

Main Street Advisory Board
Agenda –April 7, 2022 5:00 p.m.
Meeting to be held at Perry City Hall
1211 Washington Street- Perry

1. Call to Order
2. Invocation
3. Guests/Speakers
4. Old Business
 - a. Alleyway project
5. New Business
 - a. Approve March 3, 2022 minutes
 - b. Approve March 2022 Financial Statements
 - c. Reimbursement of a façade grant – 1021 Ball Street
 - d. Carroll Street Tree Review
6. Chairman Items
7. Downtown Manager's Report
 - a. Downtown Projects update
8. Promotion Committee Report – Mr. Corey Jones
9. Update on Downtown Development Authority
10. Other
11. Adjourn

All meetings are open to the public unless otherwise posted

Main Street Advisory Board
Minutes - March 3, 2022

1. Call to Order : Chairman Cossart called the meeting to order at 5:02pm.

Roll: Chairman Cossart; Directors Gordon, Moore, Lay, Presswood were present. Directors Loudermilk and DeShazier were absent.

Staff: Robert Smith – Asst. City Manager, Alicia Hartley- Special Events Coordinator and Christine Sewell – Recording Clerk

2. Invocation: was given by Chairman Cossart
3. Guests/Speakers- Mr. Corey Jones and Monica Kinnebrow.
4. Old Business
 - a. Alleyway project

Mr. Smith advised he reviewed past minutes and is aware of the plan and has concern with the paving and stormwater runoff. He has reached out to three contractors to obtain quotes, as well spoken with Chad McMurrian and Ansley Fitzner. It could be possible to not concrete the entire area and incorporate ground plantings. It is the recommendation of staff to look at options to mitigate stormwater, limited concrete and permeable plantings or a combo of both. Mr. Smith advised there is a concern with the impact on the property from stormwater and a certified engineer will need to review as well; quotes for that will be obtained. Quotes will provide the best way to address the stormwater concern and provide an accurate cost estimate. Director Gordon advised the property owners are onboard with the clean up but the water runoff issue has to be addressed. Mr. Smith advised he will continue to work on and will provide quotes at the next meeting.

- b. Farmers Market

Ms. Hartley advised the goal is for the city to assume responsibility in April. Chairman Cossart noted an agreement had been met with the Chamber and the market during the Dogwood Festival; signage is needed and a A-frame sign is being considered; Ms. Hartley provided an example of the proposed sign and cost. Director Lay motioned to approve the signage purchase in the amount of \$250; Director Gordon seconded; all in favor and was unanimously approved. Chairman Cossart advised she and Ms. Hartley have met with the current market managers and they are working towards stepping away and since they have relocated to the new location application fees have not been collected. When the board takes over Ms. Hartley is recommending fees be implemented and proposes \$260 a year or \$75 a quarter, no weekly payments. Director Gordon felt there should be a monthly fee as not all goods/produce are produced annually and it should be an option; the board concurred and there will be a \$40 monthly option. Ms. Hartley also advised there will be parameters on what attendees will be accepted; there will be no more soap or baked good vendors, and no craft vendors; all applications will be reviewed and vetted. Chairman Cossart advised there may be a manager in the future and fees collected will be placed in a dedicated cost center and currently the city is paying for the port-a-potties; Director Presswood disagreed with the availability of them. Ms. Hartley requested approval to move forward with applying for an AG Georgia grant for the market; the board concurred.

5. New Business

a. Approve February 3, 2022 minutes

Director Lay motioned to approve as submitted; Director Moore seconded; all in favor and was unanimously approved.

b. Approve February 2022 Financial Statements

Ms. Hartley reviewed as requested the past three months expenditures and advised moving forward will provide a more detailed breakdown. Director Presswood motioned to approve as submitted; Director Lay seconded; all in favor and was unanimously approved.

c. Review of COA for 1214 Washington Street

Ms. Wharton advised the applicant proposes various external alterations to the building which includes pressure washing the building, repainting, replacing the existing awnings, and replacing lighting at the front and back doors. The applicant has provided the desired paint colors for the project which are included within the City of Perry's recommended historic colors. These include Classic Light Buff (SW0050) for the exterior walls and Rookwood Shutter Green (SW2809) for the windows and doors. Examples of the proposed lighting have also been provided; staff is recommending approval. Director Lay motioned to approve the application as submitted; Director Gordon seconded; all in favor and was unanimously approved.

