

**AGENDA**  
REGULAR MEETING OF THE PERRY CITY COUNCIL  
June 21, 2016  
**6:00 P.M.**

1. Call to Order: Mayor James E. Faircloth, Jr., Presiding Officer.
2. Roll.
3. Invocation and Pledge of Allegiance to the Flag: Mayor James E. Faircloth, Jr.
4. Appointments to Boards, Authorities and Commissions. Mayor James E. Faircloth, Jr.
  - 4a. Appointment to the Perry Public Arts Commission.
  - 4b. Consider appointments to WRATS Citizens Advisory Committee to replace Calvin Middlebrooks and Joe Hamilton.
5. Citizens with Input.
6. Consent Agenda Items: Mayor James E. Faircloth, Jr.
  - 6a. Council's Consideration – Minutes of the June 6, 2016 work session, June 7, 2016 pre council meeting and June 7, 2016 council meeting. *(Council Member Jones was absent from the June 6<sup>th</sup> and 7<sup>th</sup> meetings)*
  - 6b. Resolution(s) for Consideration and Adoption:
    1. Resolution accepting the maintenance of certain infrastructure at Sanford Place Phase 3 Section 2 of The Woodlands of Houston.
    2. Resolution accepting the maintenance of certain infrastructure at The Woodlands of Houston Phase 1 Section 2.
    3. Resolution accepting the maintenance of certain infrastructure at Blackhawk Reserve Phase 1 Section 2 at Grand Reserve.
7. Old Business: Mayor James E. Faircloth, Jr.
  - 7a. Ordinance(s) for Second Reading(s) and Adoption:
    1. **Second Reading** of an ordinance adopting FY 17 Operating Budget for the City of Perry.
8. Any Other Old Business Matters: Mayor James E. Faircloth, Jr.
  - 8a. Mayor James E. Faircloth, Jr.

- 8b. Council Members
- 8c. City Manager Lee Gilmour
- 8d. City Attorney David Walker

9. New Business: Mayor James E. Faircloth, Jr.

9a. Matters referred from June 20, 2016 work session and June 21, 2016 pre council meeting.

9b. Ordinance(s) for First Reading(s) and Introduction:

- 1. **First Reading** of an ordinance establishing a daily fine for violating the City's exterior building requirements. *(No action required by Council)*

9c. Resolution(s) for Consideration and Adoption:

- 1. Resolution amending the City of Perry Fee Schedule.
- 2. Resolution establishing municipal court civil code enforcement fine collection process.

10. Department Head Items.

11. Council Members Items:

12. General Public Items:

13. Mayor Items:

14. Adjourn.

**MINUTES**  
**WORK SESSION MEETING**  
**OF THE PERRY CITY COUNCIL**

June 6, 2016

**5:03 P.M.**

1. Call to Order: Mayor James E. Faircloth, Jr. called to order the work session meeting held June 6, 2016 at 5:03 p.m.

2. Roll:

Elected Officials Present: Mayor James E. Faircloth, Jr.; Mayor Pro-Tempore Randall Walker, Council Members Phyllis Bynum-Grace, Riley Hunt, Willie King and William Jackson.

Elected Official Absent: Council Member Robert Jones

Staff: City Manager Lee Gilmour, City Attorney Matthew Hulbert and Recording Clerk Annie Warren.

City Departmental Staffing: Chief Steve Lynn – Police Department, Decius Aaron – Director of Public Works, Kevin Dye – Director of Leisure Services, Catherine Edgemon – Main Street Coordinator, Deputy Fire Chief David Stanton, Battalion Chief Kirk Crumpton, and Ms. Susan Miles – Revenue Collection Manager.

Guest(s) / Speaker(s): Charlie Griffis, Matt Hightower, Kirk Eckman, Davis Cosey, Chase Watkins, Darlene McLendon, and Carl Lumpkin

Media: Jake Jacobs - Houston Home Journal

Mayor Faircloth deviated from the agenda.

Citizens with Input: Mr. John Richter of 1348 Main Street addressed Council relative to his concerns of code enforcement actions. Mayor Faircloth directed Mr. Gilmour to follow up on Mr. Richter concerns.

3. Items of Review/Discussion: Mayor James E. Faircloth, Jr.

3a. Robins 2016 Airshow Presentation – Mr. Gary Garrard and Mr. Eddie Wiggins. Mayor Faircloth announced this item will be postponed until the next work session.

3b. Presentation by Parrish Construction Group relative to canine housing unit. Mr. Griffis and Mr. Eckman presented a site plan of the proposed canine housing facility. After the presentation, Mr. Griffis and Mr. Eckman answered Mayor and Council questions. Mr. Cosey also provided input relative to the canine facility. It was the consensus of Council to proceed as presented.

- 3c. Presentation of MCCa utility billing proposal. Mr. Chase Watkins and Ms. Susan Miles presented to Mayor and Council the services MCCa utilities billing offers customers and the City of Perry. Administration recommended to Council to proceed subject to review and approval of the City Attorney. Council concurred to move forward with MCCa Services Agreement subject to review and approval of the City Attorney.
- 3d. Consider implementing a processing service charge. Mr. Gilmour presented for Council's consideration a processing service charge for hotel/motel tax payees who are late. Council concurred to proceed with establishing a processing service charge for delinquent payment of hotel/motel tax.
- 3e. Discussion of the billboard at Heritage Park. Mr. Gilmour recommended to Mayor and Council to authorize sending out a 60-day notice to cancel the billboard located at Heritage Park. Council concurred with Administration's recommendation to authorize the 60-day cancellation process.
- 3f. Approval of a request for proposal design and implementation of wayfinding signage system. Mr. Gilmour recommended to Mayor and Council to authorize seeking proposals for design and implementation of wayfinding signage system that is outlined in Mr. Smith's RFP. Council concurred to proceed with the proposal for design and implementation of wayfinding signage system.
- 3g. Authorize contract with Keck & Wood for upgrading engineering services natural gas transmission lines. Mr. Gilmour provided Mayor and Council a proposal to provide engineering services for upgrading the City's natural gas transmission line. Administration recommended to Council to authorize Keck & Wood's proposal for system analysis and design phases only. Council concurred to authorize Keck & Wood's proposal for system analysis and design phases only.
- 3h. Consider acceptance of a street in The Villages of Camelot. Mr. Aaron recommended declining maintenance responsibility of the street in The Villages of Camelot. Council concurred with staff's recommendation to decline the acceptance of the street in The Villages of Camelot.
- 3i. Consider events policy proposal. Ms. Catherine Edgemon presented for Council's consideration a proposal for a Special Events Policy. Council concurred to proceed with the Special Events Policy.
- 3j. Budget session No. 3 follow-up. Mr. Gilmour reviewed information relative to the cost to set up a litter clean-up crew and recommended budget adjustments.

