



Main Street Advisory Board
Agenda – July 24, 2025, 4:00 p.m.

Meeting to be held at Perry City Hall – 808 Carroll Street, Downtown Perry
Economic Development Conference Room

1. Call to Order
2. Guests/Speakers
3. Citizens with Input
4. Old Business
 - a. Continued discussion of approved color palettes
5. New Business
 - a. Approve June 6, 2025, minutes
 - b. Approve May 2025 financials
 - c. Review and Approval of Updated Perry Farmers Market Policies and Vendor Code of Conduct
6. Chairman Items
7. Downtown Manager's Report
 - a. Downtown Projects update
8. Promotion Committee Report
9. Other
 - a. Introduction of Mr. Joseph Duffy, New Community Development Director
10. Adjourn

All meetings are open to the public unless otherwise posted

Main Street Advisory Board
Minutes - June 5, 2025

1. Call to Order: Chairman Cossart called the meeting to order at 4:00pm.

Roll: Chairman Cossart; Directors Anderson-Cook, Lay, Presswood, Lay and Walker were present. Director Moore was absent.

Staff – Tabitha Clark – Communications Director, Bryan Wood – Community Development Director, and Christine Sewell – Recording Clerk

2. Guests/Speakers - Terre Walker, Trent Dowd, John Staurulakis, Dave Corson, John Corson, and Trey Moody.
3. Citizens with Input – Terre Walker on behalf of the Perry Arts Council – the mound at the end of Commerce St/Macon Road is owned by the city and would not need approval from the church and was advised last month to go through the Placemaking Committee regarding the whirligig project. Ms. Walker was advised the committee is not meeting until Ms. Hartley's return; Ms. Walker advised she will take to Council. The drumming circle event was rescheduled to Sept. 6th. Will once again work with the high school chorus for caroling; Chairman Cossart asked the council work with the promotion committee and their events.
4. Old Business
 - a. Discussion of approved color palettes – Mr. Wood advised there has been two approved color palettes; the exterior historic colors from Sherwin Williams and Williamsburg; no approval can be found for these and with some recent approvals where the Chairman has provided guidance for applicants' some colors selected were from the interior Sherwin Williams palette, which are similar and staff would like to know if the board would like to consider expanding the palettes. Chairman Cossart asked if there were any issues with interior colors; Mr. Wood advised not necessarily, however, some of the colors were rather bold. The board requested staff to further research and provide updated color palettes for additional discussion.
5. New Business
 - a. Certificate of Appropriateness Review – 1117 Main Street

Mr. Wood advised the applicant requests to relocate the existing house to a property outside the Downtown Development Overlay District. A purchaser has not been identified. Once the house is removed, the site will be grassed. The property consists of a Carpenter Italianate-style house constructed circa 1880. The house features molded cornice with gable returns, decoratively shaped cornice brackets on corners, and detail course. Centered, non-projecting gable in the front façade over the entrance features dentil course along the rake. Round wood vents in front and side gables. Partial width gable portico features molded cornice, dentil course along cornice and rake, gable returns, and square, chamfered posts and pilasters. Door surround features entablature supported by shaped corner brackets, tow-light transom, and paired Italianate doors. Full height 2/4 windows along façade. All windows feature bracketed window molds with dentil course. Partial width gable wing on west side of house and a gable ell off the rear of the side wing are possibly original. A cast iron fence and gate along the sidewalk are probably as old as the house. The house is not included in the Swift Street Historic District. The house appears to be in similar condition as when it was documented in the

2002 Historic Resources Survey, which indicated the house appears to meet National Register eligibility requirements. Relocation of the house may prevent future National Register consideration. Staff recommends approval to relocate the house, subject to the expiration of the COA being one year from date of issuance to allow time to secure a purchaser. The cast iron fence and gate should be relocated with the house.

Mr. Trent Dowd on behalf of the church advised there is no longer a need for the structure and they have had people interested in moving but fell through. Chairman Cossart inquired if any marketing was done to have it relocated; Mr. Dowd advised there has not been and whoever was to do so, would be required to move the dwelling, level the site and seed and sod.