d. Review and approval of façade grant for 1214 Washington Street

Ms. Sewell advised the grant was for painting and awnings with a requested amount of \$1500.00. Director Lay motioned to approve in the amount of \$1500; Director Presswood seconded; all in favor and was unanimously approved.

e. Revision of COA for 904 Commerce Street

Mr. Wood advised the applicant proposes to install two awnings over the residential doors which are accessed through the alley. One awning is proposed to be 4 feet by 4 feet and will cover one residential door. The other is proposed to be 4 feet by 8 feet and will cover 2 residential doors. The awnings are proposed to be constructed using metal materials and will be dark grey in color. Staff recommends approval of the application with the revision subject to the following: 1). Awnings shall be approved contingent on review by the Chief Building Official. The size of the awnings must comply with applicable building code. Director Lay motioned to approve as submitted with the staff recommended condition; Director Moore seconded; all in favor and was unanimously approved.

f. Review of non-conforming sign- 1015 Jernigan Street

Ms. Wharton advised the City became aware of the two signs installed without a permit and upon inspection and measurements they are too large and do not comply with the ordinance. There are three options, the business owner can remove the existing signs, comply with the ordinance and replace the signs, or the board can consider allowing

them to remain or a variance can be applied for through the Planning Commission. Chairman Cossart advised the standards have to be upheld do not want to set a precedent; Director Moore inquired if the owner was aware of the regulations; staff advised they had been. Director Lay motioned to deny the request for waiver and that the business owner comply with the ordinance; Director Presswood seconded; all in favor.

6. Chairman Items – None

7. Downtown Manager's Report

a. Downtown Projects update – Mr. Smith advised he will be the staff liaison until a new downtown manager is appointed; and Ms. Hartley will be assisting. He will keep the board up to date on projects.

8. Promotion Committee Report – Mr. Corey Jones advised they are moving forward with events and currently working on the spring Wine & Food Festival. Mr. Jones is asking for release of funds in preparation of expenses related to the festival, for the entertainment, wine, supplies, etc. Director Presswood motioned to release \$5000 to commence with expenditures of the Wine & Food Festival; Director Lay seconded; all in favor and was unanimously approved.

9. Update on Downtown Development Authority – Chairman Cossart advised the board is working on an RFP for the Ball/Main Street lot and an incentive policy.

10. Other- none

11. Adjourn: there being no further business to come before the board the meeting was adjourned at 6:15pm.

Main Street Advisory Board Restricted Fund
GL Account 100.00000.13.4208

Unrestricted

July 1, 2021 Beginning Balance	19,157.24
July Deposits	1,200.00
August Deposits	-
September Deposits	-
October Deposits	-
November Deposits	-
December Deposits	-
Expenditures	
July 2021 Expenditures	-
August 2021 Expenditures	-
September 2021 Expenditures	-
October Expenditures	-
November Expenditures	-
December Expenditures	(3,160.76)
January Expenditures	(813.26)
February Expenditures	(241.49)
March Expenditures	-
Available Funds as of 3/31/2022	16,141.73

00000.37.1024 MAIN STREET ADVISORY DONATIONS
 B E G I N N I N G B A L A N C E 1,200.00CR

00000.37.1025 MEMORIAL BENCH DONATIONS
 B E G I N N I N G B A L A N C E 0.00

000 ERRORS IN THIS REPORT!

** REPORT TOTALS **
 BEGINNING BALANCES: 0.00 DEBITS --- CREDITS ---
 REPORTED ACTIVITY: 0.00
 ENDING BALANCES: 0.00
 TOTAL FUND ENDING BALANCE: 1,200.00CR