4. Council Member Items:

Mayor Pro Tempore Walker and Council Members Bynum-Grace, King, and Jackson had no reports.

Council Member Hunt requested the purpose and costs associated with the first responder vehicle. Mr. Gilmour advised he will have the information available at the pre council meeting.

5. Department Head Items:

Deputy Chief Stanton and Battalion Chief Crumpton had no reports.

Chief Lynn advised he will be attending a planning meeting tomorrow relative to the 2016 Air Show.

Ms. Edgemon congratulated the Perry Merchants on their wine tasting event and announced the Downtown Development Authority is accepting applications for the BOOST program.

Mr. Dye reminded everyone of the water battle on July 2<sup>nd</sup> at Rozar Park.

Mr. Aaron passed out a flyer relative to the Zika virus.

6. General Public Items:

Ms. Darlene McLendon invited everyone to the Independence Parade and Fireworks event on June 26, 2016.

Mr. Carl Lumpkin inquired about the ASCAP fees for the Perry Music Festival. Mr. Gilmour advised the ASCAP fees have already been paid.

7. Adjournment: There being no further business to come before Council in the work session held June 6, 2016 Council Member Jackson motioned to adjourn the meeting at 7:27 p.m. Council Member King seconded the motion and it carried unanimously.

**MINUTES**  
**PRE COUNCIL MEETING**  
**OF THE PERRY CITY COUNCIL**

June 7, 2016

**5:00 P.M.**

1. Call to Order: Mayor James E. Faircloth, Jr., Presiding Officer called to order the pre council meeting held June 7, 2016 at 5:00 p.m.

2. Roll:

Elected Officials Present: Mayor James E. Faircloth, Jr., Mayor Pro Tempore Randall Walker and Council Members Riley Hunt, William Jackson, Phyllis Bynum-Grace, and Willie King.

Elected Official(s) Absent: Council Member Robert Jones

City Staff: City Manager Lee Gilmour, Attorney Matthew Hulbert, and Recording Clerk, Annie Warren.

Departmental Staffing: Chief Steve Lynn – Perry Police Department, Battalion Chief Kirk Crumpton – Fire and Emergency Services Department, Battalion Chief Ephraim Wheeler – Fire and Emergency Services Department, Deputy Chief David Stanton – Fire and Emergency Services Department, Decius Aaron – Director of Public Works, Kevin Dye – Director of Leisure Services, and Catherine Edgemon – Main Street Coordinator.

Guests: None

Media: None

3. Items of Review/Discussion: Mayor James E. Faircloth, Jr.

- 3a. Discussion of June 7, 2016 council meeting agenda.

7b. Public Hearing for FY 17 Operating Budget for the City of Perry. Mr. Gilmour advised this is standard for the FY 17 Operating Budget. Mayor Faircloth asked for Council's consideration of removing the fourth point transporting relative to the First Responder Vehicle.

10c. (1) Bid No. 2016-24 Construct a deceleration lane, entrance drive and relocate two water mains for Heritage Park. Mr. Dye advised Mayor and Council the plans have been approved by DOT.

10e. Consider waiver of residence. Mr. Gilmour recommended to Council to waive the residence requirement under the employment condition for Mr. Aaron.

10f. Extend moratorium on historic structures for another six months. Mr. Gilmour recommended to Council to extend the moratorium on historic structures for another six months.

4. Department Head Items:

Deputy Chief Stanton, Battalion Chief Wheeler, and Ms. Edgemon had no reports.

Chief Lynn advised he attended a meeting on base relative to the 2016 Air Show.

Mr. Dye

- June 16<sup>th</sup>, 4pm - Big Indian Creek Trail Reception at Rotary Centennial Park
- July 2<sup>nd</sup>, 1pm - Water Battle at Rozar Park

Mr. Aaron provided follow up information relative to concerns expressed by a citizen at last evening's meeting.

Battalion Chief Crumpton advised his department received a request from Southside Baptist Church for a fire exhibition on July 3<sup>rd</sup>.

5. Council Member Items:

Council Members King, Jackson and Bynum-Grace had no reports.

Mayor Pro Tempore Walker asked for Council's consideration to move forward with the stabilization of Ms. Peggie's building per the recommendation of Administration. The funding would come from SPLOST monies. Mayor Pro Tempore Walker advised he and Mr. Gilmour had discussions relative to this building.

Council Member Hunt expressed his concerns relative to code violations.

Attorney Hulbert had no report.

Mr. Gilmour provided Mayor and Council a memo following up on Council Member Hunt's inquiries relative to the first responder vehicle.

6. Adjourn: There being no further business to come before Council in the pre council meeting held June 7, 2016 Council Member Hunt motioned to adjourn the meeting at 5:49 p.m.; Council Member Jackson seconded the motion and it carried unanimously.

**MINUTES**  
**REGULAR MEETING OF THE PERRY CITY COUNCIL**  
**June 7, 2016**  
**6:00 P.M.**

1. Call to Order: Mayor James E. Faircloth, Jr., Presiding Officer, called to order the regular meeting of the Perry City Council held June 6, 2016 at 6:00 p.m.

2. Roll.

Elected Officials Present: Mayor James E. Faircloth, Jr.; Mayor Pro Tempore Randall Walker and Council Members Phyllis Bynum-Grace, William Jackson, Willie King, and Riley Hunt.

Elected Official(s) Absent: Robert Jones

Staff: City Manager Lee Gilmour, City Attorney Matthew Hulbert and Recording Clerk, Annie Warren

City Departmental Staffing: Chief Steve Lynn – Perry Police Department, Battalion Chief Kirk Crumpton – Fire and Emergency Services Department, Battalion Chief Ephraim Wheeler – Fire and Emergency Services Department, Decius Aaron – Director of Public Works and Kevin Dye - Director of Leisure Services.

Guest(s)/Speaker(s): Gloria Brannen, Allison Hamsley, Toya Harris, Donovan Head and Anthony McCorvey

Media: Jake Jacobs - Houston Home Journal, Wayne Crenshaw – Macon Telegraph and Chris Rogers - ComSouth 100

3. Invocation and Pledge of Allegiance to the Flag: Mayor James E. Faircloth, Jr.

Senior Pastor Willie King of Faith Bible Fellowship Church rendered the invocation and Mayor Pro Tempore Randall Walker Jones led the pledge of allegiance to the flag.