Director Presswood motioned to recommend approval of the application as presented with staff recommendation to relocate the house, subject to the expiration of the COA being one year from date of issuance to allow time to secure a purchaser and the cast iron fence and gate should be relocated with the house; Director Walker seconded; all in favor and was unanimously recommended for approval.

b. Certificate of Appropriateness Review – 1005 Second Street

Mr. Wood advised the applicant requests to relocate the existing house to a property outside the Downtown Development Overlay District. A purchaser and receiving property have not been identified. In the event a purchaser is not found, the applicant requests approval to demolish the house. Once the house is removed, the site will be grassed. The property consists of a Craftsman-style house constructed circa 1920. While the house has been clad in vinyl siding and the windows and exterior doors have been replaced, the house retains much of its original Craftsman integrity (widely overhanging eaves with exposed rafters and knee braces, paired windows, square wood columns on brick porch piers, recess on NE corner combined front portico gives appearance of a wrap-around porch.) The house is not included in the Swift Street Historic District. Staff recommends approval for relocation of the house and that the expiration of the COA be one year from the date of issuance to allow time for the applicant to secure a purchaser to relocate the house. Further, if a purchaser for relocation has not been identified 9 months after date of issuance, the applicant shall return to the Main Street Advisory Board to provide documentation of their efforts and issues finding a purchaser for relocation; and may request approval for demolition at that time.

Director Lay motioned to recommend approval of the application as presented with staff recommendation to relocate the house, subject to the expiration of the COA being nine months from date of issuance to allow time to secure a purchaser for relocation and , if a purchaser for relocation has not been identified 9 months after date of issuance, the applicant shall return to the Main Street Advisory Board to provide documentation of their efforts and issues finding a purchaser for relocation; and may request approval for demolition at that time; Director Anderson-Cook seconded; all in favor and was unanimously recommended for approval.

c. Certificate of Appropriateness Review – 904-4 Commerce Street

Mr. Wood advised the applicant proposes adding a walk-in refrigerator at the rear of the building to serve Trattoria di Napoli Restaurant. The refrigerator will be approximately 14 feet X 8 feet, and will be painted or wrapped to match the building. Because of the

spacing of adjacent buildings and the proposed location, the refrigerator will not be visible from Commerce or Ball Street. It will be visible from Washington street through a parking lot. The design guidelines for modern features suggests mechanical systems should be placed behind the building and out of public view. Staff recommends approval of the application, with the condition that the color of the paint or wrap on the exterior of the refrigerator matches "Sage Green Light" (SW 2851) which is the trim color on the building.

Director Anderson-Cook motioned to recommend approval of the request with the condition that the color of the paint or wrap on the exterior of the refrigerator matches "Sage Green Light" (SW 2851) which is the trim color on the building; Director Ray seconded; all in favor and was unanimously recommended for approval.

d. Certificate of Appropriateness Review – 921 Carroll Street

Mr. Wood advised the applicant proposes replacing the 3-tab asphalt roof shingles on the front mansard element with black metal and replace wood siding on the dormers and storefront with cement fiber board siding. The building will be painted "Tavern Charcoal" and the ceiling of the overhang will be "Capitol White." Both colors are from the Benjamin Moore Williamsburg Collection. This application is in response to a property maintenance code violation. The proposed modifications are to sections of the building that were remodeled in the 1970s as part of an effort to rebrand Downtown. Because these modifications are nearing 50 years in age, the HPC considered them 'historic' and contributing to the overall historic character of the Downtown in their proposed historic district Report of Designation. The design guidelines for roofs suggests that changing roof materials is not appropriate. However, metal roof materials are used for awnings and faux mansard elements on historic buildings at 813 Carroll Street, 904 Carroll Street, and 909 Main Street. Standing seam metal hip roof was added to the City Hall building at 808 Carroll Street during renovations in the early 2000s.

The design guidelines for materials suggests that damaged historic exterior materials should be repaired in-kind only in the area of damage. The proposed replacement of wood with cement fiber board includes the lap siding and trim on the dormers and on the corners of the storefront, and smooth wood with decorative molding on the bulkhead. The application does not mention any modifications to the square columns supporting the overhang. Since the dormers are not at pedestrian level, the proposed materials have limited visual impact. The materials at pedestrian level should have a smooth finish and reflect the same dimensions and reveal as current materials. The application is not clear if a trim color will be used or if the entire building façade and trim will be painted "Tavern Charcoal". The applicant should clarify. Staff recommends approval of the application, subject to replacement materials at the pedestrian level shall have a smooth finish and the same dimensions and reveal as existing materials. Mr. Wood noted the application included exploratory demolition.