CITY OF PERRY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2022

100-GENERAL FUND
ECONOMIC DEVELOPMENT
MAIN ST ADVISORY BD REST

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES

CURRENT BUDGET CURRENT PERIOD PRIOR YEAR PO ADJUST. Y-T-D ACTUAL Y-T-D ENCUMBRANCE BUDGET BALANCE % OF BUDGET

PERSONAL SERVICES

100-75510.51.1100	REGULAR EMPLOYEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.1300	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2100	EMPLOYEE LIFE INSURA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2120	EMPLOYEE HEALTH INSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2130	EMPLOYEE DENTAL INSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2200	FICA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2401	RETIREMENT CONTRIBUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.51.2700	WORKER'S COMPENSATIO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONAL SERVICES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PURCHASED/CONTRACTS

100-75510.52.1312	ARTIST FEES	1,400.00	0.00	0.00	0.00	2,500.00	0.00	(1,100.00)	178.57
100-75510.52.2300	RENTAL	0.00	0.00	0.00	0.00	230.00	0.00	(230.00)	0.00
100-75510.52.3300	ADVERTISING	0.00	0.00	0.00	0.00	111.49	0.00	(111.49)	0.00
100-75510.52.3500	TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.52.3600	DUES & FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.52.3850	CONTRACT LABOR	0.00	0.00	0.00	0.00	250.00	0.00	(250.00)	0.00
100-75510.52.3930	MEETINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PURCHASED/CONTRACTS		1,400.00	0.00	0.00	0.00	3,091.49	0.00	(1,691.49)	220.82

SUPPLIES

100-75510.53.1100	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	1,124.02	0.00	(1,124.02)	0.00
100-75510.53.1660	AWARDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPLIES		0.00	0.00	0.00	0.00	1,124.02	0.00	(1,124.02)	0.00

OTHER COSTS

100-75510.57.3001	FACADE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.57.3002	MATCHING MEDIA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.57.3003	RESILIENCY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-75510.57.7000	APPROPRIATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER COSTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

TOTAL MAIN ST ADVISORY BD REST		1,400.00	0.00	0.00	0.00	4,215.51	0.00	(2,815.51)	301.11
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CITY OF PERRY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2022

0-GENERAL FUND
ONOMTC DEVELOPMENT

% OF YEAR COMPLETED: 75.00

PARIMENTAL EXPENDITURES

CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
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ACQUIRED/CONTRACTS

0-75511.52.1200	PROFESSIONAL SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
0-75511.52.2302	FEE WAIVER	0.00	0.00	0.00	0.00	0.00	0.00
0-75511.52.3300	ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00
0-75511.52.3600	DUES & FEES	0.00	0.00	0.00	0.00	0.00	0.00
0-75511.52.3701	MANDATORY TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
0-75511.52.3702	VOLUNTARY TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
0-75511.52.3850	CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00	0.00
0-75511.52.3930	MEETINGS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PURCHASED/CONTRACTS		0.00	0.00	0.00	0.00	0.00	0.00

PRIZES

0-7551.53,1100	OPERATING SUPPLIES	0.00	0.00	0.00	0.00
TOTAL SUPPLIES		0.00	0.00	0.00	0.00

OTHER COSTS

0-75511.57.3001 FACADE GRANT	0.00	0.00	0.00	0.00	0.00
0-75511.57.7000 APPROPRIATIONS	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER COSTS	0.00	0.00	0.00	0.00	0.00

TOTAL MAIN ST ADVISORY BD-CITY	0.00	0.00	0.00	0.00
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CITY OF PERRY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2022

275-HOTEL/MOTEL TAX FUND
ECONOMIC DEVELOPMENT
MAIN ST ADVISORY BD CITY

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES

CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
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PURCHASED/CONTRACTS

275-75511.52.1200 PROFESSIONAL SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.2302 FEE WAIVER	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.3300 ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.3600 DUES & FEES	400.00	0.00	375.00	0.00	25.00	93.75
275-75511.52.3701 MANDATORY TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.3702 VOLUNTARY TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.3850 CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.52.3930 MEETINGS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PURCHASED/CONTRACTS	400.00	0.00	375.00	0.00	25.00	93.75