4. Community Partner(s) Update(s):

Ms. Gloria Brannen introduced Ms. Allison Hamsley the new Executive Director of the Perry Area Convention and Visitors Bureau to Mayor and Council

Ms. Toya Harris of the Housing Authority of the City of Perry shared with Mayor and Council a calendar of events at the Authority. Ms. Harris asked if the City could provide totters to three elderly residents who are unable to walk to the dumpster. Mayor Faircloth asked Mr. Gilmour to follow up with Ms. Harris relative to this request.

5. Appointments to Boards, Authorities and Commissions. Mayor James E. Faircloth, Jr.

5a. Consider appointment to WRATS Citizens Advisory Committee to replace Calvin Middlebrooks and Joe Hamilton.

Council will review this request at the next Council meeting.

6. Citizens with Input. None

7. Public Hearing: Mayor James E. Faircloth, Jr.

PUBLIC HEARING CALLED TO ORDER AT 6:10 P.M. Mayor James E. Faircloth Jr. called to order a public hearing at 6:10 p.m. to provide any interested parties with an opportunity to express their views and concerns in accordance with O.C.G.A. Sec. 36-67A-3 (c).

7a. Petition for Special Exception Application No. SE-16-01. Applicant, Phil Gentry, and property owner, Martin O. Meadows request a special exception to allow for a cattle operation in an R-2, Two Family Residential District. The property is located at 1906 Tucker Road.

Administration advised this petition has been heard by the Perry Planning Commission and they have no objections.

In Favor – None

Against – None

7b. Public Hearing for FY 17 Operating Budget for the City of Perry.

Administration reviewed the FY Operating Budget for the City of Perry.

In Favor – None

Against – None

Public Hearing Closed at 6:14 p.m. Mayor James E. Faircloth Jr. closed the public hearing at 6:14 p.m.

8. Consent Agenda Items: Mayor James E. Faircloth, Jr.

8a. Council's Consideration – Minutes of the May 16, 2016 work session, May 17, 2016 pre council meeting, May 17, 2016 council meeting and May 23, 2016 special meeting. *(Council Member Hunt was absent from the May 23, 2016 meeting)*

Council Member Bynum-Grace motioned to accept the minutes as submitted; Council Member Jackson seconded the motion and motion carried. Council Member Hunt abstained from voting on May 23<sup>rd</sup> minutes.

9. Old Business: Mayor James E. Faircloth, Jr.

9a. Mayor James E. Faircloth, Jr. None

9b. Council Members - None

9c. City Manager Lee Gilmour – None

9d. City Attorney Matthew Hulbert - None

10. New Business: Mayor James E. Faircloth, Jr.

10a. Matters referred from June 6, 2016 work session and June 7, 2016 pre council meeting.

1. Authorize immediately to proceed with litter collection program.

Mr. Gilmour explained the litter collection program and advised the cost would be \$32,000 and the funding would come from the General Fund. Mayor Pro Tempore Walker motioned to authorize the litter staffing program; Council Member Bynum-Grace seconded the motion and it carried unanimously.

2. Authorize stabilization of the former Ms. Peggie's building. Council Member King motioned to authorize stabilization of the former Ms. Peggie's building; Council Member Jackson seconded the motion and it carried unanimously.

10b. Ordinance(s) for First Reading(s) and Introduction:

1. **First Reading** of an ordinance adopting FY 17 Operating Budget for the City of Perry. *(No action required by Council)*

10c. Award of Bid(s):

1. Bid No. 2016-24 Construct a deceleration lane, entrance drive and relocate two water mains at Heritage Park

Mr. Dye advised the plans have been reviewed by DOT and approved. Staff recommended awarding Bid No. 2016-24 to low bidder LaKay Enterprises Inc. in the amount of \$174,458.00. Funding for the project would come from 2012 SPLOST. Council Member Bynum-Grace motioned to award Bid No. 2016-24 to low bidder LaKay Enterprises Inc. in the amount of \$174,458.00; Council Member King seconded the motion and it carried unanimously.

10d. Petition for Special Exception Application No. SE-16-01. Applicant, Phil Gentry, and property owner, Martin O. Meadows request a special exception to allow for a cattle operation in an R-2, Two Family Residential District. The property is located at 1906 Tucker Road.

Administration advised the Perry Planning Commission recommended approval of the application as submitted. Council Member Bynum-Grace motioned to approve the Petition for Special Exception Application No. SE-16-01; Council Member King seconded the motion and it carried unanimously.

10e. Consider waiver of residence. Administration recommended waiving the residence requirement for Mr. D. Aaron, Director of Public Works. Council Member King motioned to waive the residence requirement; Council Member Jackson seconded the motion and it carried unanimously.

10f. Extend moratorium on historic structures for another 60 days. Administration recommended extending the moratorium on historic structures for an additional six months to provide time to complete the branding process. Council Member Bynum-Grace motioned to extend the moratorium on historic structures for an additional six months to provide time to complete the branding process; Council Member Jackson seconded the motion and it carried unanimously.

11. Other Business/Supplemental Agenda: Mayor James E. Faircloth, Jr.

11a. Recognition(s)/Proclamation(s):

\* Proclamation Honoring Ralph Nix

Mayor Faircloth read a proclamation honoring Mr. Ralph Nix for his service to the Middle Georgia Regional Commission.

12. Department Head Items.

Mr. Dye

- June 16<sup>th</sup>, 4pm - Big Indian Creek Trail Reception at Rotary Centennial Park
- July 2<sup>nd</sup>, 1 pm – Water Battle at Rozar Park

Mr. Aaron thanked Mayor and Council for the waiver of residence.

Deputy Chief Stanton, Battalion Chief Crumpton, Battalion Chief Wheeler and Ms. Edgemon had no reports.

13. Council Members Items:

Council had no reports

Mr. Gilmour and Attorney Hulbert had no reports.

14. General Public Items: None

15. Mayor Items:

- Recognized Donovan Head of Congressman Scott's Office
- June 8<sup>th</sup>, Houston County Development Authority meeting
- June 9<sup>th</sup>, PLI Roundtable Discussion
- June 16<sup>th</sup>, Big Indian Creek Reception
- June 20<sup>th</sup>, Council Work Session
- June 21<sup>st</sup>, Pre Council and Council meetings
- June 23<sup>rd</sup>, Perry Chamber After Hours

16. Adjourn: There being no further business to come before Council in the regular council meeting held June 6, 2016 Council Member Jackson motioned to adjourn the meeting at 6:33 p.m.; Council Member Hunt seconded the motion and it carried unanimously.