Mr. Trey Moody, the building owner advised the façade is likely from the 1970's and provided various photos of the building front from 1940, 1960, late 1980's and 1990 and they all depict various façades, none of which are appealing. Would like to remove the façade and shingles, remove the fake dormers and apply new siding; believes there may be brick, which until they can remove the façade the condition is unknown, if in good shape, will clean up, repaint add new light fixtures and new entry stoop, which is one plan of action. Mr. Moody advised if go back to the flat façade, they still do not know

what is behind it and it's condition and would be an entirely architecturally different look. There is an old window that was covered up and that will need to be addressed. Mr. Dave Corson advised the roof will have to be removed to see what is behind it and its condition and anticipates a month to complete. Mr. Wood advised from a procedural prospective the application was filed before the adoption of the downtown historic district and the board can act on the requested removal of the fake façade. Mr. Wood noted the "fake" facades were done in the mid-1970's to give a theme to the downtown. The board concurred with the applicant removing the front façade and have a preliminary discussion with the Historic Preservation Commission for compliance for the district.

Mr. Moody advised he also owns 921-A Commerce Street and there is a protruding wing on the façade that has become a hazard and is requesting permission to remove. He noted there are two separate roofs for the building. With the removal, he will have the utilities relocated, secure the façade and then determine what to do.

Director Anderson- Cook motioned to approve to remove the columns and mansard roof element on the rear façade of the building located at 910A Commerce Street due to safety concerns and to explore options for renovating the façade for 921 Carroll Street with both recommendations receiving a Certificate of Appropriateness from the Historic Preservation Commission; Director Presswood seconded; all in favor.

*Director Walker left the meeting at 5:05pm.

- e. Approve May 1, 2025, minutes

Director Presswood motioned to approve as submitted; Director Anderson-Cook seconded; all in favor and was unanimously approved.

- f. Approve April 2025 financials

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

6. Chairman Items

- a. Reschedule of July 3rd regular meeting- it was the consensus of the board to reschedule to July 24th.

7. Downtown Manager's Report

- a. Downtown Projects update

Mr. Wood advised Council adopted with modifications the downtown historic district. The Chairman of the Historic Preservation Commission suggested one of the Main Street board members serve as an ex-officio member on their board; Chairman Cossart asked the board to consider and advise at the next meeting who would like to serve.

8. Promotion Committee Report – no update as no meeting in May

9. Other- None

- 10. Adjourn: there being no further business to come before the board the meeting was adjourned at 5:17pm.

Main Street Advisory Board Restricted Fund
GL Account 100.00000.13.4208

J. Holland
M. H.

July 1, 2024 Beginning Balance

65,769.15

Deposits:	100.37.1024	Current	YTD	Cumulative
	July		5,575.00	
	August		790.00	
	September		950.00	
	October		7,425.00	
	November		1,305.00	
	December		908.00	
	January		0.00	
	February		5,970.00	
	March		6,665.00	
	April		13,865.00	
	May		0.00	
	June			
Total Deposits:		0.00	43,453.00	109,222.15

Expenditures: 100.75510

July	(1,390.00)	
August	(3,638.26)	
September	(1,460.99)	
October	(10,303.06)	
November	(11,723.38)	
December	(664.01)	
January	(560.28)	
February	(2,079.32)	
March	(3,678.55)	
April	(7,236.21)	
May	(540.28)	
June		
Total Expenditures:	0.00	(43,274.34)

65,947.81

Reserve Balance at 4/30/2025

65,947.81

65,947.81

Current Reserve:	65,947.81
Less Prior Month Reserve	66,488.09
Current Month Reserve Adjustment	<u>(540.28)</u>

