



CITY COUNCIL

Kim Learnard, Mayor
Suzanne Brown, Mayor Pro Tem | Laura Johnson, Post 1
Clinton Holland, Post 3 | Michael Polacek, Post 4

SCAN FOR AGENDA
PACKET



Revised Special Called Meeting Agenda

February 12, 2026 | 6:30 PM
City Hall

1. **Call to Order**
2. **Pledge of Allegiance and Moment of Silence**
3. **Announcements, Awards, Special Recognition**
4. **Public Comment**
5. **Agenda Changes**
6. **Quarterly Reports**
 - A. 4th Quarter 2025
7. **Minutes**
 - A. January 15, 2026 City Council Meeting Minutes
 - B. January 15, 2026 Executive Session Minutes
8. **Consent Agenda**
 - A. Consider appointment to the Fayette County Library Board
 - B. Consider appointment to the Recreation Advisory Group
 - C. Consider Convention and Visitors Bureau Board appointment
 - D. New Alcohol License - The Oink Joint, 2868-2870 Highway 54
 - E. New Alcohol License - Soulstice Serenity, Inc. d/b/a Woodhouse Spa, 214 City Circle
 - F. Kinder Care - Stormwater Maintenance Agreement
 - G. FY26 Budget Amendment and Sponsorship Acceptance – Mahaffey Linkous Orthodontics
 - H. FY26 Budget Amendment & Position Reclassifications
 - I. FY26 Budget Amendment – State Seizure Fund Forfeiture Proceeds
 - J. Resolution #02122026-CA-J Personnel Policy Revisions
 - K. FY26 Budget Amendment – 4th of July 250th Anniversary Celebration Additions
 - L. Ordinance #1246 Fiscal Control Ordinance
9. **Old Agenda Items**

- A. Approve Resolution #02152026-OA-A Pledge to Practice and Promote Civility in the City of Peachtree City

10. New Agenda Items

- A. ~~02-26-01 Gun Range Renovation Design (Removed by City Manager)~~
- B. 02-26-02 FY26 Budget Amendment- Annexation Plan RFP (Shayla Reed)
- C. 02-26-03 Reallocate Pebble Pocket Splash Pad CIP Funding (Harold Layton)
- D. 02-26-04 FY26 Budget Amendment- Readyly Agreement (Bill Morck, Readyly)
- E. 02-26-05 FY26 Budget Amendment- Fire Training Tower (Clint Murphy)

11. Public Hearings

- A. 02-26-06 Consider a text amendment to revise land use regulations to permit Cosmetic Tattooing and Microblading (Shayla Reed)
- B. 02-26-07 Consider a text amendment to Section 917 of the city's Code of Ordinances related to Short-Term Rentals (Shayla Reed)

12. Council/Staff Topics

13. Executive Session

14. Adjourn

It is the policy of the City of Peachtree City that all city-sponsored public meetings and events are accessible to people with disabilities and are in compliance with Title VI of the Civil Rights Act of 1964. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA or need assistance per Title VI, please contact the City's Title VI and ADA Coordinator, Dr. Teaa Allston-Bing at (770) 632-4276 or e-mail tallston-bing@peachtree-city.org at least three (3) business days before the scheduled meeting or event to request an accommodation.

This agenda is subject to change at any time up to 24 hours prior to the scheduled meeting.
This meeting will be held in Council Chambers at City Hall

ENGINEERING SERVICES

Q4²⁰₂₅

HIGHLIGHTS:

- **303** building permit reviews
- **24** erosion control reviews
- **20** site plan reviews
- N. Peachtree Parkway & Lake Kedron Guardrail Repaired
- Drake Field Pavilion Repair contract awarded
- US Society of Dams Tour of Lake Peachtree.
- Structural Analysis of Gun Range
- New Court Office construction started in the Library
- Sprung Structure tour
- E-Plan soft implemented
- **7** Land disturbance permits issued

BUILDING MAINTENANCE:

- **93** Work Orders Completed
- Quarterly HVAC maintenance on all City buildings
- Repaired Bay Door @ Station 83
- Painted & Rearranged Office in Communications Department
- Repaired #2 Trolley System @ Gun Range on Pistol Side
- Rebuilt Exhaust Fan for Training Room Restrooms at Station 81
- Removed & Rebuilt 300 chairs for Council Chambers & Court
- Installed Dedicated Electrical Circuits for Space Heaters in New Finance Offices
- Painted 2 New Offices in Finance
- Dryer Vent Pipe Repair @ Station 82
- Toilet Repairs @ Station 82
- Installed Temporary Signage @ Kedron to Help Navigate Offices Moved There
- Built New Closet & Replaced Fire Sprinkler Main Valve @ PD
- Helped Move IT & HR Storage Supplies

STORMWATER:

1 DITCHES
CLEANED

2 DETENTION PONDS
CLEANED

0 PIPES
CLEANED OUT

100 LF PIPE
REPLACEMENT

9 STRUCTURE REPAIRS | 299 STRUCTURES CLEANED

EXECUTIVE SERVICES

Q4 2025

NEWSLETTERS:

Open Rate: 60% (187,812 Opens)

Click Rate: 4% (10,803 Clicks)

Sends: 398,987

Editions: 13 (The Slice)

1 (The Compass)

Subscribers: 30,608 (The Slice)

3,326 (The Compass)

33,934 TOTAL

HIGHLIGHTS:

2025 Community Impact Award Winner: This accolade recognizes the successful relaunch of the City's PTC 101 class, an 8-week interactive class for residents to engage with department leaders and staff to learn about local government.

December Team of the Month
The Public Communications and Fire Rescue were voted as Team of the Month for their collaboration of creating seasonal fire safety tips videos for the public

NUMBERS:

VISITORS TO CITY HALL

October - 2,210

November - 2,100

December - 2,746

OPEN RECORDS REQUESTS

October - 63

November - 36

December - 24

SOCIAL MEDIA

FACEBOOK:

Views: 3.6M

Content Interaction: 44K

Visits: 53.5K

Reach: 799.4K

Link clicks: 6.1K

Follows: 2.9K

INSTAGRAM:

Views: 512.4K

Content Interaction: 10.9K

Visits: 3.5K

Reach: 40.42K

Link clicks: 559

Follows: 444

TIKTOK:

Video Views: 24.2K

Reached Audience: 16K

New Followers: 49

Profile Views: 388

Likes: 1K

Shares: 29

TWITTER / X:

New followers: 39

Impressions: 19K

Reposts: 8

Engagements: 901

Profile Visits: 63

Shares: 16

FINANCIAL & ADMINISTRATIVE SERVICES

OCT-20 DEC 25

City of Peachtree City runs on a fiscal year from October 1 through September 30 of the following year



GOLF CARTS REGISTERED

297 RESIDENTS
51 NON-RESIDENTS
348 TOTAL



40

NEW BUSINESSES

DONATIONS

CLASS 101 PEACHTREE CITY | SPECIAL EVENTS SPONSOR: \$5,000.00
CHARLES ABBOTT ASSOCIATES | HOLIDAY LUNCH DONATION: \$3,000.00
JOHN & MARGARITA KERR | MEMORIAL BENCH: \$2,071.00

TOTAL \$10,071.00

GENERAL FUND REVENUE

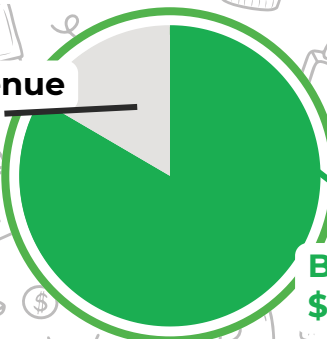
*Cash Basis 1st Quarter Fiscal Year as of December 31, 2025

TOTAL FY25 BUDGET \$59,480,361

GENERAL FUND EXPENDITURES

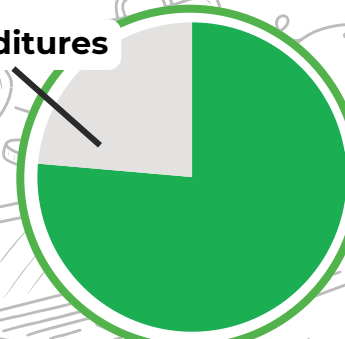
*Cash Basis 1st Quarter Fiscal Year as of December 31, 2025

Actual revenue
\$9,859,932



Budget remaining
\$49,620,429

Actual expenditures
\$14,048,383



Budget remaining
\$45,431,978

FIRE RESCUE



Q4 2025

HIGHLIGHTS:

- Visited with 2660 people during Fire Prevention Month (Oct.)
- Annual Live Fire Training (Nov.)
- Held NEFRIS training in preparation for upcoming changes. (Dec.)