SUPPLIES

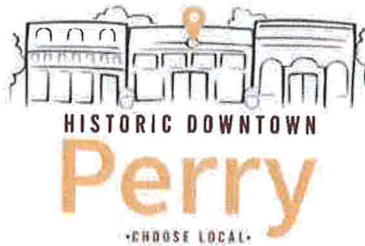
275-75511.53.1100 OPERATING SUPPLIES	0.00	0.00	799.20	0.00	799.20	0.00
275-75511.53.3701 MANDATORY TRAINING	500.00	0.00	0.00	0.00	500.00	0.00
TOTAL SUPPLIES	500.00	0.00	799.20	0.00	299.20	159.84

OTHER COSTS

275-75511.57.3001 FACADE GRANT	0.00	0.00	0.00	0.00	0.00	0.00
275-75511.57.7000 APPROPRIATIONS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER COSTS	0.00	0.00	0.00	0.00	0.00	0.00

TOTAL MAIN ST ADVISORY BD CITY

900.00	0.00	0.00	1,174.20	0.00	274.20	130.47
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Perry Main Street Advisory Board

Downtown Development District Façade Grant Program Payment Request

Date: October 12, 2021 (Please, print your information and use blue or black ink.)

Name of Applicant: John W. Hulbert

Name of Business: Massey Gordon Design

Business Physical Address: 1021 Ball Street

Applicant's Mailing Address: 1202 Duncan Avenue Perry, Ga

Phone Number(s): (478) 396-1016

Email Address: jhulbert@whgmlaw.com

Web Address: _____

Project Start Date: 09/28/2021 Project Completion Date: 09/28/2021

Completed Project Total Cost: \$ 2,326.00

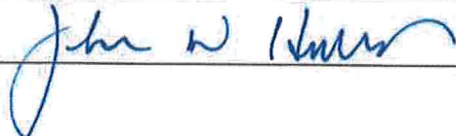
Grant Amount Payment Requested: \$ 500.00

Attach photos of completed work (required).

A completed W-9 for you/your business is required with the application; payment cannot be issued without the W-9.

As a condition of receipt of the grant funds, I agree to maintain the grant-funded project improvements and the Perry Main Street Advisory Board's investment.

Name of Applicant: John W. Hulbert

Signature of Applicant: 