Budget Report

For Fiscal: 2024-2025 Period Ending: 05/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-00000.347535	KICKBALL FEE	700.00	700.00	0.00	0.00	-700.00	100.00 %
100-00000.347591	FLAG FOOTBALL	0.00	400.00	1,385.00	1,850.00	1,450.00	462.50 %
100-00000.347730	FIREARMS SAFETY COURSE FEE	0.00	200.00	0.00	480.00	280.00	240.00 %
100-00000.347735	CPR CERTIFICATION FEE	0.00	400.00	44.00	1,729.00	1,329.00	432.25 %
100-00000.349219	EMPLOYER CONTRIB-HEALTH	2,904,800.00	2,904,800.00	442,109.00	3,063,199.00	158,399.00	105.45 %
100-00000.349220	EMPLOYEE CONTRIB-HEALTH	355,200.00	355,200.00	60,130.50	422,482.85	67,282.85	118.94 %
100-00000.349300	RETURNED CHECK FEE	2,700.00	2,700.00	140.00	2,415.00	-285.00	10.56 %
100-00000.349903	MISC SERVICES & CHARGES	2,300.00	2,300.00	3,786.33	4,032.46	1,732.46	175.32 %
100-00000.349904	CRIMINAL HISTORY CHECKS	42,600.00	42,600.00	3,369.00	47,872.40	5,272.40	112.38 %
100-00000.349910	CURB CUT/DRIVEWAY PIPE	0.00	0.00	0.00	335.00	335.00	0.00 %
CostCenter: 00000 - NON-DEPARTMENTAL Total:		6,134,200.00	6,712,600.00	690,693.33	5,877,116.55	-835,483.45	12.45%
RevCategory: 34 - Charges for Services Total:		6,134,200.00	6,712,600.00	690,693.33	5,877,116.55	-835,483.45	12.45%
RevCategory: 35 - Fines and Forfeitures							
CostCenter: 00000 - NON-DEPARTMENTAL							
100-00000.351170	COURT AND PARKING FINES	632,400.00	632,400.00	43,702.08	460,349.43	-172,050.57	27.21 %
100-00000.351171	COUNTY JAIL SURCHARGE	41,300.00	41,300.00	0.00	32,340.45	-8,959.55	21.69 %
CostCenter: 00000 - NON-DEPARTMENTAL Total:		673,700.00	673,700.00	43,702.08	492,689.88	-181,010.12	26.87%
RevCategory: 35 - Fines and Forfeitures Total:		673,700.00	673,700.00	43,702.08	492,689.88	-181,010.12	26.87%
RevCategory: 36 - Investment Income							
CostCenter: 00000 - NON-DEPARTMENTAL							
100-00000.361000	INTEREST	100,000.00	100,000.00	6,090.69	178,891.90	78,891.90	178.89 %
CostCenter: 00000 - NON-DEPARTMENTAL Total:		100,000.00	100,000.00	6,090.69	178,891.90	78,891.90	78.89%
RevCategory: 36 - Investment Income Total:		100,000.00	100,000.00	6,090.69	178,891.90	78,891.90	78.89%
RevCategory: 37 - Contributions and Donations							
CostCenter: 00000 - NON-DEPARTMENTAL							
100-00000.371001	RECREATION DEPT DONATIONS	0.00	0.00	0.00	8,996.50	8,996.50	0.00 %
100-00000.371004	DONATIONS	0.00	0.00	0.00	3,000.00	3,000.00	0.00 %
100-00000.371005	SPECIAL EVENTS SPONSORSHIPS	0.00	0.00	3,500.00	10,000.00	10,000.00	0.00 %