TOP 3 EMERGENCY CALLS:

ILLNESS

258

FALLS

188

RESPIRATORY

86



INCIDENTS:

- Rescue & Emergency Medical Service Incident - 1,020
- Service Call - 204
- Good Intent Call - 114
- False Alarm & False Call - 87
- Hazardous Condition (No Fire) - 34
- Fire - 17
- Severe Weather & Natural Disaster - 0
- Overpressure Rupture, Explosion, Overheat (No Fire) - 0

TOTAL # OF INCIDENTS

1477



STORYTIME AT CHICK-FIL-A WITH SPARKY



FIRE PREVENTION EDUCATION AT OXFORD TRAILS



SANTA VISIT AT OAK GROVE ELEMENTARY SCHOOL

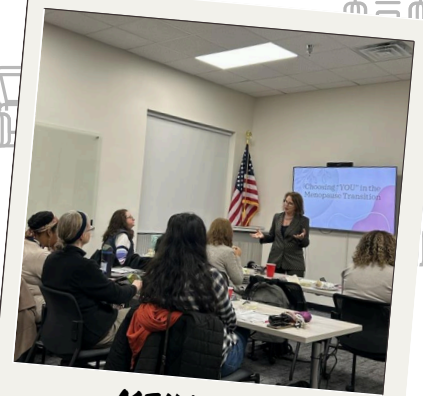
HUMAN RESOURCES

Q4 2025

EMPLOYEE STATISTICS:

Total Employees - **365**
New Hires - **25**
Separations - **27**

AVERAGE SALARY
\$67,282.12



MENOPAUSE AWARENESS LUNCH + LEARN

CURRENT VACANCIES:

- Maintenance Technician
 - Paths
 - Building Maintenance
 - Streets
- Police Officer - Certified
- Firefighter/Paramedic
- Firefighter/AEMT
- Heavy Equipment Operator
 - Street Sweeper

TURNOVER RATE
1.9%



AED TRAINING

EMPLOYEE EVENTS & TRAINING:

OCTOBER

- Ethics Training
- CPR Training
- Davis Chiropractic Lunch & Learn
- Wear Pink & Walk Day
- Transitioning from Peer to Supervisor
- Onsite Yoga
- Flu Shots
- Menopause Awareness Lunch & Learn

NOVEMBER

- Time Management Training
- Annual New Hire Luncheon
- AED Training
- Onsite Yoga
- Produce Giveaway

DECEMBER

- Bloom Holiday Initiative
- Narcan Training
- Annual Holiday Luncheon
- Annual Retirement Seminar
- Onsite Yoga
- Promotion Ceremony
- Performance Management Refresher
- Anthem 101



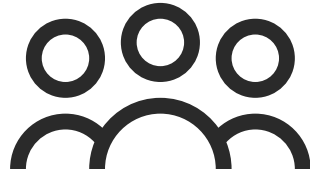
ANNUAL HOLIDAY LUNCHEON

LIBRARY SERVICES

Q4 2025

30,560

ACTIVE USERS



1,015

ITEMS
ADDED

352

ITEMS
WEEDED



BOOKS & BREWS FOL FUNDRAISER AT LINE CREEK BREWING

EBOOKS/EAUDIO DOWNLOADS: 21,293



4,506

REFERENCE ASSISTANCE



LOCAL AUTHOR EXPO

CIRCULATION 77,532



WIFI USE: 30,936

COMPUTER USE: 1,849



STUFFED ANIMAL SLEEPOVER



NEW YEAR'S EVE PAJAMA PARTY

IN PERSON VISITS: 37,664

VOLUNTEER HOURS: 750

PROGRAM ATTENDANCE: 2,993

PLANNING & DEVELOPMENT

Q4 2025

PERMITS



584
BUILDING PERMITS ISSUED

NUMBER OF PLAN REVIEWS
CONDUCTED **1331**



756
BUILDING INSPECTIONS

SHORT TERM RENTAL PERMIT
APPLICATIONS ISSUED **6**



PERMITS ISSUED BY TYPE

COMMERCIAL PERMITS: 18
RESIDENTIAL PERMITS: 242
TRADE PERMITS ISSUED: 143
OTHER PERMITS: 181

CODE ENFORCEMENT

PARK AND PATH
OFFICERS



271.5
HOURS OF PATROL

NOTICE OF VIOLATIONS
ISSUED **93**



CODE COMPLIANCE
INTERACTIONS
1008



MUNICIPAL
OFFICERS

317 CODE ENFORCEMENT
CASES

83% RATE OF
PROACTIVENESS
(GOAL: 80%)

5 STRUCTURAL
REHABILITATION CASES

✓ **75%**
OF RESIDENTIAL PERMIT
REVIEWS MET OUR GOAL OF 5
BUSINESS DAYS.

✓ **77%**
OF COMMERCIAL PERMIT
REVIEWS MET OUR GOAL OF 10
BUSINESS DAYS.

73% OF ALL PERMITS WERE
APPLIED FOR ONLINE.

POLICE



Q4 2025

TRAFFIC

TRAFFIC ENFORCEMENT

WARNINGS - 66%
CITATIONS - 34%

VEHICLE COLLISIONS:

278 ROADWAY COLLISIONS
WITH 26 OF THEM INVOLVING INJURIES

GOLF CARTS

GOLF CART COLLISIONS	22
GOLF CART COLLISIONS WITH INJURIES	9



DISPATCHED CALLS

2,972

average response time to
Non-Emergency Calls

4 minutes 51 seconds

WHAT'S GOING ON?

- **Part 1: Crimes** 43, with 37 of them being thefts
- Officer Mossarelli voted **Police Academy Top Cadet**
- Officer Reed named **Employee of the Year**
- Captain Brad Williams named **Supervisor of the Year**



CELEBRATING PROMOTIONS



EMPLOYEE OF THE YEAR



OFFICER OF THE YEAR



TOP CADET AT THE POLICE ACADEMY

PUBLIC WORKS

Q4 2025



SIGNS

TRAFFIC SIGNS

- 37 regular Signs made
- 27 signs replaced
- 15 posts replaced
- 23 new installs

5 ENTRANCE SIGN MAINTENANCE

54 SIGN POST MAINTENANCE



URBAN FORESTRY

- Awarded Organic Matter Grinding Bid
- Public Works removed 82 trees within public ROW and greenbelts due to hazard, construction or pine beetles
- Submittal for Tree City USA was awarded
- 5 tree replanting's

RECYCLING CENTER

Provided staffing for 6 special events

2976 ROCKAWAY ROAD VISITORS

50 MULCHERS

8314 (206 BY GOLF CART) MCINTOSH TRAIL VISITORS

50 E-WASTE



GROUNDS

- Completed 5 row mowing rotations before transitioning to pruning right of ways
- Maintained weekly rotation at City facilities
- Spread over 3 tons of grass seed at City Hall & Drake Field
- Provided staffing & equipment for Peachtree Classic Road Race & Trunk or Treat Event
- New landscape installations at Lakewood, Sweetwater Oaks and Emerling Grove Subdivisions
- 62 deer carcasses removed / 9 others removed (2 dogs, 2 raccoons, 2 cats, 1 possum, 1 armadillo, 1 fox)

PAVING

- 16 potholes filled on cart paths & roads
- 5 crosswalks painted
- 0 miles of roadway paved
- 0.73 miles of cart path paved
- 0.15 miles of cart path patched
- 14 LF of curb & gutter repaired or replaced
- 5 miles of crack seal
- 24 sqft sidewalk repaired/replaced
- 675 miles of curb swept
- Repaired 60 ft wood rail fences
- 9 miles of ROW tree trimming

FLEET

- 214 vehicles serviced
- 219 pieces of equipment serviced



RECREATION & SPECIAL EVENTS

Q4 2025

ATHLETICS

BASKETBALL

24 teams 266 players

VOLLEYBALL

16 teams 168 players

FLAG FOOTBALL LEAGUE

7 Teams 102 Players

TENNIS CENTER

- 430 Memberships
- 3 USTA High Performance camps
- 2UTR Junior Events
- USTA Coaching Facility for 2026
- USTA Coaching Education Day

INDOOR VOLLEYBALL TOURNAMENT

16 teams 64 players

HIGHLIGHTS

- 3 Family Football Saturdays
- 12 facility rentals
- 13 Field/Gym rentals
- Started New Pickleball Court Construction at Jim Meade Memorial Athletic Fields

SPECIAL EVENTS

- 7 City Events
- Fall Festival
- Sunset Sounds, Hometown Holidays
- 12 Non-City Sponsored Events
- PTC Running Club
- Night Market
- 2 Film Permits

PROGRAMS

KEDRON

35 programs
361 participants

KEDRON POOLS

2365 total users
695 paid daily fees
1670 membership passes used

KEDRON GYM

1578 total users
1290 paid daily fees
286 used membership passes

GLENLOCH

24 programs
147 participants



HOMETOWN HOLIDAYS

HOMETOWN HOLIDAYS



VISITOR CENTER IMPACT

VISITOR CENTER IMPACT

- Total Calls YTD: 1,018

GIFT STORE

- Sales YTD: \$24,944.40
- New golf cart decals are now available at 191 McIntosh Trail!



SALES HIGHLIGHTS

TRADE SHOWS ATTENDED

- SPORTS!, Columbia, SC, Sept 8-11
- Small Market Meetings, Buffalo, NY, Sept 16-18
- TEAMS, Columbus, OH, Oct 13-16
- Meetings Today Live South, New Orleans, LA, Nov 16-19

MEETINGS/EDUCATION

- SportsETA 4S Summit, Annapolis, MD, Sept 23-26
- Carl Vinson GCED Course, Warner Robins, Oct 2
- CDME Courses, Sacramento, CA, Oct 18-21
- Carl Vinson GCED Course, Gainesville, Oct 30

RFP'S GENERATED: 37(+)

MARKETING HIGHLIGHTS

PHOTOS WITH SANTA EVENT

- Visit Peachtree City hosted **Photos with Santa**, supporting local toy and youth donation drives while creating a festive, family-focused holiday experience. Sponsored by: Crowne Plaza Peachtree City, Hilton Peachtree City, Foxtail Coffee, and The Legacy Theater.

FLAT CREEK FLOYD ORNAMENT INITIATIVE

- Created a commemorative ornament celebrating the legacy of **Flat Creek Floyd**, which generated strong community engagement and sold out during the 2025 holiday season.