**Where Georgia comes together.**

Department of Community Development

**TO:** Chris Sewell, Community Development

**FROM:** Steve Howard 

**DATE:** June 15, 2016

**RE:** Final Acceptance of Sanford Place Phase No. 3 Section No. 2 of The Woodlands of Houston.

The final acceptance of Sanford Place Phase No. 3 Section No. 2 is recommended for approval.  
Thanks

A RESOLUTION  
ACCEPTING OWNERSHIP AND MAINTENANCE  
OF CERTAIN INFRASTRUCTURE

WHEREAS, the proper process to accept ownership and responsibility for maintenance and operation of streets, stormwater drainage, water lines, sewerage lines and other infrastructure would be by resolution of the Council; and

WHEREAS, a development has been inspected by the Department of Community Development and Public Works and determined to meet or exceed minimum City standards;

NOW, THEREFORE THE COUNCIL OF THE CITY OF PERRY HEREBY RESOVLES that the below named subdivision infrastructure is accepted for maintenance and operation by the City except for the water and sewer system (previously accepted), and those sidewalks not part of the City's alternate transportation system.

**Sanford Place Phase No. 3 Section No. 2 The Woodlands of Houston**

CITY OF PERRY:

BY: \_\_\_\_\_  
James E. Faircloth, Jr., Mayor

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

(CITY SEAL)



**Where Georgia comes together.**

Department of Community Development

**TO:** Chris Sewell, Community Development

**FROM:** Steve Howard 

**DATE:** June 15, 2016

**RE:** Final Acceptance for The Woodlands of Houston Phase 1 Section 2.

The final acceptance of The Woodlands of Houston Phase 1 Section 2 is recommended for approval. Thanks

A RESOLUTION  
ACCEPTING OWNERSHIP AND MAINTENANCE  
OF CERTAIN INFRASTRUCTURE

WHEREAS, the proper process to accept ownership and responsibility for maintenance and operation of streets, stormwater drainage, water lines, sewerage lines and other infrastructure would be by resolution of the Council; and

WHEREAS, a development has been inspected by the Department of Community Development and Public Works and determined to meet or exceed minimum City standards;

NOW, THEREFORE THE COUNCIL OF THE CITY OF PERRY HEREBY RESOVLES that the below named subdivision infrastructure is accepted for maintenance and operation by the City except for the water and sewer system (previously accepted), and those sidewalks not part of the City's alternate transportation system.

**The Woodlands of Houston Phase 1 Section 2**

CITY OF PERRY:

BY: \_\_\_\_\_  
James E. Faircloth, Jr., Mayor

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

(CITY SEAL)



**Where Georgia comes together.**

Department of Community Development

**TO:** Chris Sewell, Community Development

**FROM:** Steve Howard 

**DATE:** June 15, 2016

**RE:** Final Acceptance for Blackhawk Reserve Phase 1 Section 2 at Grand Reserve.

The final acceptance of Blackhawk Reserve Phase 1 Section 2 at Grand Reserve is recommended for approval. Thanks

A RESOLUTION  
ACCEPTING OWNERSHIP AND MAINTENANCE  
OF CERTAIN INFRASTRUCTURE

WHEREAS, the proper process to accept ownership and responsibility for maintenance and operation of streets, stormwater drainage, water lines, sewerage lines and other infrastructure would be by resolution of the Council; and

WHEREAS, a development has been inspected by the Department of Community Development and Public Works and determined to meet or exceed minimum City standards;

NOW, THEREFORE THE COUNCIL OF THE CITY OF PERRY HEREBY RESOVLES that the below named subdivision infrastructure is accepted for maintenance and operation by the City.

**Blackhawk Reserve Phase 1 Section 2 @ Grand Reserve**

CITY OF PERRY:

BY: \_\_\_\_\_  
James E. Faircloth, Jr., Mayor

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

(CITY SEAL)



Where Georgia comes together.

**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

TO: Mayor/Council  
FROM: Lee Gilmour, City Manager *LG*  
DATE: June 16, 2016  
RE: Proposed FY 2017 Operating Budget

Attached is the proposed ordinance establishing the FY2017 operating budget. The ordinance tracks the recommended requests with the below adjustments.

1. Increases the Houston County E-911 expenditure by \$27,800 to match County charge. Budget Session 1
2. Adds litter pick up program to Department of Public Works per Council's June 7, 2016 authorization at a cost of (\$32,600). Budget Session 3
3. Add Digital Communications Manager program to the Department of Economic Development (\$31,900). Budget Session 2
4. Add extra debt payment to Perry-Houston County Airport Authority per May 27, 2016 intergovernmental agreement with the Houston County Board of Commissioners. Budget Session 2
5. Add annual allocation to Perry-Houston County Airport Authority to track all costs in one cost center (\$44,600).
6. Transfer \$31,900 additional from the Gas system Revenue Fund to pay for Digital Communications Manager (\$31,900). Budget Session 2
7. Transfer Perry-Houston County Airport Authority annual allocation from Hotel/Motel Tax Special Revenue Fund.
8. Allocate \$14,500 to the Perry Public Arts Commission for art purchases. Budget Session 1

9. Reduce Perry Arts Center construction allocation by \$14,500. Budget Session 1
10. Transfer \$44,600 to General Fund from Hotel/Motel Tax Special Revenue Fund.
11. Income transferred out for the Gas System Revenue Fund to General Fund to pay for the Digital Communications Manager cost center (\$31,900).

**AN ORDINANCE  
ADOPTING THE FISCAL YEAR 2017  
CITY OF PERRY OPERATING BUDGET**

**WHEREAS**, the Council has adhered to the provisions of O.C.G.A 36-81-3, as amended; and

**WHEREAS**, the budget public hearing was held on June 7, 2016; and

**WHEREAS**, per O.C.G.A. 18-13-28, as amended, any increase in the occupational tax from FY16 to FY17 shall be used to pay administrative expenses;

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF PERRY HEREBY ORDAINS** that the operating budget of the City of Perry for fiscal year 2017 is adopted as follows:

Section I The General Fund revenue and expenditure appropriations are:

Revenues		
Taxes		8,899,900
Licenses/Permits		329,800
Intergovernmental		8,000
Administrative Charges		897,000
Charge for Services		1,534,400
Fines/Forfeitures		551,300
Investment		6,000
Other Charges		<u>114,300</u>
	Revenue Total	\$12,340,700
Expenditures		
General Government		
Office of the City Council	\$	98,000
Office of the Mayor		45,400
Office of the City Manager		306,000
Office of the City Clerk		88,200
Office of Elections		400
Office of City Attorney		64,500
Employee Benefits		1,315,700
Office of City Auditor		39,500
Department of Administration		554,600
Office of Municipal Court		238,000
Office of Prosecuting Attorney		49,600
Planning Commission		6,900
Department of Community		
Development		<u>515,500</u>
Category Total		\$ 3,322,300
Public Safety		
Perry Police Department	\$	3,519,900
Citizens Police Academy		1,300
Bulletproof Vests		8,000
Perry Fire and Emergency Services Department		1,335,900