100-00000.371007	NEW PERRY ANIMAL SHELTER BLD	0.00	0.00	30.00	300.00	300.00	0.00 %
100-00000.371017	J E WORRALL MEM DONATIONS	0.00	5,000.00	0.00	5,000.00	0.00	0.00 %
100-00000.371024	MAIN STREET ADVISORY DONATIO	0.00	16,900.00	0.00	43,453.00	26,553.00	257.12 %
100-00000.371037	INTERNATIONAL FESTIVAL DONAT	0.00	500.00	0.00	500.00	0.00	0.00 %
100-00000.371039	FARMERS MKT INCOME	2,500.00	2,500.00	410.00	5,825.00	3,325.00	233.00 %
100-00000.371040	ART IN THE PARK SPONSORSHIP	0.00	800.00	0.00	800.00	0.00	0.00 %
100-00000.371100	CONTRIBUTIONS FOR CAPITAL PRO	0.00	271,200.00	0.00	271,272.75	72.75	100.03 %
100-00000.371202	INDEPENDENCE DAY SPONSORSHIP	0.00	5,000.00	0.00	5,000.00	0.00	0.00 %
100-00000.371205	TECH & ENTREPRENUER BOARD	0.00	1,700.00	0.00	12,792.26	11,092.26	752.49 %
100-00000.379004	ATLANTA HAWKS GRANT	0.00	2,300.00	0.00	2,380.00	80.00	103.48 %
CostCenter: 00000 - NON-DEPARTMENTAL Total:		2,500.00	305,900.00	3,940.00	369,319.51	63,419.51	20.73%
RevCategory: 37 - Contributions and Donations Total:		2,500.00	305,900.00	3,940.00	369,319.51	63,419.51	20.73%
RevCategory: 38 - Miscellaneous							
CostCenter: 00000 - NON-DEPARTMENTAL							
100-00000.381000	PERRY EVENTS CENTER RENTAL	73,400.00	73,400.00	1,185.00	64,261.00	-9,139.00	12.45 %
100-00000.381001	CELL ANTENNA RENTAL FEE	37,100.00	37,100.00	0.00	39,371.75	2,271.75	106.12 %
100-00000.381003	BILLBOARD RENTAL INCOME	0.00	4,200.00	0.00	4,200.00	0.00	0.00 %
100-00000.381011	HERITAGE OAKS RENTALS	0.00	1,800.00	0.00	2,503.00	703.00	139.06 %
100-00000.383000	REIMBURSE FOR DAMAGE PROP	0.00	32,400.00	0.00	32,497.25	97.25	100.30 %
100-00000.383002	RESTITUTION PAYMENT	0.00	0.00	0.00	0.12	0.12	0.00 %
100-00000.389000	OTHER REVENUES	0.00	7,800.00	0.00	8,160.00	360.00	104.62 %
100-00000.389001	PD COPIES/REPORTS	0.00	1,200.00	216.68	2,139.38	939.38	178.28 %
100-00000.389010	P-CARD REBATE	4,000.00	4,000.00	2,219.36	8,374.78	4,374.78	209.37 %
100-00000.389012	WEX TAX/BILL ADJUSTMENT	0.00	0.00	220.35	1,194.94	1,194.94	0.00 %
100-00000.389013	MGAG PERFORMANCE ADJUST	210,900.00	210,900.00	0.00	220,440.00	9,540.00	104.52 %
100-00000.389022	SR CTR UTILITIES REVENUE	4,300.00	4,300.00	495.44	4,382.61	82.61	101.92 %
100-00000.389026	TAX SALE EXCESS FUNDS	0.00	0.00	0.00	-22,116.92	-22,116.92	0.00 %
100-00000.389028	SCHOOL CROSSING GUARD	53,200.00	53,200.00	2,456.27	25,857.86	-27,342.14	51.40 %