ACCOMPLISHMENTS

- **MarCom Awards:** Earned Platinum and Gold recognition, reinforcing the high quality and effectiveness of Visit Peachtree City's marketing, creative, and destination storytelling efforts.

SOCIAL MEDIA SPOTLIGHT

FLOYD ORNAMENT REORDER



❤️ 400+ **💬 150** 👁️ 32K+

In response to strong community engagement and interest.

City Council of Peachtree City
Meeting Minutes
Thursday, January 15, 2026
6:30 PM

Call to Order

The Mayor and Council of Peachtree City met in regular session on Thursday, January 15, 2026 at City Hall. Mayor Kim Learnard called the meeting to order at 6:30 p.m. Council members attending: Laura Johnson, Suzanne Brown, Clinton Holland, and Michael Polacek.

Pledge of Allegiance and Moment of Silence

State of the City Address

The Mayor presented the annual State of the City address, describing 2025 as a “fantastic year in Peachtree City.” She lauded all the City’s departments for their achievements and said they were focused on providing the service and professionalism that met the expectations of citizens.

Among the many achievements she listed were the outreach of the Executive Services Department that included enhanced communications, the colorful new bike racks, and new sponsorship opportunities for City events. She praised Financial Services for helping develop a strong budget and maintain healthy reserves. Engineering Services had quietly delivered major results, Learnard continued, including planning the remodel of Fire Station 83 and the upgrades now getting underway at City Hall.

Human Resources had transformed employee support, she stated, with employee turnover declining by 15% over the past three years. The Peachtree City Library now featured interior upgrades and new technology expanded services to patrons. The Fred remained self-sufficient, and several shows sold out in 2025. The Convention and Visitors Bureau (CVB) had re-branded itself and re-doubled its efforts to attract events, conventions, and tournaments. Online permitting applications and new inspection partners were two ways the Planning Department advanced in the past year, Learnard reported, and GIS technology powered many tools for the City.

Public Works continued its outstanding job of protecting paths and green spaces, and Peachtree City had once again earned the designation of Tree City USA. Keep Peachtree City Beautiful had revamped its facility and operations to better serve the Peachtree City citizens whose taxes supported it.

The Recreation and Special Events Department had never been more active, the Mayor remarked, praising the revitalized July 4th parade and new events including the Home Run Derby and Family Football Tailgating at Drake Field. She mentioned new LED lights at athletic fields, establishing free admission at the splashpad, and the ongoing construction of 18 public pickleball courts. Design work was underway for a new structure to cover the Kedron pool. One year ago, Council adopted a new Recreation Master Plan, the first in 15 years, which mapped out new programs and future facilities, and Learnard asked citizens to go online and take a look at it.

She noted that Peachtree City remained one of the safest cities in the state thanks to the efforts of the Police and Fire departments. Peachtree City was a place where people and businesses wanted to be, the Mayor continued, listing new businesses that had opened in 2025. New industrial developments and expansions were bringing jobs and a broadened tax base.

Looking ahead to 2026, Learnard said a focus would be on paths, micromobility, path connections with Senoia and possibly countywide partners. Infrastructure improvements would include modernizing stormwater systems. Areas to be explored included annexation options, garbage hauling services, and long-term regional traffic solutions.

She mused that these decisions would define life in Peachtree City for the future and called on City leaders to be driven by trust and civility. She said the voters spoke clearly in November and chose progress over division and leadership focused on a positive vision for Peachtree City. Her goal, Learnard remarked, was to build a City Council that was a cohesive, honorable team, always putting Peachtree City first with a focus on families, mobility, recreation, community gathering, and a strong sense of place, unity, and community pride for the generations to come.

Announcements, Awards, Special Recognition

A. Georgia Local Government Personnel Association Medium Agency Achievement Award

Human Resources Director Dr. Teaa Allston-Bing explained the role of her department and said the staff of five had been working to modernize HR services and improve the employee experience. In recognition of their accomplishments, the Georgia Local Government Personnel Association had awarded them a Medium Agency Achievement Award.

B. Marcom Awards

The Mayor introduced CVB Director Tyler Runyon and Communications Director Vivian Lett. Both their departments had been recognized by the Association of Marketing and Communications Specialists with MarCom Awards.

The CVB received a gold award for its visitors' guide and a platinum award for its "Keep 'em Flying" video, showcasing Air Base Georgia's vintage WWII aircraft available for public rides. Runyon screened the video for the group. Lett said the Communications Department earned gold MarCom recognition for its recruitment video for the Citizens Emergency Response Team (CERT). That video was available on the City's YouTube channel.

C. Davey Awards

The CVB also was honored by the Davey Awards, an international accolade recognizing creative work from independent creators, small agencies and in-house teams. Runyon thanked the CVB's marketing manager and the Board of Directors.

The CVB's redesigned website earned a silver Davey Award, and its general tourism programs earned a gold award. The new bike racks earned a silver award for the Communications Department, and Lett remarked that those racks were a colorful symbol of the city.

D. 3CMA Savvy Award of Excellence

Lett also informed the group that, for the first time, Peachtree City submitted an entry in the City-County Communications and Marketing Association (3CMA) Savvy Awards and had received an award of excellence in graphic design for the new shared use path brochure.

Public Comment

Tony Fowler, a representative of Tuff Shed, said, after years of working with the City with no problems, his firm had recently encountered difficulties with the permitting process. He had talked with building department officials several times to no avail. The Mayor thanked him and said there were people in attendance who would reach out to him and follow up.

Agenda Changes

None

Minutes

Brown moved to approve the December 11, 2025, Special Called City Council meeting minutes and Executive Session minutes, and the January 5, 2026, Special Called City Council meeting minutes and Executive Session minutes. Brown moved to approve the minutes with the change she had submitted to the December 11 meeting minutes. Johnson seconded. Motion carried unanimously.

A. December 11, 2025 Special Called City Council Meeting Minutes

Motion to approve with the recommended change.

APPROVED 5-0

B. December 11, 2025 Executive Session Minutes

APPROVED 5-0

C. January 5, 2026 Special Called City Council Meeting Minutes

APPROVED 5-0

D. January 5, 2026 Executive Session Minutes

APPROVED 5-0

Consent Agenda

Holland moved to approve Consent Agenda item A. Brown seconded. Motion carried unanimously.

A. Ordinance #1245 Alcohol at Massage Establishments

APPROVED 5-0

Old Agenda Items

None

New Agenda Items

A. 01-26-06 Crosstown Tunnels Design

City Engineer Dave Borkowski explained that a project on the 2023 SPLOST was to evaluate and replace some of the old corrugated metal tunnels in the path system. The tunnels commonly known as the Regions Bank and the Taco Bell tunnels in Braelinn Village were designated because of their high traffic, small size, and difficulty of approach. The feasibility study determined they could be replaced with concrete box tunnels that would not require the raising of Crosstown Road at an estimated cost of \$1.4 million each. The next step would be to contract with the consulting engineer to design the proposed replacement tunnels and create construction plans. This would include a survey, an analysis of the floodplains and drainage, and making the tunnels compliant with the Americans with Disabilities Act (ADA).

Borkowski said staff recommended POND & Company as the design engineer because of their history of quality design and engineering for transportation projects in the City. The cost would be \$300,000 with a timeline of 12 to 18 months. Since this was a SPLOST project, there was adequate money to begin this.

Holland asked if there would be some type of pumping system to handle drainage issues, and Borkowski said those were not often used for everyday storm water. They would be excavating a drainage channel downstream of one of the tunnels, and ditches and pipes would be part of the design. He said the tunnels would continue to flood sometimes because they were in the floodplain, but noted they did not flood as often as the tunnel at Luther Glass Park.

Holland moved to approve New Agenda item 01-26-06, awarding the design of the Crosstown Tunnels to POND and Company for the amount of \$300,000. Polacek seconded. Motion carried unanimously.

B. 01-26-07 Resolution #01152026-NA-B Public Facilities Authority Legislation

City Attorney Ted Meeker explained this was to correct a situation where Council members were appointed to the Public Facilities Authority (PFA) but were then no longer on Council. There was some thought about making the Council members ex-officio members, as they had done with the Water and Sewerage Authority (WASA) in 2017, but he said bond counsel and State Rep. Josh Bonner reported there had been some pushback from legislative counsel about doing that.

Meeker apologized that he had sent over an incorrect copy of the proposed legislation for inclusion in the meeting packet. He said the correct version stated that "all appointments shall be made for terms of three years and until successors are appointed and qualified; provided, however, that any member of the Authority who was a member of the City Council shall serve for a term of office concurrent with such person's term of office on the City Council."

He said there was time if Council could hold this until February or vote on it that night. It would need to be advertised under Bonner's signature that they were introducing local legislation. The ad had to run for one week, and the legislation could be introduced the next week, he explained, but they were far enough away from crossover day that timing was not a concern. Council agreed that they were comfortable with moving ahead.

Meeker formulated the motion to adopt the resolution with the change read during the meeting. So moved, said Brown, seconded by Holland. Motion carried unanimously.

Meeker again expressed his appreciation to Bonner for his assistance with this.

C. 01-26-08 Personnel Policy Revisions

Allston-Bing noted that the employee handbook was now available online to all employees and said she wanted to go over the proposed changes to the personnel policy with Council.

One change dealt with closings and delayed openings of City offices, saying that employees not designated as critical operations employees would be excused from work, while critical operation personnel would be required to report, and absences would be charged against accrued annual leave. Another change provided double pay for critical operations personnel in inclement weather or other emergency conditions. Employees on approved leave would not be charged for that leave.

Holland verified that critical operation personnel included all of Public Works, and Police and Fire Department personnel who were on shift at that time.