Houston County E-911	<u>132,300</u>
Category Total	\$ 4,997,400
Public Works	
Department of Public Works	\$ 2,199,000
Tree Board	25,000
City Arbor Program	600
Restricted Utility Customer Program Assistance	<u>61,700</u>
Category Total	\$ 2,286,300
Recreation/Leisure	
Department of Leisure Services	\$ 753,700
Youth Program Subsidies	<u>14,000</u>
Category Total	\$ 767,700
Housing and Economic Development	
Department of Economic Development	\$ 210,000
Perry-Houston County Airport Authority	<u>244,600</u>
Category Total	\$ 454,600
Capital	
Public Safety	\$ 557,900
Public Works	123,000
Recreation/Leisure	<u>40,000</u>
Category Total	\$ 720,900
Debt Service	
Principal	\$ 714,100
Interest	<u>26,300</u>
Category Total	\$ 740,400
Expenditure Total	\$13,289,600
Other Financing	
Transfer	\$ 254,600
Leases	<u>720,900</u>
Other Financing Total	\$ 975,500
Annual Gain/(Loss)	\$ 26,600
Fund Balance	
Beginning	\$ 3,949,800
Ending	\$ 3,976,400

Section II The special revenue funds revenue and expenditure allocations are:

Fire Protection District Special Revenue Fund	
Revenues	
Charge for Services	<u>\$ 1,617,600</u>
Revenue Total	\$ 1,617,600
Expenditures	
Public Safety	

Perry Fire and Emergency Services Department	<u>\$ 1,562,700</u>
Category Total	\$ 1,562,700
Debt Service	
Principal	\$ 69,100
Interest	<u>19,300</u>
Category Total	\$ 88,400
Expenditure Total	\$ 1,651,100
Other Financing	
Transfer	\$ 33,500
Other Financing Total	\$ 33,500
Annual Gain/(Loss)	\$ -
Fund Balance	
Beginning	\$ 63,700
Ending	\$ 63,700
Hotel/Motel Tax Special Revenue Fund	
Revenue	
Tax	\$ 864,900
Investment	<u>300</u>
Revenue Total	\$ 865,200
Expenditures	
General Government	
Support Services	\$ 19,100
Community Promotion	11,200
Independence Day Event	12,000
Perry Area Chamber of Commerce	6,000
21 <sup>st</sup> Century Partnership	10,400
Christmas Decorations	5,000
Middle Georgia Clean Air Coalition	3,500
Perry Dogwood Festival	3,500
Community Assistance	12,000
Perry Area Convention and Visitors Bureau Authority	<u>370,700</u>
Category Total	\$ 453,400
Recreation/Leisure	
Perry Music Festival	\$ 5,000
Buzzard Drop	5,000
Perry Public Arts Commission	<u>14,500</u>
Category Total	\$ 24,500
Housing and Economic Development	
Perry Housing Team	\$ 5,500

Branding Project	50,000
Georgia National Fairgrounds	52,000
Downtown Development Authority	15,800
Main Street Advisory Board	<u>17,800</u>
Category Total	\$ 141,100
Capital	
Perry Arts Center Imps	<u>\$ 57,000</u>
Category Total	\$ 57,000
Expenditure Total	\$ 676,000
Other Financing	
Transfer	\$ (44,600)
Other Financing Total	\$ (44,600)
Annual Gain/(Loss)	\$ 144,600
Fund Balance	
Beginning	\$ 243,700
Ending	\$ 388,300

Section III The proprietary funds revenue and expenditure appropriations are:

Water and Sewerage System Revenue Fund

Revenues

Charge for Services	\$ 6,028,200
Investment	3,500
Other Charges for Services	<u>24,400</u>
Revenue Total	\$ 6,056,100

Expenditures

Public Works	
Support Services	\$ 439,000
Department of Public Works	<u>3,754,700</u>
Category Total	\$ 4,193,700

Capital

Fixed Assets	\$ <u>64,100</u>
Category Total	\$ 64,100

Debt Service

Principal	\$ 1,205,500
Interest	<u>486,600</u>
Category Total	\$ 1,692,100

Depreciation

Category Total	<u>\$ 1,396,500</u>
	\$ 1,396,500

Expenditure Total \$ 7,346,400

Other Financing

Transfer	\$ 120,500
Lease	25,000
Depreciation	<u>1,396,500</u>

Other Financing Total	\$ 1,542,000
Annual Gain/(Loss)	\$ 251,700
Unrestricted Cash	
Beginning	\$ 512,000
Ending	\$ 763,700
Gas System Revenue Fund	
Revenues	
Charge for Services	\$ 3,878,100
Investment	1,600
Other Charges for Services	<u>\$ 152,000</u>
Revenue Total	\$ 4,031,700
Expenditures	
Public Works	
Support Services	\$ 259,100
Department of Public Works	2,461,700
Consent Decree	10,600
Jointly Owned Natural Gas	616,800
Kumho Tire Winter Hedge	<u>24,500</u>
Category Total	\$ 3,372,700
Capital	
Fixed Assets	<u>\$ 22,000</u>
Category Total	\$ 22,000
Debt Service	
Principal	\$ 13,500
Interest	<u>500</u>
Category Total	\$ 14,000
Depreciation	<u>\$ 77,500</u>
Category Total	\$ 77,500
Expenditure Total	\$ 3,486,200
Other Financing	
Transfers	\$ (330,500)
Capital Lease	22,000
Depreciation	<u>77,500</u>
Other Financing Total	\$ (231,000)
Annual Gain/(Loss)	\$ 314,500
Unrestricted Cash	
Beginning	\$ 1,102,700
Ending	\$ 1,417,200
Solid Waste System Revenue Fund	
Revenue	
Charge for Services	\$ 1,241,100
Investment	<u>200</u>