Budget Report

For Fiscal: 2024-2025 Period Ending: 05/31/2025

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
CostCenter: 75450 - GA NATIONAL FAIRGROUND						
100-75450.523302 EVENT PROMOTION	40,000.00	40,000.00	0.00	31.59	39,968.41	99.92 %
CostCenter: 75450 - GA NATIONAL FAIRGROUND Total:	40,000.00	40,000.00	0.00	31.59	39,968.41	99.92%
CostCenter: 75460 - TOURISM PROMOTION						
100-75460.521200 PROFESSIONAL SERVICES	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
100-75460.521300 TECHNICAL SERVICES	25,000.00	25,000.00	0.00	26,699.00	-1,699.00	-6.80 %
100-75460.523300 ADVERTISING	40,000.00	40,000.00	6,995.00	23,930.97	16,069.03	40.17 %
100-75460.523302 EVENT PROMOTION	7,000.00	7,000.00	0.00	200.91	6,799.09	97.13 %
100-75460.523405 INFORMATIONAL BROCHURES	0.00	0.00	2,627.50	32,153.50	-32,153.50	0.00 %
100-75460.523930 TRADE SHOWS	10,000.00	10,000.00	0.00	3,291.00	6,709.00	67.09 %
100-75460.531100 OPERATING SUPPLIES	0.00	0.00	0.00	560.06	-560.06	0.00 %
100-75460.531104 PROMOTIONAL/SWAG ITEM	10,000.00	10,000.00	1,261.04	5,384.95	4,615.05	46.15 %
CostCenter: 75460 - TOURISM PROMOTION Total:	97,000.00	97,000.00	10,883.54	92,220.39	4,779.61	4.93%
CostCenter: 75470 - BILLBOARDS						
100-75470.522300 RENTALS	0.00	0.00	0.00	8,100.00	-8,100.00	0.00 %
CostCenter: 75470 - BILLBOARDS Total:	0.00	0.00	0.00	8,100.00	-8,100.00	0.00%
CostCenter: 75500 - DOWNTOWN DEV AUTHORITY						
100-75500.521201 AUDIT COST	0.00	0.00	0.00	4,700.00	-4,700.00	0.00 %
100-75500.523701 MANDATORY TRAINING	0.00	0.00	100.00	100.00	-100.00	0.00 %
100-75500.531100 OPERATING SUPPLIES	0.00	0.00	0.00	87.95	-87.95	0.00 %
100-75500.577000 APPROPRIATIONS	6,200.00	6,200.00	517.00	5,687.00	513.00	8.27 %
CostCenter: 75500 - DOWNTOWN DEV AUTHORITY Total:	6,200.00	6,200.00	617.00	10,574.95	-4,374.95	-70.56%
CostCenter: 75510 - MAIN ST ADVISORY BD REST						
100-75510.521312 ARTIST FEES	0.00	3,100.00	373.40	5,173.40	-2,073.40	-66.88 %
100-75510.522300 RENTALS	0.00	1,400.00	0.00	2,083.00	-683.00	-48.79 %
100-75510.523300 ADVERTISING	0.00	100.00	0.00	40.00	60.00	60.00 %
100-75510.523850 CONTRACT LABOR	0.00	2,500.00	125.00	5,189.10	-2,689.10	-107.56 %
100-75510.523851 SECURITY SERVICES	0.00	300.00	0.00	560.00	-260.00	-86.67 %
100-75510.531100 OPERATING SUPPLIES	0.00	11,400.00	41.88	17,141.38	-5,741.38	-50.36 %
100-75510.531600 INVENTORY EQUIPMENT	0.00	8,500.00	0.00	10,579.32	-2,079.32	-24.46 %
100-75510.531660 AWARDS	0.00	2,000.00	0.00	2,508.14	-508.14	-25.41 %
CostCenter: 75510 - MAIN ST ADVISORY BD REST Total:	0.00	29,300.00	540.28	43,274.34	-13,974.34	-47.69%
CostCenter: 75511 - MAIN ST ADVISORY BD-CITY						
100-75511.523701 MANDATORY TRAINING	300.00	0.00	0.00	0.00	0.00	0.00 %
100-75511.523702 VOLUNTARY TRAINING	300.00	0.00	0.00	0.00	0.00	0.00 %
100-75511.573001 FACADE GRANT	8,000.00	0.00	0.00	0.00	0.00	0.00 %
CostCenter: 75511 - MAIN ST ADVISORY BD-CITY Total:	8,600.00	0.00	0.00	0.00	0.00	0.00%
CostCenter: 75512 - FARMERS MARKET						
100-75512.522300 RENTALS	2,500.00	2,500.00	107.00	642.00	1,858.00	74.32 %
CostCenter: 75512 - FARMERS MARKET Total:	2,500.00	2,500.00	107.00	642.00	1,858.00	74.32%
CostCenter: 75514 - FLINT FOUNDATION GRANT-Rural Mural						
100-75514.521312 ARTIST FEES	0.00	0.00	-10,000.00	-10,000.00	10,000.00	0.00 %
CostCenter: 75514 - FLINT FOUNDATION GRANT-Rural Mural Total:	0.00	0.00	-10,000.00	-10,000.00	10,000.00	0.00%
CostCenter: 75630 - PERRY-HO CO AIRPORT AUTH						
100-75630.577000 APPROPRIATIONS	44,600.00	44,600.00	3,717.00	40,887.00	3,713.00	8.33 %
CostCenter: 75630 - PERRY-HO CO AIRPORT AUTH Total:	44,600.00	44,600.00	3,717.00	40,887.00	3,713.00	8.33%
CostCenter: 77030 - DEPT OF ADMINISTRATION CAPITAL						
100-77030.542200 VEHICLES	0.00	0.00	0.00	47,825.00	-47,825.00	0.00 %
CostCenter: 77030 - DEPT OF ADMINISTRATION CAPITAL Total:	0.00	0.00	0.00	47,825.00	-47,825.00	0.00%
CostCenter: 77050 - FIRE DEPT CAPITAL						
100-77050.542200 VEHICLES	143,000.00	143,000.00	0.00	386.53	142,613.47	99.73 %
CostCenter: 77050 - FIRE DEPT CAPITAL Total:	143,000.00	143,000.00	0.00	386.53	142,613.47	99.73%
CostCenter: 77060 - POLICE DEPT CAPITAL						
100-77060.542200 VEHICLES	565,000.00	565,000.00	66,894.13	356,778.13	208,221.87	36.85 %