They were proposing that Juneteenth be added as a paid holiday, which would mirror the Federal calendar.

Bereavement leave would be converted from hours to calendar days under the proposal, which would ensure consistency among the varied schedules for Public Safety. Some language had been changed regarding the word "relative," and the update said leave must be used within 10 calendar days of death or notification. It also expanded paid funeral attendance for a City employee's funeral from three to four hours.

The only change to sick leave policy was to reorganize the bullet points for clarity, Allston-Bing said.

Another recommendation was that all newly hired employees be subject to a probationary period, even if they were promoted during that period. They would not be eligible for a merit increase during that period, but employees who were promoted and were not new hires would be eligible for merit consideration. Another

recommendation was that employees could be promoted during their initial probation period but remain on probation for the longer remaining portion of their original one-year hire period or six months from the date of the promotion.

The next proposed change updated retirement award amounts across several service tiers to reflect inflation. Another change eliminated a redundant step in the disciplinary policy regarding oral discipline.

A proposed change to the take-home vehicle policy updated authorized positions and codified current operations. Another change eliminated employee payroll deductions related to take-home vehicles and codified the current practice of requiring City Manager approval for employees living more than 45 miles outside the city limits.

Holland said it appeared that most employees who had take-home vehicles lived within 30 miles, and he thought it would be more practical to set that as the cutoff mark for City Manager approval.

Police Chief Janet Moon spoke up, saying that when they were looking at pay and compensation packages in other cities, they found that most set the limit at between 25 and 50 miles. Under an interim City Manager, some things had been done contrary to the recent pay study, and that is when the charge for take-home vehicles was discontinued, and the distance was increased to 45 miles. Moon said that took out a little of the sting of the pay and compensation package that was delivered but readjusted downward. It was a balancing act to maintain retention and recruitment during a time of personnel shortages, she explained.

Brown said Strickland had provided her with a July 2022 memo that indicated that a budget resolution for fiscal year 2023 eliminated the line item for the deduction for take-home vehicles. She did not understand why it took three and a half years to codify the change into the written policy. Brown said it took her quite a while to piece together what happened and who was involved. The delay was what bothered her, she remarked, not whether they were charging officers for the vehicles.

In that interim, Brown continued, there had been illnesses among staff and personnel changes, including the HR manager and several City Managers. There had been a City Council special election and two City Council regular elections, and four of the five members on the dais were not in office in July 2022 and had no knowledge of this change and whether it was in the personnel policy or not. Brown said she was glad this was discovered, and that Allston-Bing was reviewing the personnel policy. She said she hoped this situation would never happen again.

Moon gave kudos to the current HR Department, saying they did inherit quite a lot, and she hoped Council had a full understanding of what had happened.

Another recommended change was to lower the bi-weekly overtime threshold for the Police Department from 86 hours to 84 to align the written policy with existing practices.

Brown said there had been a reference in a very recent police communication about overtime after 80 hours. Moon explained that from 2008 to 2019, overtime was paid at the 80-hour mark to Public Safety employees. The Fair Labor Standards Act said it should start at 86 hours for most governmental employees in those positions, so Peachtree City had been exceeding the recommendation. However, the officers were on 12-hour shifts, leaving four hours over in every pay period. The supervisor had to send them home, which created operational problems.

In 2019, Council said they would pay them for the 84-hour period, with overtime up to 86. Moon said this helped with the scheduling of a 24/7 operation. Moon remarked that the number of employees stayed flat over this period, so increasing the number of hours allowed them to get more work out of their headcount. Moon said the officers and supervisors were satisfied with the 84 hours.

The final proposed change also involved the Police Department and called for one additional hour of pay per day when a field training officer was riding with and training a new officer.

Holland thanked Moon for her explanations and said he did not see how anyone could have a problem.

Brown said she would like for Allston-Bing to bring proposed changes to the personnel policy as they were formulated, rather than presenting them in one large batch. She said it required a daunting amount of research on Council's part.

Learnard then remarked that she could not imagine the tedium of having to go through this time and time again and had no problem getting the changes at one time. She added that she was not sure they needed to spend hours questioning what staff had recommended and hoped the process would be smoother in the future. She did not want to see two or three changes come to Council at each meeting and have to go through a lengthy process that used staff and the City Manager's time. She said Council needed to consider what was easier for staff.

Polacek reflected that there were no newly allocated expenditures involved in these changes, which had been his main question. As far as the vehicle mileage, he said the possibility of being charged for a car might discourage potential employees.

He also suggested they look into offering paid parental leave, possibly as a discussion topic at the retreat.

Johnson stated she was not overwhelmed by the number of changes they were

presented with, noting that some were as simple as adding a holiday. She was comfortable following staff's judgement about what would be a digestible amount.

Allston-Bing said she and her team were dedicating their time this year to going through all 147 pages of the personnel policy so they could bring Peachtree City into legal compliance. She would be working with department heads to instill best practices in order to set Peachtree City up with a policy that was in good working order. She said she would be coming back with more changes and would do that according to Council's wishes.

Strickland asked to formulate the motion to incorporate a needed change they had discovered that day. He said the motion should be to approve the recommended personnel policy revisions as presented with a change to section IJ-2 (a)(3) to change 30 miles to 45 miles. So moved, said Johnson, and Holland seconded. Motion carried unanimously.

Public Hearings

A. 01-26-09 Consider text amendment to the Sign Ordinance, Chapter 66, for revisions to roof sign regulations

Planning and Zoning Director Shayla Reed said this was the first of several text amendments Council would be seeing over the coming months. This amendment to the sign ordinance was to clear up conflicting language regarding roof signs. There was a definition of roof signs and a statement that they were prohibited, then another section said roof signs were allowed along a parapet wall, which would be above the roof line.

The Planning Commission had okayed a definition for parapet wall and recommended removing the language that allowed signage along a parapet wall at their September 8 meeting.

The Mayor opened the public hearing. No one wished to speak either in favor or in opposition, and she closed the hearing.

Brown said she reviewed the Planning Commission meeting minutes and had no objections. Holland agreed.

Holland moved to approve Public Hearing item 01-26-09, consider text amendment to the Sign Ordinance, Chapter 66, for revisions to roof sign regulations. Brown seconded. Motion carried unanimously.

Council/Staff Topics

1. Availability of 2025 Christmas ornaments

Learnard stated there were still a few Peachtree City Christmas ornaments available at the CVB office. Runyon added that the ornaments proved so popular they had put in another order that should be arriving in mid- to late February.

Executive Session

Brown moved to adjourn to executive session at 7:47 p.m. to discuss personnel and the sale, acquisition, or lease of real estate. Holland seconded. Motion carried unanimously.

Brown moved to reconvene in regular session at 8:18 p.m. Holland seconded. Motion carried unanimously.

A brief discussion was held about public comment issue regarding permits. The issue was described as pertaining to survey requirements. Council wants to discuss where things stand with permitting at their retreat.

Adjourn

With no more business to discuss, Brown moved to adjourn the meeting. Holland seconded. Motion carried unanimously.

The meeting ended at 8:20 p.m.

Martha Barksdale, Recording Secretary

Kim Learnard, Mayor

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Jill Prouty, Library Director 01/28/2026
Yasmin Julio, City Clerk/ Director of Executive Services 02/02/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: Consider appointment to the Fayette County Library Board

Recommendation:

Appoint Tricia Stearns to the Fayette County Library Board.

Discussion:

Peachtree City's representative to the Fayette County Library Board, Dr. Denise Stripling, was serving a four-year term that began on January 1, 2023; however, she resigned effective December 31, 2025, due to her new work schedule.

Peachtree City's membership in Flint River Regional Library System (FRRLS), and the benefits received through it, depends upon membership at the county level; therefore, local representation on the Fayette County Library Board is critical. The benefits of FRRLS membership include resource sharing through PINES, access to state and federal funding, and professional support. All the aforementioned benefits help ensure that we can provide the very best library services, in the most economical way, at the local level.

The Library Director typically provides a nominee to the Council for appointment; the Council then votes on the appointee, and the appointee's information is shared with the Library board.

Library Director Jill Prouty has recommended the appointment of Tricia Stearns to finish the remaining term of Dr. Stripling through December 31, 2026, and further recommends extending her appointment to a new four-year term, January 1, 2027-December 31, 2030.

Mrs. Stearns has lived in Peachtree City for over thirty years and has been active in the community, founding both the Peachtree City Farmers Market and the Peachtree City Community Garden. She currently serves on the Board of Directors of Peachtree City Library, Inc. (Friends of the Peachtree City Library). An avid reader and writer, and

publisher of the online community newspaper *The Citizen*, she can often be found at the library and has a strong desire to serve her community in this role.

Budget Impact:

Attachments:

None

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Yasmin Julio, City Clerk/ Director of Executive Services 02/05/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: Consider appointment to the Recreation Advisory Group

Recommendation:

Appoint Joseph Tesoriero to fill the remainder of the term of Michael Polacek's seat on the Recreation Advisory Group.

Discussion:

The Recreation Advisory Group has to fill the remainder of the term for Seat 1, which runs through September 30, 2027. The application period was open for four weeks and seventeen applications were received. Four of the applicants were offered interviews by the selection committee, comprised of Mayor Kim Learnard, Council Member Michael Polacek, and Recreation Advisory Group Chair Erin McDowell. The selection committee recommends appointing Mr. Joseph Tesoriero to fill the remainder of the term. If appointed, he will be seated immediately.

Budget Impact:

There is no impact on the budget.

