobacco), or inhaled (as snuff).

**Scope**

This policy applies to:

- All buildings, facilities, vehicles, enclosed rolling stock/equipment and enclosed areas, as defined by O.C.G.A. § 31-12A-2, which are owned, leased or rented by the City.
- All City employees.

Use of tobacco in any form, smoking or vaping is permitted only in designated outdoor areas. Such areas shall be designated by the city manager and/or department head for each facility/building.

**Procedures**

Employees who violate this policy will be subject to disciplinary action up to and including immediate discharge.

**Statement of Understanding**

I have read and fully understand the terms of this policy.

I understand that any violation of this policy will result in disciplinary action up to and including immediate discharge.

I understand that the City reserves the right to make changes to this policy as needed.

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Employee Name