**MACON AWNING
& CANVAS
PRODUCTS, LLC**

Invoice

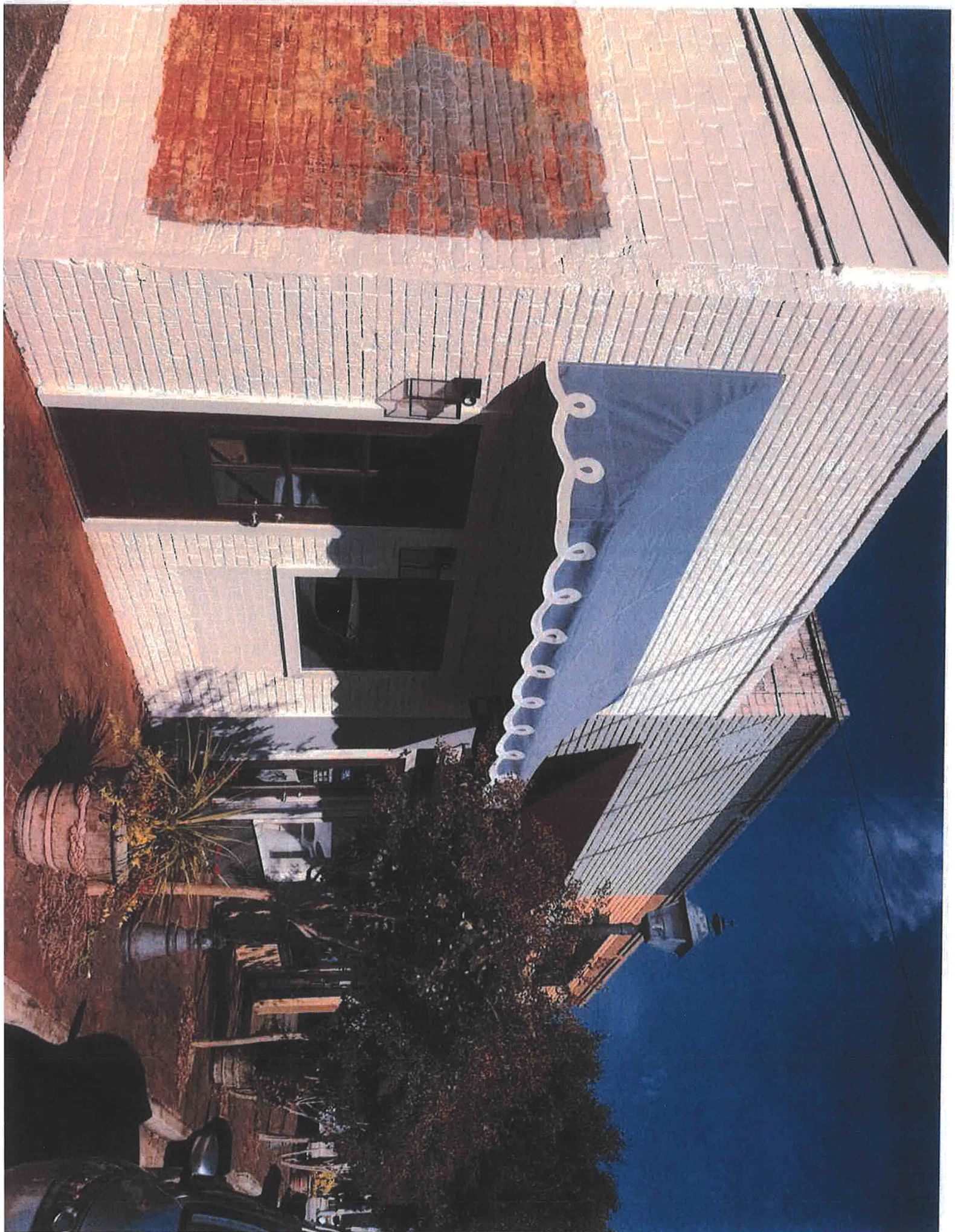
P O Box 393
Macon, GA 31202

Date	Invoice #
9/28/2021	771

Bill To
John Hulbert 1202 Duncan Avenue Perry, GA 31069

P.O. No.		Terms	Project
		Due on completion	
Description	Qty	Rate	Amount
(1) awning frame & cover installed at 1021 Ball Street, Perry..... installation		1,800.00 400.00	1,800.00T 400.00
Subtotal			\$2,200.00
Sales Tax (7.0%)			\$126.00
Total			\$2,326.00
Payments/Credits			-\$1,163.00
Balance Due			\$1,163.00

Phone #
(478)743-2684



FW: Downtown trees

Alicia Hartley <alicia.hartley@perry-ga.gov>

Tue 4/5/2022 10:01 AM

To: Community Development <comm.development@perry-ga.gov>

Best,

Alicia Hartley

Downtown Manager

City of Perry

1211 Washington Street

P.O. Box 2030

Perry, GA 31069

Cell: (478) 294-9039

<http://www.perry-ga.gov>

From: Robert Smith <robert.smith@perry-ga.gov>

Sent: Thursday, March 31, 2022 3:55 PM

To: Alicia Hartley <alicia.hartley@perry-ga.gov>

Subject: FW: Downtown trees

FYI

**Robert Smith**

Assistant City Manager

City of Perry

1211 Washington Street

P.O. Box 2030

Perry, GA 31069

O: 478-988-2757

M: 478-508-1571

<http://www.perry-ga.gov>

Where Georgia comes together.

From: Ansley Fitzner <ansley.fitzner@perry-ga.gov>

Sent: Thursday, March 31, 2022 3:09 PM

To: Robert Smith <robert.smith@perry-ga.gov>

Subject: Downtown trees

Current tree plantings produce a lot of tree litter and show varying signs of stress/plant health. The root systems are compromising brick sidewalks and adjacent parking/asphalt areas. It would be recommended to install raised planter areas for any future tree plantings to provide adequate soil medium and minimize root obstructions/trip hazards.

These raised planter concepts were presented and accepted by Council as a part of the Main Street realignment project.