Attachments:

None

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Yasmin Julio, City Clerk/ Director of Executive Services 02/05/2026
Tyler Runyon, Convention and Visitors Bureau Executive Director 02/05/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: Consider Convention and Visitors Bureau Board appointment

Recommendation:

Re-appoint Joe Campbell to the Convention and Visitor's Bureau Board.

Discussion:

The Convention and Visitors Bureau Board has one seat to be appointed by the City Council. The application period was open for four weeks, and three applications were received for the Council-appointed seat. All applicants were offered the chance to be interviewed by the selection committee, comprised of Mayor Kim Learnard, Council member Laura Johnson, and CVB Board Member Valerie Alexander, but only one person chose to come in for the interview. The selection committee recommended re-appointing Mr. Joe Campbell to a two-year term to begin on October 1, 2025. This item came before Council in September 2025; however, no appointment was made at that time. Mr. Campbell maintains the seat until reappointed or until someone else is appointed to the seat to fill the remainder of the term.

Budget Impact:

This item should have no budgetary impact.

Attachments:

None

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Yasmin Julio, City Clerk/ Director of Executive Services 02/05/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: New Alcohol License - The Oink Joint, 2868-2870 Highway 54

Recommendation:

Approve a new alcohol license for The Oink Joint at 2868-2870 Highway 54.

Discussion:

The Oink Joint, 2868-2870 Highway 54, has submitted a request for a new alcohol license. Mr. Matt Crawford has requested to be appointed as the Licensee and the License Representative.

The business location and Mr. Crawford have met the requirements of the alcohol ordinance to be granted a license.

Budget Impact:

The budgetary impact of the alcohol beverage license will be positive. The applicant will be required to pay the annual fee for malt beverages and wine, which is \$1,350.

Attachments:

1. Application_Redacted



City of Peachtree City
 151 Willowbend Road
 Peachtree City, GA 30269
 Phone: 770-487-7657
 Fax: 770-631-2505
PeachtreeCityGA.gov

Office of the City Clerk

Application for Alcoholic Beverage License

Business Name: The Oink Joint	Business Location: 2868-2870 Hwy 54 Peachtree City, GA 30259	Number of Serving Bars: 1
Nature of Business: Limited service barbeque restaurant	Mailing Address: P.O. Box 1135 Newnan, GA 30263	Business Phone Number: [REDACTED]
Name of Licensee: Matt Crawford	Home Address: [REDACTED] Moreland, GA 30259	Home/Cell Phone Number: [REDACTED]
Name of License Representative: Matt Crawford	Home Address: [REDACTED] Moreland, GA 30259	Home/Cell Phone Number: [REDACTED]

Type of License:

Retail Consumption Dealer		Retail Package Dealer		Wholesale Dealer		Manufacturer	
Malt Beverage	<input checked="" type="checkbox"/>	Malt Beverage		Malt Beverage		Malt Beverage	
Wine	<input checked="" type="checkbox"/>	Wine		Wine		Wine	
Distilled Spirits		Distilled Spirits		Distilled Spirits		Distilled Spirits	
Sunday Sales		Holidays					
		Tastings					

Please complete information below (use separate sheet if necessary):

Name: Individual Owner's Name, Partners' Names, Corporation Name, and name of Contact Person regarding License Changes, Taxes, etc.	Address: Please provide Home Addresses for the individuals listed	Phone Numbers: Please provide Home and Business Phone Numbers for individuals listed
Matthew Crawford The Oink Joint, LLC	[REDACTED] Moreland, GA 30269	[REDACTED]

Contact Person: Matt Crawford

E-mail Addresses for License Applicant(s):
 theoinkjointptc@gmail.com

Is any person who owns an interest in the Alcohol License an employee of the City of Peachtree City? YES/NO NO
 If YES, please provide name of employee: _____

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Yasmin Julio, City Clerk/ Director of Executive Services 02/06/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: New Alcohol License - Soulstice Serenity, Inc. d/b/a Woodhouse Spa, 214 City Circle

Recommendation:

Approve the new alcohol license for Soulstice Serenity, Inc. d/b/a Woodhouse Spa.

Discussion:

During the January 15th, 2026 meeting, the City Council of Peachtree City approved a change to the Code of Ordinances to allow for massage establishments to apply for an alcohol license to sell or serve wine. Ms. C-A Washington, the owner of Soulstice Serenity, Inc. d/b/a Woodhouse Spa, located at 214 City Circle, has filed an application for an alcohol license and has requested to be named the Licensee and the License Representative. Ms. Washington and the location meet the criteria set out in the ordinance to obtain an alcohol license.

Budget Impact:

The impact on the budget will be positive, as the Licensee will have to pay \$575 per year for the license and \$500 for Sunday sales.

Attachments:

1. 3503_001_Redacted



City of Peachtree City
 151 Willowbend Road
 Peachtree City, GA 30269
 Phone: 770-487-7657
 Fax: 770-631-2505
PeachtreeCityGA.gov

Office of the City Clerk

Application for Alcoholic Beverage License

Business Name: Soulstice Serenity, Inc.	Business Location: 214 City Circle, PTC 30269	Number of Serving Bars: n/a
Nature of Business: Day Spa	Mailing Address: [REDACTED]	Business Phone Number: [REDACTED]
Name of Licensee: C-A Washington	Home Address: [REDACTED]	Home/Cell Phone Number: [REDACTED]
Name of License Representative: Same As Above	Home Address: [REDACTED]	Home/Cell Phone Number: [REDACTED]

Type of License:			
Retail Consumption Dealer	Retail Package Dealer	Wholesale Dealer	Manufacturer
Malt Beverage	Malt Beverage	Malt Beverage	Malt Beverage
Wine	Wine	Wine	Wine
Distilled Spirits	Distilled Spirits	Distilled Spirits	Distilled Spirits
Sunday Sales	Holidays		
	Tastings		

Please complete information below (use separate sheet if necessary):

Name:	Address:	Phone Numbers:
Individual Owner's Name, Partners' Names, Corporation Name, and name of Contact Person regarding License Changes, Taxes, etc.	Please provide Home Addresses for the individuals listed	Please provide Home and Business Phone Numbers for individuals listed
C-A Washington	[REDACTED]	[REDACTED]

Contact Person:
SAME AS ABOVE

E-mail Addresses for License Applicant(s):
C-A @SOULSTICESERENITY.COM

Is any person who owns an interest in the Alcohol License an employee of the City of Peachtree City? YES/NO NO

If YES, please provide name of employee: n/a

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: David Borkowski, City Engineer 01/27/2026
Yasmin Julio, City Clerk/ Director of Executive Services 02/05/2026
Chris Hobby, Assistant City Manager 02/05/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: Kinder Care - Stormwater Maintenance Agreement

Recommendation:

Authorize the Mayor to execute the attached Stormwater Management Facility Maintenance Agreement with Peachtree City, GA (1501 Georgian Park) LLC.

Discussion:

The City's stormwater management ordinance requires that all new developments submit an agreement to the City stating that they will maintain the stormwater best management practices that they install. The agreement does not obligate the City financially or require the City to perform maintenance.

Peachtree City, GA (1501 Georgian Park) LLC has submitted their agreement to the City and staff recommends signing the agreement in accordance with our ordinance.

Budget Impact:

There is no budget impact with this item.

Attachments:

1. Peachtree City, GA - Stormwater Maintenance Agreement (Landowner-Executed)

Record and return to:

Cinnamon Mack
City of Peachtree City
209 McIntosh Road
Peachtree City, Georgia 30269

STORMWATER MANAGEMENT FACILITY MAINTENANCE AGREEMENT

THIS AGREEMENT, made and entered into this ___ day of _____, by and between **PEACHTREE CITY, GA (1501 GEORGIAN PARK) LLC**, an Illinois limited liability company (hereinafter called the “Landowner”) and **PEACHTREE CITY, GEORGIA** (hereinafter called the “City”).

WITNESSETH, that WHEREAS, the Landowner is the owner of certain real property described as Parcel Number 0735 045, as recorded by deed in the land records of Fayette County, Georgia, Deed Book _____, Page _____ (hereinafter called the “Property”);

WHEREAS, the Landowner is proceeding to build on and develop a portion of the property as shown on Exhibit “A”;

WHEREAS, the Site Plan titled “Day Care Facility” dated 4/14/25, and approved by the City on 11/20/2025, a copy of which is attached as Exhibit A (hereinafter called the “Plan”), which is expressly made a part hereof, as approved or to be approved by the City, provides for management of stormwater, as indicated, within the confines of the Property;

WHEREAS the City and the Landowner, its successors and assigns, agree that the health, safety, and welfare of the residents of Peachtree City, Georgia, require that the on-site stormwater management facilities shown on the Plan (collectively, the “Facilities”) be constructed and maintained on the Property; and

WHEREAS, the City requires that the Facilities be constructed and adequately maintained by the Landowner, its successors and assigns.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants contained herein, and the following terms and conditions, the parties hereto agree as follows:

1. The Facilities shall be constructed by the Landowner, its successors and assigns, in accordance with the plans and specifications identified in the Plan.
2. The Landowner, its successors and assigns, shall adequately maintain the Facilities. This includes all pipes, channels or other conveyances built to convey stormwater to any such Facilities, as well as all structures, improvements, and vegetation provided to control the quantity and quality of the stormwater. Adequate maintenance is herein defined as good working condition so that these Facilities are performing their design functions. The Stormwater Structural Control Maintenance Checklists found in the latest edition of the *Georgia Stormwater Management Manual* are to be used to establish what constitutes “good working condition,” under this Agreement.