Revenue Total	\$ 1,241,300
Expenditures	
Public Works	
Support Services	\$ 105,500
Department of Public Works	<u>1,041,300</u>
Category Total	\$ 1,146,800
Debt Service	
Principal	\$ 91,400
Interest	<u>5,100</u>
Category Total	\$ 96,500
Depreciation	<u>\$ 30,700</u>
Category Total	\$ 30,700
Expenditure Total	\$ 1,274,000
Other Financing	
Transfer	\$ 25,700
Depreciation	<u>30,700</u>
Other Financing Total	\$ 56,400
Annual Gain/(Loss)	\$ 23,700
Unrestricted Cash	
Beginning	\$ 335,200
Ending	\$ 358,900
Stormwater Utility District Revenue Fund	
Revenues	
Charge for Services	\$ 336,400
Investment	<u>100</u>
Revenue Total	\$ 336,500
Expenditures	
Public Works	
Support Services	\$ 37,700
Department of Community Development	59,500
Department of Public Works	<u>206,900</u>
Category Total	\$ 304,100
Debt Service	
Principal	\$ 34,500
Interest	<u>400</u>
Category Total	\$ 34,900
Depreciation	<u>\$ 16,400</u>
Category Total	\$ 16,400
Expenditure Total	\$ 355,400
Other Financing	
Transfer	<u>\$ 18,900</u>

Other Financing Total	\$ 18,900
Annual Gain/(Loss)	\$ -
Unrestricted Cash	
Beginning	\$ 112,200
Ending	\$ 112,200

Section IV The budget for the Perry Area Convention and Visitors Bureau Authority as shown in Exhibit A is approved and made part of this ordinance.

Section V The positions funded and adopted in the FY17 Operating Budget for the City are listed in attached Exhibit B are hereby made a part of this ordinance.

Section VI The City of Perry Personnel Management System FY16 Job (Position) Classification Schedule as provided in attached Exhibit C is adopted and hereby made a part of this ordinance.

Section VII All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

Section VIII Should any part or parts of this ordinance be declared unenforceable, the remaining part or parts shall retain full effect of the law.

Section IX This ordinance is hereby adopted with the effective date of July 1, 2016.

SO ORDAINED THIS \_\_\_\_\_ DAY OF JUNE 2016.

CITY OF PERRY

By: \_\_\_\_\_  
JAMES E. FAIRCLOTH, JR., MAYOR

City Seal

Attest: \_\_\_\_\_  
ANNIE WARREN, CITY CLERK



**Exhibit B**  
**City of Perry**  
**FY17 Position Listing**

General Fund

General Government		
Office of the City Council		
Mayor Pro Tempore (E)		1
Council Members (E)	5	<u>5</u>
Total		6
Office of the Mayor		
Mayor (E)	1	<u>1</u>
Total		1
Office of the City Manager		
Operations		
City Manager		1
Executive Secretary	1	<u>1</u>
Sub-total		2
Personnel		
Personnel Analyst	1	<u>1</u>
Sub-total		1
Office Total		3
Office of the City Clerk (A)		
Total	1	<u>1</u>
Municipal Court		
Municipal Court Judge (A)	1	<u>1</u>
Total		1
Department of Administration		
Administration		
Director of Administration (A)	1	<u>1</u>
Sub-total		1
Accounting		
Accountant		1
Accounting Technician	2	<u>2</u>
Subtotal		3
Taxes/Licenses		
Accounting Technician	1	<u>1</u>
Sub-total		1
Department Total		5

Department of Community Development

Administration

Director of Community Development (A)	1
Administrative Assistant	<u>1</u>
Sub-total	2

Engineering

Lead Engineering Technician	<u>1</u>
Sub-total	1

Building Inspections

Chief Building Official	1
Building Inspector II	<u>1</u>
Sub-total	2

Department Total 5

Category Total 22

Public Safety

Perry Police Department

Administration

Chief of Police (A)	1
Executive Secretary	<u>1</u>
Sub-total	2

Certification

Police Corporal	<u>1</u>
Sub-total	1

Criminal Investigation Division

Police Captain	1
Administrative Secretary	1
Police Lieutenant	1
Detective Sergeant III	1
Detective Sergeant I	3
Property/Evidence Clerk	<u>1</u>
Sub-total	8

Patrol

Police Major	1
Police Lieutenant	4
Police Sergeant	5
Police Corporal	5
Police Officer III	1
Police Officer II	2
Police Officer I	<u>10</u>
Sub-total	28

Part-time		
Police Office I (PT)		<u>5</u>
	Sub-total	5
Records Management		
Property/Evidence Technician (PT)		<u>1</u>
	Sub-total	1
Auxiliary Services		
Police Sergeant		<u>1</u>
	Sub-total	1
Animal Control		
Senior Animal Ctl Officer		<u>1</u>
	Sub-total	1
Animal Control Facility		
Animal Control Officer I (PT)		<u>1</u>
	Sub-total	1
School Programs		
Police Officer II		<u>1</u>
	Sub-total	1
School Crossing Guards		
School Crossing Guards (S)		2
School Traffic Control (S)		<u>1</u>
	Sub-total	3
Court Services		
Municipal Court Clerk		1
Municipal Court Clerk (PT)		<u>1</u>
	Sub-total	2
Community Services		
Police Captain		1
Administrative Secretary (PT)		<u>1</u>
	Sub-total	2
	Department total	56

Perry Fire and Emergency Services Department

Headquarters		
Fire Captain		1
Fire Lieutenant		3
Fire Sergeant		2
Firefighter II		1
Firefighter I		<u>2</u>
	Sub-total	9
Fire Prevention		
Fire Marshal		<u>1</u>
	Sub-total	1

Davis Fire Station	
Fire Captain	2
Fire Lieutenant	3
Fire Sergeant	3
Firefighter I	<u>1</u>
Sub-total	9
Department Total	19
Department of Public Works	
Administration	
Director of Public Works (A)	1
Executive Secretary	<u>1</u>
Sub-total	2
Customer Service	
Revenue Collection Manager	1
Accounting Technician I	<u>3</u>
Sub-total	4
Street Maintenance	
Street Maintenance Supervisor	1
Equipment Operator III	1
Equipment Operator II	<u>2</u>
Sub-total	4
Building Maintenance Operations	
Buildings/Grounds Maintenance Supervisor	1
Building/Grounds Maintenance Technician II	1
Building/Grounds Maintenance Technician I	<u>2</u>
Sub-total	4
Vehicle Maintenance	
Vehicle Maintenance Manager	1
Chief Mechanic	1
Mechanic I	<u>1</u>
Sub-total	3
Cemeteries	
Equipment Operator/Cemetery II	<u>2</u>
Sub-total	2
Litter Collection Program	
Equipment Operator I (PT)	<u>4</u>
Sub-total	4
Department Total	23