Downtown Perry Farmers Market Policies

Regular Operating Hours

Downtown Perry Farmers Markets take place every Saturday from 9:00am – 1:00pm. Markets take place in the parking lot at 801 Main Street, Perry, GA. The exception to market operating dates is when a Market falls on a major holiday such as Christmas or New Year's.

What Can/Cannot Be Sold at the Market

The following items including, but not limited to, can be sold at the Perry Farmers Market:

- Raw Agricultural Products: fruits, vegetables, herbs, flowers, mushrooms, honey, plants
- Process foods/value-added products: baked goods, jams, jellies, sauces, honey, cut flowers and herbs, homemade canned goods, dog treats. These products must adhere to federal guidelines on their labels. Cottage Food License required where necessary.
- Prepared Foods: typically produced for immediate consumption; breads, rolls, cakes, pastries, cookies, dried herbs, seasonings, cereals, granola, coffees, teas. Cottage Food License required.
- Arts & Craft/non-agricultural products: approved arts & crafts, handmade soaps, wood workings, pottery, quilted items, jewelry, candles, etc; vendors selling these items must have created them. Items must be handcrafted, original, and exhibit a high level of quality and design.
- Meat and Other Animal Products: eggs, dairy products, meats, poultry, fish, seafood.

The following items including, but not limited to, cannot be sold at the Perry Farmers Market: animal manure/compost, live animals, products containing illegal substances.

Market Vendor Application Process

Individuals interested in participating in the Downtown Perry Farmers Market are to submit an application online at <https://perry-ga.gov/perry-farmer-market-vendor-application>. The Downtown Manager (or other designated individual) will review applications for completeness and appropriateness, and approve applications based on the needs of the market. Applications that do not meet the needs of the market at the time of submission will be placed on a waitlist. Vendors will be contacted on an as needed basis, depending on what the market needs are. The Downtown Perry Farmers Market reserves the right to refuse any applicant or ask any vendor to leave the market at any time.

Vendor Fee and Payment

After a new vendor is approved, via the proper channels, a vendor fee must be submitted before a new vendor can attend their first market. Vendor fee options are as follows: \$40/month, \$75/quarter, or \$260/year. Vendor fees can be submitted in person at Perry City Hall, Monday – Friday, 8:00am – 5:00pm. Vendor fees can be submitted over the phone by contacting the Customer Service Office at (478) 988-2754. Vendor fees can be collected at a market if arrangements are made in advance with the Downtown Manager (or other designated individual).

Vendor Set Up

Vendors can begin arriving to the market area as early as 7:30am the morning of a Farmers Market. Vendors can then begin unloading their equipment, tents, supplies, etc. Vehicles can remain in the parking area. Tents/tables must be put in front of the vendor's vehicle. Trailers are permitted but must receive permission from the Downtown Manager (or another designated individual). All vehicles must be removed from the market area by 8:45am. If vendors use tent canopies, canopies must be weighted down with bricks, sandbags, water jugs, etc. Vendors are responsible for the set up and breakdown of their own vendor spots.

Vendor Breakdown

Vendors are expected to stay for the duration of the Farmers Market hours, 9:00am – 1:00pm. Vendors are permitted to leave before the conclusion of the market in cases where the vendor's health or safety is at risk (extreme heat, inclement weather, etc.). Vehicles cannot move in or out of the market area until 1:00pm for the safety of other vendors and customers.