3. The Landowner, its successors and assigns, shall inspect the Facilities and submit an inspection report annually. The purpose of the inspection is to assure safe and proper functioning of the Facilities. The inspection shall cover any Facilities, berms, outlet structure, pond areas, access roads, etc. Deficiencies shall be noted in the inspection report.
4. The Landowner, its successors and assigns, hereby grant permission to the City, its authorized agents and employees, to enter upon the Property and to inspect the Facilities whenever the City deems necessary. The purpose of inspection is to follow-up on reported deficiencies and/or to respond to citizen complaints. The City shall provide the Landowner, its successors and assigns, copies of the inspection findings and a directive to commence with the repairs if necessary.
5. In the event the Landowner, its successors and assigns, fails to maintain the Facilities in good working condition acceptable to the City, the City may enter upon the Property and take whatever steps are necessary to correct deficiencies identified in the inspection report which negatively impact the designed operation of the Facilities and to charge the reasonable costs of such repairs to the Landowner, its successors and assigns. The Landowner shall be given notice of such deficiencies identified in the inspection report so as to take the necessary corrective action. Such corrective action shall be completed within thirty (30) days of the Landowner's receipt of such notice. In the event that the Landowner cannot complete such remedial action within this time period, the Landowner shall provide a schedule for completion, which schedule must be approved by the City, and such approval will not be unreasonably withheld, conditioned or delayed, though the City's review will be done in the ordinary course of business, taking into account other matters under review by City staff or contractors. This provision shall not be construed to allow the City to erect any structure of permanent nature on the land of the Landowner outside of any easement for the Facilities. It is expressly understood and agreed that the City is under no obligation to routinely maintain or repair said Facilities, and in no event shall this Agreement be construed to impose any such obligation on the City.
6. The Landowner, its successors and assigns, will perform the work necessary to keep these Facilities in good working order as appropriate. In the event a maintenance schedule for the Facilities (including sediment removal) is outlined on the Plan, the schedule will be followed.
7. In the event the City, pursuant to this Agreement, performs work of any nature, or expends any funds in performance of said work for labor, use of equipment, supplies, materials, and the like, the Landowner, its successors and assigns, shall reimburse the City upon demand, within thirty (30) day of receipt thereof for all reasonable actual costs incurred by the City hereunder.
8. This agreement imposes no liability of any kind whatsoever on the City and the Landowner agrees to indemnify and hold the City harmless from any liability in the event the Facilities fail to operate properly.
9. This agreement shall be recorded among the land records of Fayette County, Georgia, and shall constitute a covenant running with the land, and shall be binding on the Landowner, its successors and assigns.

WITNESS the following signatures and seals:

Signed, sealed and delivered
in the presence of:

[Signature]
Kevin Nibel

Witness

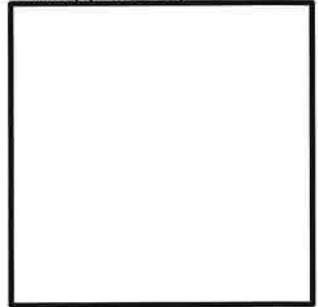
[Signature]
Michelle Buhle
Notary Public

My commission expires: 12/22/2029

**PEACHTREE CITY, GA (1501 GEORGIAN PARK)
LLC**

[Signature] (Corp. Seal if applicable)
(Owner Signature) manager

Larissa A. Addison, its Manager
(Owner Printed Name & Company Name)



Signed, sealed and delivered
in the presence of:

Witness

Notary Public

My commission expires: _____

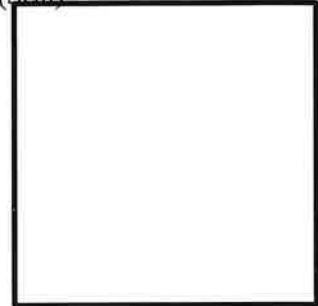
PEACHTREE CITY, GEORGIA

By: _____

Name: _____

Title: _____

(Seal)



Maintenance Facility Contact Information: (Please print or type)

Property Management@insiterealestate.com
Name

Property Management
E-mail address

1400 16th St, Ste 300,
Address

Oak Brook, IL 60523
City/State/Zip

630-617-9100
Telephone Number

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Harold Layton 02/05/2026
Kelly Bush, Financial & Administrative Services Director 02/06/2026
Chris Hobby, Assistant City Manager 02/06/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: FY26 Budget Amendment and Sponsorship Acceptance – Mahaffey Linkous Orthodontics

Recommendation:

Approve the acceptance of a \$5,000 sponsorship from Mahaffey Linkous Orthodontics to support City recreation events.

Discussion:

Staff received a \$5,000 sponsorship from Mahaffey Linkous Orthodontics in support of City recreation events planned for 2026. Mahaffey Linkous will be sponsoring the Father-Daughter Dance, Perfect Date Family Formal, and the Mother-Son event.

The attached budget amendment accepts the sponsorship and budgets for the related expenses within the applicable recreation programs.

Budget Impact:

The proposed budget amendment will increase both revenues and expenditures in the General Fund.

Attachments:

1. Budget Amendment 26-11 Mahaffey Linkous Donation

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM:

Teaa Allston-Bing, Director - Human Resources & Risk Management	02/05/2026
Kelly Bush, Financial & Administrative Services Director	02/05/2026
Shayla Reed, Planning Director	02/05/2026
Jonathan Miller, Public Works Director	02/06/2026
Yasmin Julio, City Clerk/ Director of Executive Services	02/06/2026
Harold Layton	02/06/2026
Justin Strickland, City Manager	02/06/2026

DATE: February 12, 2026

SUBJECT: FY26 Budget Amendment & Position Reclassifications

Recommendation:

Approve the attached budget amendment 26-12 for the mid-year addition of staffing and reclassifications between departments for reorganization.

Discussion:

This attached budget amendment identifies funding to add or reclass the following positions:

Recreation

- Reclassify 1 part-time Athletic Coordinator to a full-time starting in March 2026 for \$51,000

- Reclassify 1 full-time Special Events Assistant to a full-time Special Events & Marketing Coordinator starting in March 2026 for \$10,400

Protective Inspections

- Add 1 Permit Technician starting March 2026 for \$46,600

Public Communications

- Reclassify 1 part-time Communications Specialist to a full-time starting March 2026 for \$49,200

Municipal Court

- Deputy Court Clerk — starting in June 2026 for \$23,900

Grounds

- 3 Grounds positions starting in March 2026 — total net cost of \$35,000. With 1 crew

lead and 2 additional maintenance techs along with 2 maintenance techs reallocated from public works, this would allow for a dedicated Landscape Crew focused primarily on all medians and landscape along the HWY 54/74 corridor.

City Manager

- Reclassify 1 full-time Economic Development Manager to a full-time Economic Development Director starting in March 2026 for a total net cost of \$0.

Budget Impact:

The attached budget amendment 26-12 reallocates budgets within departments and increases the general fund revenues and expenditures by \$216,100.

Attachments:

1. Budget Amendment 26-12 Mid year positions

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Matt Myers, Assistant Police Chief 02/05/2026
Kelly Bush, Financial & Administrative Services Director 02/05/2026
Chris Hobby, Assistant City Manager 02/05/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: FY26 Budget Amendment – State Seizure Fund Forfeiture Proceeds

Recommendation:

Approve the attached FY26 budget amendment (26-13) to recognize forfeiture proceeds in the State Seizure Fund and appropriate the funds for allowable expenditures.

Discussion:

The City received forfeiture proceeds totaling \$20,154.00 related to law enforcement seizure and forfeiture activities. This includes \$15,946.87 from the sale of seized vehicles and \$4,207.13 from the court-ordered distribution of forfeited property associated with Superior Court Case No. 2025V-1107.

The attached budget amendment recognizes these proceeds in the State Seizure Fund and appropriates the funds for allowable expenditures.

Budget Impact:

The proposed budget amendment increases both revenues and expenditures in the State Seizure Fund

Attachments:

1. FY2026 Budget Amendment 26-13 - State Forfeitures

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Teaa Allston-Bing, Director - Human Resources & Risk Management 02/05/2026
Kelly Bush, Financial & Administrative Services Director 02/05/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: Resolution #02122026-CA-J Personnel Policy Revisions

Recommendation:

Approve resolution #02152026-CA-J personnel policy revisions as presented.

Discussion:

Paid parental leave policy has been added to the personnel policy manual. This policy will provide up to six weeks of paid parental leave to eligible employees following the birth of an employee's child or the placement of a child with an employee in connection with adoption or foster care. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or a newly adopted or newly placed child. This policy will run concurrently with the Family and Medical Leave Act (FMLA) leave, as applicable.

Annual leave accrual rate and maximum annual leave hours have been revised to ensure the City's leave program remains consistent, sustainable, and competitive with other cities, while supporting employee retention and workforce morale.

Public Safety State Pension Dues- The purpose of city-funded police and fire state pension dues is to maintain a competitive total compensation package that helps attract and retain qualified police and fire personnel in comparison with other cities.

Health Insurance Opt-out- Health insurance opt-out incentive of \$50.00 per bi-weekly pay period for eligible employees. This option will allow employees to decline employer-provided health insurance while verifying alternative coverage, thereby managing benefit costs, preventing adverse selection, and ensuring employees maintain access to health coverage.

Budget Impact:

The budget impact can be absorbed by salary savings in the remainder of this year and budgeted going forward. However, any increase in annual leave accrual results in a financial obligation for the City that must be recognized in the budget, the retirement plan, and the government-wide financial statements. While the actual use or payout of vacation leave is uncertain, accounting requirements obligate the City to record the value of earned leave as a liability when it is accrued.