Recreation/Leisure	
Department of Leisure Services	
Administration	
Director of Leisure Services (A)	1
Executive Secretary	<u>1</u>
Sub-total	2
Athletic Operations	
Recreation Operations Supervisor	1
Recreation Specialist II	<u>1</u>
Sub-total	2
Facilities Maintenance	
Recreation Maintenance Supervisor	1
Bldg/Grounds Maintenance Technician II	1
Recreation Maintenance Worker I	<u>1</u>
Sub-total	3
Creekwood Pool	
Lifeguard (S)	3
Senior Lifeguard (S)	<u>1</u>
Sub-total	4
Youth Camps	
Summer Camp Counselor Assistant (S)	1
Summer Camp Counselor (S)	2
Lead Summer Camp Counselor (S)	<u>1</u>
Sub-total	4
Various Programs	
Scorekeepers (S)	<u>4</u>
Sub-total	4
Department Total	19
Category Total	19
Housing/Economic Development	
Department of Economic Development	
Administration	
Economic Development Director (A)	<u>1</u>
Sub-total	1
Classic Main Street	
Main Street Coordinator	<u>1</u>
Sub-total	1
Social Media Program	
Digital Communications Manager (PT)	<u>1</u>
Sub-total	1
Department Total	3

Category Total	3
Fund Total	142

Perry Fire Protection District Special Revenue Fund

Public Safety

Perry Fire and Emergency Services Department

Administration

Fire Chief/Director of Emergency Services	1
Executive Secretary	<u>1</u>
Sub-total	2

Headquarters

Fire Battalion Chief	3
Fire Sergeant	1
Firefighter II	2
Firefighter I	<u>12</u>
Sub-total	18

Davis Farm Station

Firefighter I	<u>3</u>
Sub-total	3

Part-Time Staffing

Firefighter I (PT)	<u>20</u>
Sub-total	20

Department Total	43
Category Total	43
Fund Total	43

Solid Waste System Revenue Fund

Public Works

Department of Public Works

Yard/Bulk Collection

Solid Waste Operations Supervisor	1
Solid Waste Operator III	2
Solid Waste Operator II	2
Solid Waste Operator I	<u>2</u>
Department Total	7
Category Total	7
Fund Total	7

Stormwater Utility District Revenue Fund

Public Works

Department of Community Development

Code Enforcement

Stormwater Inspector \_\_\_\_\_ 1

Sub-total 1

Department Total 1

Department of Public Works

Stormwater Management

Street Maintenance Crew Leader 1

Equipment Operator I \_\_\_\_\_ 3

Sub-total 4

Department Total 4

Category Total 5

Fund Total 5

Grand Total 197

- (E) - Elected
- (A) - Appointed
- (PT) – Part time
- (S) – Seasonal

**Exhibit C**  
**City of Perry Personnel Management System**  
**FY Job Position Classification Schedule**

Position Description	Pay Range		
<b>General Administrative</b>			
Accountant	\$42,700	-	\$61,600
Accounting Technician	30,600	-	45,800
Senior Accounting Technician	35,700	-	53,500
Administrative Assistant	38,700	-	55,000
Administrative Secretary	30,600	-	49,400
Senior Administrative Secretary	35,700	-	53,500
Lead Engineering Technician	59,100	-	76,000
Building Inspector Trainee	32,400	-	37,800
Building Inspector I	37,800	-	52,900
Building Inspector II	43,400	-	60,700
Senior Building Inspector	50,700	-	70,900
Chief Building Official	60,100	-	85,700
Code Enforcement Officer	35,600	-	51,000
Code Enforcement Officer II	40,800	-	58,500
Community Planner I	47,400	-	70,100
Community Planner II	56,500	-	83,500
Senior Community Planner	66,000	-	97,500
Digital Communications Manager	50,000	-	71,000
Economic Development Technician	37,000	-	56,500
Executive Secretary	35,100	-	53,900
Main Street Coordinator	41,200	-	60,100
Personnel Technician	32,600	-	45,500
Personnel Analyst	43,300	-	54,700
Personnel Analyst II	49,700	-	62,700
Senior Personnel Analyst	58,100	-	73,200
Planning Technician	49,000	-	64,000
Planning Technician II	55,600	-	67,000
Recreation Aide	28,900	-	49,600
Recreation Operations Supervisor	41,800	-	60,100
Recreation Maintenance Supervisor	41,800	-	60,100
Recreation Maintenance Worker I	25,700	-	39,900
Recreation Maintenance Worker II	26,700	-	40,400
Recreation Specialist I	32,900	-	53,600
Recreation Specialist II	37,700	-	61,500
Revenue Collection Manager	45,100	-	72,200
Senior Recreation Specialist	44,000	-	62,600
Secretary	26,900	-	46,200
Stormwater Inspector Trainee	32,400	-	37,800
Stormwater Inspector I	37,800	-	52,900
Stormwater Inspector II	43,400	-	60,700
Senior Stormwater Inspector	50,700	-	70,900

**Public Safety**

Animal Control Officer I	22,500	-	39,400
Animal Control Officer II	31,400	-	43,700
Senior Animal Control Officer	36,700	-	51,000
Detective Trainee	40,000	-	50,000
Detective Sergeant I	43,200	-	63,700
Detective Sergeant II	49,500	-	74,200
Detective Sergeant III	54,500	-	81,400
Detective Sergeant IV	62,500	-	94,000
Police Officer Trainee (Non-certified)	31,900	-	36,100
Police Officer I	36,100	-	53,000
Police Officer II	40,000	-	58,800
Police Officer III	44,400	-	65,200
Senior Police Officer	51,800	-	76,100
Police Corporal	40,600	-	60,600
Senior Police Corporal	47,400	-	70,700
Police Sergeant	43,800	-	64,500
Senior Police Sergeant	51,100	-	75,300
Police Lieutenant	50,500	-	72,100
Senior Police Lieutenant	58,900	-	84,200
Police Captain	59,000	-	81,200
Police Major	71,700	-	96,000
Municipal Court Trainee	34,700	-	39,200
Municipal Court Clerk	39,200	-	56,200
Municipal Court Clerk II	45,800	-	68,900
Property/Evidence Technician I	33,200	-	48,400
Property and Evidence Technician II	36,600	-	53,700
Senior Property and Evidence Technician	42,700	-	62,700
Firefighter Recruit	28,200	-	30,800
Firefighter I	30,800	-	41,800
Firefighter II	36,600	-	48,600
Senior Firefighter	42,700	-	56,700
Fire Sergeant	39,800	-	51,800
Senior Fire Sergeant	46,500	-	60,500
Fire Lieutenant	44,700	-	58,400
Fire Captain	47,400	-	64,400
Fire Marshal	55,100	-	82,500
Fire Battalion Chief	55,100	-	85,500