Removal of existing trees would leave significant root systems which will require removal in order to provide adequate space to plant newly installed trees in their place. It would be very labor intensive and expensive to remove these trees and root systems while preserving the hardscape areas, especially with the utilities that are located throughout. A raised bed would circumvent some of these challenges.

American hornbeam

20-30' height and 20-30' width

full sun to part shade

Upright habit



European hornbeam

40' height and 30' width

Sun or shade, can handle dry soils

Columnar, upright shape



A smaller tree option that would be a nice accent for some areas is a

Sweetbay Magnolia

10-20' height and 10-20' width

Full sun to partial shade

Columnar or vase shaped

Fragrant flowers



Currently planted are Chinese Evergreen Oaks

https://plants.rainbowgardens.biz/12250005/Plant/23222/Chinese_Evergreen_Oak/

Ansley Fitzner

Public Works Superintendent

City of Perry

500 Ball Street

P.O. Box 2030

Perry, GA 31069

Office 478-988-2731

Mobile 478-244-6618

<http://www.perry-ga.gov>



Chinese Evergreen Oak

Quercus myrsinifolia

Height: 35 feet

Spread: 30 feet

Sunlight: ○

Hardiness Zone: 7a

Other Names: Bamboo-leaf Oak

Group/Class: Ring-cupped Oak

Description:

A medium sized evergreen tree that takes on a dense, shrubby form, or can be a short trunked tree with a rounded canopy; foliage is narrow, dark green and glossy; suitable as a windbreak or screen, making it valuable in urban and garden settings

Ornamental Features

Chinese Evergreen Oak has dark green evergreen foliage which emerges coppery-bronze in spring on a tree with an oval habit of growth. The glossy narrow leaves remain dark green throughout the winter. However, the fruit can be messy in the landscape and may require occasional clean-up.

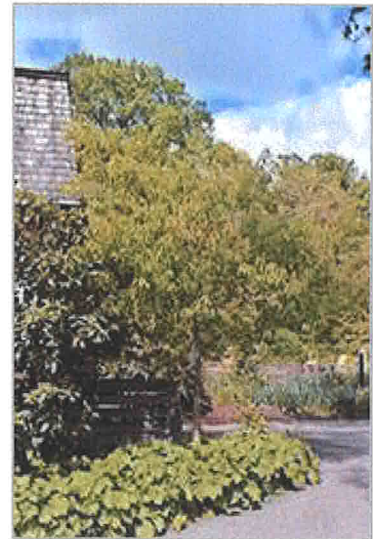
Landscape Attributes

Chinese Evergreen Oak is a dense multi-stemmed evergreen tree with a shapely oval form. Its average texture blends into the landscape, but can be balanced by one or two finer or coarser trees or shrubs for an effective composition.

This tree will require occasional maintenance and upkeep, and is best pruned in late winter once the threat of extreme cold has passed. It is a good choice for attracting birds and squirrels to your yard. Gardeners should be aware of the following characteristic(s) that may warrant special consideration;



Chinese Evergreen Oak foliage
Photo courtesy of NetPS Plant Finder



Chinese Evergreen Oak
Photo courtesy of NetPS Plant Finder



- Messy

Chinese Evergreen Oak is recommended for the following landscape applications;

- Shade
- Vertical Accent
- Mass Planting
- Windbreaks and Shelterbelts

Planting & Growing

Chinese Evergreen Oak will grow to be about 35 feet tall at maturity, with a spread of 30 feet. It has a low canopy with a typical clearance of 2 feet from the ground, and should not be planted underneath power lines. It grows at a slow rate, and under ideal conditions can be expected to live to a ripe old age of 150 years or more; think of this as a heritage tree for future generations!

This tree should only be grown in full sunlight. It is very adaptable to both dry and moist locations, and should do just fine under average home landscape conditions. It may require supplemental watering during periods of drought or extended heat. It is not particular as to soil type or pH. It is highly tolerant of urban pollution and will even thrive in inner city environments. This species is not originally from North America.



Chinese Evergreen Oak
Photo courtesy of NetPS Plant Finder