The same applies to parental leave. From an accounting standpoint, the leave represents a liability, and from an operational standpoint, extended absences may require overtime or back-fill staffing, which creates additional budgetary pressure.

The cost of the addition of the Public Safety state pension dues benefit is approximately \$32,760, which can be absorbed in the police and fire department salary savings for the remainder of this year and budgeted in FY2027.

The health insurance opt-out cost is \$1,300 annually per eligible employee, which can be absorbed by the remainder of this year in salary savings.

Attachments:

1. Parental Leave policy
2. Section II B 3 Annual Leave
3. Health Insurance Opt-out Benefit
4. Peace Officers' Annuity and Benefit Fund
5. Georgia Firefighters' Pension Fund

Parental leave.

1. Generally. The City will provide up to six weeks of paid parental leave to employees following the birth of an employee's child or the placement of a child with an employee in connection with adoption or foster care. The purpose of paid parental leave is to enable the employee to care for and bond with a newborn or a newly adopted or newly placed child. This policy will run concurrently with the Family and Medical Leave Act (FMLA) leave, as applicable.

2. Eligibility. To qualify to take parental leave under this subsection, the employee must meet all of the conditions under the Family and Medical Leave Act (refer to the Family and Medical Leave Act section of the personnel policy manual):

- The employee must be taking parental leave for one of the following:
 - The birth of a child and in order to care for that child.
 - The placement of a child for adoption or foster care and to care for the newly placed child.

3. In addition, in no case will an employee receive more than six weeks of paid parental leave in a rolling 12-month period, regardless of whether more than one birth, adoption or foster care placement event occurs within that 12-month time frame. Each week of paid parental leave is compensated at 100 percent of the employee's regular, straight-time weekly pay.

Paid parental leave will be paid on a biweekly basis on regularly scheduled pay dates. Approved paid parental leave may be taken at any time during the twelve-month period immediately following the birth, adoption or placement of a child with the employee. Paid parental leave may not be used or extended beyond this twelve-month time frame. In the event of an employee who has given birth, the six weeks of paid parental leave will commence at the conclusion of any short-term disability leave/benefit provided to the employee for the employee's own medical recovery following childbirth. Paid parental leave may be taken intermittently during the twelve-month time frame. Employees must use all paid parental leave during the twelve-month time frame indicated above. Any unused paid parental leave will be forfeited at the end of the twelve-month time frame. Upon termination of the individual's employment at the company, he or she will not be paid for any unused paid parental leave for which he or she was eligible.

4. Employees will be required to reimburse the City for paid Parental Leave if they resign their City employment within six months after the end of the paid Parental Leave period.

Section II-B-3: Annual Leave

(a) **Eligibility and Guidelines**

It is the policy of the City to provide annual leave for eligible employees. Employees are not entitled to "cash out" accrued leave outside the end of the employment process. Annual leave guidelines include:

1. Annual leave is accrued by and granted to regular full-time employees and police and fire shift employees;
2. Eligible employees while on authorized paid annual leave will continue to accrue annual and sick leave hours;
3. Eligible employees can take leave immediately once hours have been accrued and approved by Department management; and
4. Pay for annual leave shall be at the employee's regular rate of pay in effect for the employee's regular job on the pay date immediately preceding the employee's vacation period.

(b) **Annual Leave Accrual Rate**

1. Employees will accrue annual leave hours based on their full-time hire date with the City, unless approved at a higher rate by the City Manager;
2. All eligible employees accrue annual leave hours on the following basis: The accrual rate increases on the first day of the pay period that includes the employee's anniversary date.
3. The following chart reflects the bi-weekly accrual rates for City employees:

Years of Service	Hours Per Bi-Weekly Pay Period	Hours/Year
Regular Full-time Employees		
Up to 4 Years	3.08	80
4 up to 9 Years	4.62	120
9+ Years up to 15 Years	6.16	160
15+	7.69	200
Full-Time Fire Shift Employees		
Up to 4 Years	4.62	120
4 up to 9 Years	6.47	168
9 up to 15 Years	9.24	240
15+	10.23	266
Full-time Police Shift Employees		
Up to 4 Years	3.24	84
4 up to 9 Years	4.85	126
9 up to 15 Years	6.47	168
15+	8.07	210

4. A new employee who does not begin employment at the beginning of a bi-weekly pay period must work at least half of the pay period to accrue annual leave for that pay period.
5. An employee separating from City service will not receive annual leave for his/her last bi-weekly pay period unless he/she works half of his/her last pay period.

(c) **Use and Scheduling of Annual Leave**

1. Whenever possible, employees will be allowed to take annual leave at times most convenient to them. However, in order to ensure continued smooth operation and to maintain a high level of quality in the delivery of service to the citizens of Peachtree City, the City reserves the right to limit the number of employees that may be absent from a given department at any one time. Where there is a conflict in the annual leave choices of two (2) or more employees who cannot be spared at the same time, the department management will determine who will take leave;
2. When a holiday occurs during the period an employee is on authorized annual leave with pay, annual leave shall not be charged for the holiday;
3. If an employee is called in to work during his/her authorized annual leave, he/she may choose to take an additional day of annual leave, or he/she may be paid for annual leave for that day worked plus his/her regular day's pay. If a non-exempt employee is called in to work, but the work does not require a full shift to complete, the employee will be credited the greater of two hours or the actual time worked on the call back assignment plus his/her authorized annual leave. An employee, however, shall not be required to interrupt his/her authorized annual leave (vacation) to perform work for the City unless a crisis or emergency situation arises.
4. Eligible employees will be allowed to accrue annual leave hours up to a maximum cap according to the chart below. Any hours in excess of the applicable cap will be forfeited. **Once the maximum annual leave hours are accrued, no further annual leave hours may be accrued until annual leave is taken to reduce the accrued hours.**

Maximum Annual Leave Hours	
Years of Service	Hours
Regular Full-time Employees	
Up to 4 Years	100-120
4 up to 9 Years	150-180
9+ Years up to 15 Years	200-240
15+	300
Full-Time Fire Shift Employees	
Up to 4 Years	150-180
4 up to 9 Years	210-240
9+ Years up to 15 Years	300
15+ Years	360
Full-Time Police Shift Employees	
Up to 4 Years	105-120
4 up to 9 Years	158-180
9+ Years up to 15 Years	210-240
15+ Years	300

Health Insurance Opt-Out Benefit

1. **Eligibility:**

All full-time employees eligible for health insurance may elect to opt out of the City's group health insurance plan if they provide proof of qualifying alternate coverage.

2. **Proof of Coverage Requirement:**

Employees electing the health insurance opt-out must submit documentation verifying current alternate coverage (e.g., spouse/partner's plan, Medicare, TRICARE, etc.). Acceptable verification includes insurance ID card and enrollment statement. Coverage must be:

- Active on the date of opt-out election, and
- Maintained throughout the incentive period.

3. **Opt-Out Incentive:**

Employees approved for the opt-out benefit will receive a monthly incentive payment of **\$50.00** payable through regular payroll, subject to applicable taxes, provided proof of coverage is maintained.

4. **Documentation and Verification:**

Employees must submit proof of alternate coverage annually during open enrollment or upon request. Failure to provide documentation will result in forfeiture of the opt-out incentive and automatic enrollment in the City's health plan (if eligible).

5. **Election Period:**

Elections to opt out must be made during annual open enrollment or within 30 days of a qualified life event consistent with plan terms. Once elected, opt-out status remains in effect for the plan year unless a qualifying event occurs.

6. **Coverage Changes:**

If an employee's alternate coverage terminates or changes such that the employee is no longer covered, the employee must notify Human Resources immediately and will be re-enrolled in the City's plan, if eligible. Incentive payments will cease upon loss of coverage.

7. **Tax Treatment:**

The opt-out incentive is considered taxable income and will be subject to payroll taxes as required by law.

8. **Administrative Authority:**

Human Resources has authority to interpret and administer this policy and to require additional proof or documentation as needed.

The City reserves the right to amend, limit, suspend, terminate or significantly alter the terms of the program set forth under this section at any time, at the discretion of the Mayor and Council.

Peace Officers' Annuity and Benefit Fund.

Upon an eligible officer's confirmation of voluntary enrollment to the Human Resources Department for the membership of the Peace Officers' Annuity and Benefits fund established by the State of Georgia ("POAB") at that officer's cost, the City shall pay for the officer's payroll deduction for the monthly dues to maintain the officer's membership for the duration of the officer's employment with the City. The term "eligible officer" shall have the meaning prescribed by the POAB, and all rules and regulations set by the POAB and under O.C.G.A. § 47-17-1 et seq. shall apply. It shall be the officer's responsibility to promptly notify the Human Resources Department of their confirmation of enrollment, and the City shall not be required to pay for coverage retroactively. The City reserves the right to amend, limit, suspend, terminate or significantly alter the terms of the program set forth under this section at any time, at the discretion of the Mayor and Council.

Georgia Firefighters' Pension Fund.

Upon an eligible firefighter's confirmation of voluntary enrollment to the Human Resources Department for the membership of the Georgia Firefighters' Pension fund established by the State of Georgia at that officer's cost, the City shall pay for the firefighter's payroll deduction for the monthly dues to maintain the firefighter's membership for the duration of the firefighter's employment with the City. The term "eligible firefighter" shall have the meaning prescribed by the Georgia Firefighters' Pension Fund, and all rules and regulations set by the Georgia Firefighters' Pension Fund and under O.C.G.A. § 47-17-1 et seq. shall apply. It shall be the firefighter's responsibility to promptly notify the Human Resources Department of their confirmation of enrollment, and the City shall not be required to pay for coverage retroactively. The City reserves the right to amend, limit, suspend, terminate or significantly alter the terms of the program set forth under this section at any time, at the discretion of the Mayor and Council.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Harold Layton 02/05/2026
Kelly Bush, Financial & Administrative Services Director 02/06/2026
Chris Hobby, Assistant City Manager 02/06/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: FY26 Budget Amendment – 4th of July 250th Anniversary Celebration Additions

Recommendation:

Approve FY26 budget amendment (26-14) to increase the budget for 4th of July operating supplies to support additional activities planned for the United States' 250th anniversary celebration.