**Public Works**

Building Custodian I	21,100	-	24,800
Building Custodian II	23,800	-	27,900
Building Custodian III	26,400	-	30,700
Senior Building Custodian	30,800	-	35,800
Building and Grounds Maintenance Technician I	26,700	-	40,100
Building and Grounds Maintenance Technician II	27,700	-	41,100
Building and Grounds Maintenance Technician III	33,000	-	46,200

Senior Building and Grounds Maintenance Technician	38,500	-	51,700
Equipment Operator - Cemetery I	24,500	-	27,000
Equipment Operator - Cemetery II	27,600	-	30,400
Equipment Operator - Cemetery III	30,400	-	33,500
Senior Equipment Operator - Cemetery	35,500	-	39,100
Building and Grounds Maintenance Supervisor	41,800	-	60,100
Building and Grounds Maintenance Manager	49,800	-	63,100
Equipment Operator I	24,500	-	36,900
Equipment Operator II	27,500	-	39,600
Equipment Operator III	30,800	-	48,100
Senior Equipment Operator	36,000	-	53,300
Street Maintenance Crew Leader	39,400	-	54,500
Street Maintenance Supervisor	42,100	-	61,600
Street Maintenance Manager	45,100	-	72,200
Solid Waste Operator I	21,500	-	33,800
Solid Waste Operator II	29,000	-	44,200
Solid Waste Operator III	41,700	-	52,500
Senior Solid Waste Operator	48,700	-	59,500
Solid Waste Operator Supervisor	42,100	-	61,600
Solid Waste Manager	45,100	-	72,200
Mechanic I	27,000	-	41,200
Mechanic II	29,500	-	44,100
Mechanic III	32,100	-	45,800
Chief Mechanic	36,300	-	58,000
Vehicle Maintenance Manager	45,100	-	72,200

#### **Non-System Job (Positions) Classification**

Chief of Police	77,400	-	113,400
City Clerk	55,900	-	90,900
City Manager	118,900	-	154,300
Council Member	6,600	-	6,600
Director of Administration	72,700	-	107,400
Director of Community Development	75,300	-	100,500
Director of Leisure Services	74,700	-	97,300
Director of Public Works	69,900	-	101,900
Economic Development Director	67,900	-	97,400
Fire Chief/Director of Emergency Services	72,500	-	104,600
Lifeguard	7.45/hr	-	11.10/hr
Mayor	12,000	-	12,000
Mayor Pro-Tempore	7,200	-	7,200
Municipal Court Judge	24,300	-	29,500
Recreation Aide Assistant	8.00/hr	-	11.00/hr
Recreation Sport Official	11.35/game	-	7.00/game
Senior Lifeguard	9.55/hr	-	11.85/hr
Scorekeeper	9.33/hr	-	9.33/hr
School Crossing Guard	8.00/hr	-	10.20/hr
Traffic Control Guard	9.85/hr	-	13.00/hr
Camp Counselor Assistant	7.75/hr	-	10.00/hr
Camp Counselor Assistant	8.20/hr	-	10.50/hr
Lead Camp Counselor	9.00/hr	-	11.75/hr



Where Georgia comes together.

**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

TO: Mayor/Council  
FROM: Lee Gilmour, City Manager *LG*  
DATE: June 9, 2016  
RE: Establishing Fine Amount

The attached proposed ordinance establishes a daily fine for violating the City's exterior building requirements. This is a follow-up to the June 7, 2016 pre-council discussion.

**PROVIDE FOR A FINE AMOUNT  
FOR CERTAIN CODE VIOLATIONS**

**WHEREAS**, there is a need to provide a code violation fine amount;

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF PERRY  
HEREBY ORDAINS** that:

Section 1 Chapter 5 Buildings and Building Regulations, Article III Exterior Property Areas, Section 5-34 Penalties, the first sentence is amended to read:

“A violation of any section in this article shall subject the violator to a fine of \$100.00/day/offense.”

SO ORDAINED THIS \_\_\_\_\_ DAY OF JUNE 2016.

CITY OF PERRY

By: \_\_\_\_\_  
JAMES E. FAIRCLOTH, JR., MAYOR

City Seal

Attest: \_\_\_\_\_  
ANNIE WARREN, CITY CLERK

**A RESOLUTION  
TO AMEND THE CITY OF PERRY  
FEE SCHEDULE**

**WHEREAS**, there could be certain accommodation providers who are delinquent in remitting their monthly accommodation excise tax reports to the City; and

**WHEREAS**, monitoring and advising the collectors requires staff time and resources;

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRY** that the City of Perry Fee Schedule is amended as follows.

Section I B. Charge for Services, 1. General, is amended by adding:

- d. Delinquent Account Administration fees
  - 1. Accommodation Excise Tax  
\$25.00/account/month delinquent

SO RESOLVED THIS \_\_\_\_\_ DAY OF JUNE 2016.

CITY OF PERRY

By: \_\_\_\_\_  
JAMES E. FAIRCLOTH, JR., MAYOR

City Seal

Attest: \_\_\_\_\_  
ANNIE WARREN, CITY CLERK



Where Georgia comes together.

**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

TO: Mayor/Council  
FROM: Lee Gilmour, City Manager *LG*  
DATE: June 9, 2016  
RE: Fine Collection Process

Attached is a proposed resolution establishing a process for collecting certain fines. This follows up on the June 7, 2016 pre-council discussion.

**A RESOLUTION  
ESTABLISHING A MUNICIPAL COURT  
CIVIL CODE ENFORCEMENT FINE  
COLLECTION PROCESS**

**WHEREAS**, there are certain City Municipal Court civil code enforcement fines that are not addressed by the defendant; and

**WHEREAS**, non-action by the defendant results in the continuation of the violation impacting the safety, health and well-being of the City;

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF PERRY HEREBY RESOLVES** that the policy for collection of City Municipal Court code enforcement violation fines shall be:

1. No action will be taken until the fine as a result of one or more City civil code violations has been reviewed and a fine issued by the Municipal Court Judge.
2. If after thirty (30) days, the violation(s) has not been addressed, an accepted work program plan approved, or action dismissed, the violator shall be notified in writing that the City intends to file a lien for the fines on the property for every day delinquent.
3. Every thirty (30) days, the case shall be reviewed and if the violation continues a lien shall be filed for the delinquent period.
4. All liens must be paid prior to the taxes being paid.

**SO RESOLVED**, this \_\_\_\_\_ day of June 2016.

CITY OF PERRY

By: \_\_\_\_\_  
JAMES E. FAIRCLOTH, JR., MAYOR

City Seal

Attest: \_\_\_\_\_  
ANNIE WARREN, CITY CLERK