Licenses and Permits

Vendors must have up to date licensing and permits where applicable. Vendors are responsible for meeting the local, state, and federal requirements to sell their products. For more information, vendors can contact the Georgia Department of Agriculture.

A *Cottage Food License* through the Georgia Department of Agriculture (GDA) is required for the following items, but not limited to, baked goods (cookies, cakes, breads, chocolates, etc.), dried herbs, teas, coffee beans/grounds, popcorn, candies and confection, jams, jellies, preserves, dried fruits, nuts. *Egg Candling license* is required for vendors wanting to sell eggs. *Mobile vehicle license* is required for vendors selling meat products (beef, chicken, pork, etc.) *State and local licensing* is required for vendors with bottled alcohol. Additional permits can be requested on an as needed basis, depending on the type of products being sold (Feed License, Food Sales License, Live Plant License, etc.)

In accordance with House Bill 398, effective July 1, 2025, licenses are not required or issued by the Georgia Department of Agriculture. It is required to be registered with GDA to have an identifier number for labeling products and be in line with labeling requirements. While licensing is not required as of July 1, 2025, cottage food operators are required to adhere to the cottage food regulations, up to and including:

- Produce only non-potentially hazardous, non-time and temperature controlled for safety (TCS) cottage food approved foods.
- Water Source - if you are on a private system you will need to have your well water/private water system tested for Total Coliform, and Fecal Coliform annually,

DPH does the testing and we've included a link to the guidance document for your convenience [Non-Public Water Testing Guidance](#).

- Completing an [ANSI Accredited Food Handler Courses](#)
- Properly labeling your products in accordance with the cottage food directives and FDA labeling standards [Food Labeling Requirements](#)

For more information regarding Cottage Food, visit www.agr.georgia.gov/cottage-food

You must be able to provide an example of your current label that is on your products to the Downtown Manager before you can attend the market.

Vendor Spots

Each vendor has approximately a 10ft x 10ft space to set up. While the regular, consistent vendors have spaces that they regularly set up in, there are not official assigned vendor spots at the market. While attempts will be made to ensure vendors are in specific spaces on a consistent basis, no vendor is ever guaranteed a particular space at the market. Vendors wanting to use/occupy more a 10ft X 10ft space (for trailer, large equipment, etc,) must receive permission from the Downtown Manager (or another designated individual). Vendors are responsible for the upkeep and cleanliness around their vendor booth spot.

Vendor Code of Conduct

The Downtown Perry Farmers Market strives to create a welcoming, professional, and respectful environment for all vendors, staff, and patrons. The following Code of Conduct applies to all participating vendors to uphold the market's values of fairness, inclusivity, and community collaboration. Failure to follow the Vendor Code of Conduct could result in removal (temporary or permanent) from the market.

- All vendors must treat fellow vendors, customers, City of Perry staff, and volunteers with courtesy, respect, and professionalism always.
- Harassment, yelling, confrontational behavior, or aggressive questioning is strictly prohibited.
- Only the Downtown Manager or designated city staff are authorized to: verify vendor licensing and compliance and approve vendor participation or address policy violations.
- Soliciting or actively calling out to customers in front of or within the space of another vendor's booth is strictly prohibited. All vendors must respect the booth space of other vendors.
- Vendors must not attempt to redirect customers from neighboring vendors by stepping into walkways or other vendors' spaces.
- Vendors with concerns regarding other participating vendors or conduct (including licensing or product types) must bring their concerns directly to the Downtown Manager or designated market representative—not to other vendors. If a vendor believes a fellow vendor is violating market policies, you can submit your concerns via email or in person to the Downtown Manager. The Downtown Manager (or another designated staff) will assess the issue and respond accordingly.

Non-Discrimination Clause

The Downtown Perry Farmers Market will not discriminate against any individual because of race, color, creed, national origin, sex, age, disability, or sexual orientation.

Miscellaneous

- Vendors are responsible for the set up and breakdown of their own vendor spots and supplies. Vendors must dispose of their own trash or take their trash with them upon pack up.
- National, state, and local laws may override any Downtown Perry Farmers Market Policies.
- The Downtown Perry Farmers Market is not responsible for collecting sales tax. Individual vendors are responsible for collecting and paying their own sales tax.