Discussion:

Staff is proposing an increase of \$100,000.00 to the 4th of July operating supplies budget to cover additional costs associated with expanded activities planned for this year's Independence Day celebration in recognition of the United States' 250th anniversary. These additions are planned to include a drone show and other expanded event elements.

Budget Impact:

The proposed budget amendment increases both revenues and expenditures in the General Fund

Attachments:

1. Budget Amendment 26-14 250th Anniversary

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Kelly Bush, Financial & Administrative Services Director 02/05/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: Ordinance #1246 Fiscal Control Ordinance

Recommendation:

Approve ordinance #1247, amendments to Article II – Fiscal Control, Division 4 – Purchasing Procedures, as presented, to ensure the City’s procurement framework remains efficient, competitive, and responsive to current operational needs.

Discussion:

The purpose of the attached Ordinance amendment is to modernize purchasing thresholds, improve operational efficiency, and better align purchasing authority with the State and current market conditions while maintaining appropriate fiscal controls and oversight.

The dollar thresholds for quotes, competitive quotes, and sealed bids/proposals are proposed to be revised as follows:

1. Comparative written or verbal quotes — Increase the threshold from less than \$40,000 to less than \$100,000
2. Competitive written quotes — Increase the threshold from over \$40,000 but less than \$100,000 to \$100,000 or over but less than \$250,000
3. Sealed bids or request for proposals (RFP) — Increase from \$100,000 and over to \$250,000 and over.

The increase to the sealed bid and request for proposal threshold is specifically intended to mirror a corresponding increase implemented by the State effective on July 1, 2025. This ensures the City’s purchasing procedures remain aligned with current state procurement requirements and best practices.

The ordinance also proposes revisions to the approval thresholds for the Chief Administrative Officer (CAO):

1. Budgeted expenditures — Increase from \$40,000 to \$200,000
2. Unbudgeted expenditures — Increase from \$5,000 to \$50,000
3. Added that CAO may approve low bids or proposals that are within 5% of the approved budget and less than the \$200,000 approval threshold.

These changes reflect inflationary cost increases, current procurement practices, and peer municipal benchmarks while preserving competitive procurement standards.

Additional revisions are included throughout Division 4 to:

1. Maintain consistency with updated dollar thresholds
2. Clarify approval authority language
3. Ensure internal alignment across purchasing sections
4. Eliminate outdated or conflicting references
5. Increase disposal threshold approval for inflation and for what is now considered a capital asset

These changes are administrative in nature and do not alter the intent of existing fiscal controls.

Budget Impact:

There is no budget impact on these changes.

Attachments:

1. DIVISION_4.____PURCHASING_PROCEDURES

DIVISION 4. PURCHASING PROCEDURES

Sec. 34-116. Purchasing agent.

There is created the position of purchasing agent, who shall serve as the centralized purchasing official of the city and who shall direct the activities of the centralized purchasing office. All officials and employees of the city shall initiate all purchases of products and services over ~~\$54,000.00~~ through the centralized purchasing office. The policies specified in this division shall be strictly adhered to when making city purchases.

(Ord. No. 992, § 1, 1-21-2010; Ord. No. 1109, § 1, 4-21-2016)

Sec. 34-117. Bids/price quotations.

Except for expenditures involving contracts for professional services or performances at concerts and events at the Frederick Brown Jr. Amphitheater, the following dollar amounts shall be applied in determining the process to be used in obtaining bids/price quotations:

- (1) Up to ~~\$54,000.00~~—Department selection with final approval by division director/chief or his/her designee.
- (2) Less than ~~\$100,000.00~~ ~~40,000.00~~—Comparative written or verbal quotes with final approval by chief administrative officer or his/her designee if over ~~\$54,000.00~~.
- (3) ~~\$100,000.00 and over~~ ~~Forty thousand dollars and over~~ but less than ~~\$250,000.00~~ ~~100,000.00~~—Competitive ~~Comparative~~ written quotes with final approval up to \$200,000.00 by the chief administrative officer or his/her designee and over \$200,000.00 up to \$250,000 by a majority vote of the mayor and council. ~~by mayor and council.~~
- (4) ~~\$250,000.00~~ ~~One hundred thousand dollars~~ and over—Sealed bids or request for proposals with final approval by a majority vote of the mayor and council.

(Ord. No. 992, § 1, 1-21-2010; Ord. No. 1044, § 1, 8-2-2012; Ord. No. 1109, § 1, 4-21-2016; Ord. No. 1129, § 1, 6-15-2017)

Sec. 34-118. Approval.

(a) Except for expenditures involving contracts for performances at concerts and events at the Frederick Brown Jr. Amphitheater, previously approved and budgeted capital projects and expenditures made from the public improvement program projects contingency fund, the following approval authority shall apply to the expenditures of city money~~s~~:

- (1) Unbudgeted items costing ~~\$50,000.00~~ ~~\$5,000.00~~ or less—The ~~Mayor or~~ chief administrative officer or his/her designee.
- (2) Unbudgeted items over ~~\$50,000.00~~ ~~\$5,000.00~~—A majority vote of the mayor and council, except as provided in subsection (b).

-
- (3) Budgeted items costing ~~\$200,000.00~~ ~~\$40,000.00~~ or less—Chief administrative officer, ~~who shall provide a monthly summary to the mayor and council on all such expenditures which exceed \$10,000.00.~~ Notwithstanding any other provision, low bids or proposals within five percent (5%) of the approved budget may be approved by the Chief Administrative Officer.
 - (4) Budgeted items over ~~\$200,000.00~~ ~~\$40,000.00~~—A majority vote of the mayor and council.
 - (b) For expenditures involving previously approved and budgeted capital projects ~~and expenditures made from the public improvement program contingency fund,~~ the ~~mayor or~~ chief administrative officer shall have the authority to expend up to ~~\$200,000.00~~ ~~\$40,000.00~~ per project ~~with a monthly summary to council on all such expenditures which exceed \$10,000.00~~
 - (c) The approved budget shall indicate and identify all capital projects ~~and the public improvement program contingency fund.~~
 - (d) For expenditures involving contracts for performances at concerts and events at the Frederick Brown Jr. Amphitheater, the contract(s) will be reviewed by the finance department for conformity with the amphitheater fund budget previously approved by mayor and city council, and may then be signed by the mayor, chief administrative officer or his designee.

(Ord. No. 992, § 1, 1-21-2010)

~~Sec. 34-118.1. Expenditures from council contingency fund.~~

~~Except as provided herein, the city council shall, by majority vote at a public meeting, approve all expenditures from the council contingency fund prior to the commitment of any money in such fund or other use thereof. In any situation where the expenditure of money from the council contingency fund is deemed to be a legitimate health, safety, or welfare emergency by the mayor or the chief administrative officer, the mayor or the chief administrative officer may expend such money from the council contingency fund. Discussion of such expenditure shall occur as a regular agenda item at the next city council meeting. Under no circumstances does the mayor or chief administrative officer have the authority to expend money from the council contingency fund on any project if the city council has voted at a previous occasion not to so spend the money.~~

~~(Ord. No. 992, § 1, 1-21-2010)~~

Sec. 34-119. Brand-name purchases.

The chief administrative officer may ~~approve~~elect the purchase of a brand-name product or service when the goods comprise a major brand system, program or service and due to operational effectiveness, future enhancements or additions, or maintenance and storage of spare parts preclude the mixing of brands, manufacturers, etc.

(Ord. No. 992, § 1, 1-21-2010)

Sec. 34-120. Sole-source purchases.

A contract may be awarded or a purchase made without competition by the chief administrative officer when it is determined that there is only one source for the required products, supply service, or construction item. The purchasing agent, with written approval from the chief administrative officer shall conduct negotiations as appropriate, as to price, delivery and terms. A separate file of sole-source procurements shall be maintained as a public record and shall list each contractor's name. Detailed information as to amount and items purchased will be maintained with the finance department's accounts payable files.

(Ord. No. 992, § 1, 1-21-2010; Ord. No. 1109, § 1, 4-21-2016)

Sec. 34-121. Modification of bids and proposals.

Once a bid or proposal has been opened and accepted by city officials, the city reserves the right to further negotiate with the lowest responsive and responsible bidder in an effort to ensure that the bid or proposal meets the approved budget and specifications. Further, once a contract is awarded by city officials, the city reserves the right to amend the contract without the necessity of rebidding such contract, provided that funds are budgeted to cover these additional costs. Any increase greater than 10% ~~\$40,000.00~~ must be approved by the mayor council and council.

(Ord. No. 992, § 1, 1-21-2010; Ord. No. 1109, § 1, 4-21-2016)

Sec. 34-122. Operational policies/procedures.

Consistent with this division and with the approval of the chief administrative officer, the purchasing agent shall develop and adopt written operational policies/procedures relating to the execution of this division and the functioning of the centralized purchasing offices, which shall also include but not be limited to policies/procedures for:

- (1) The procurement of all supplies, services and construction needs by the city.
- (2) The establishment of programs for specifications development, contract administration and inspection and acceptance.
- (3) The selling, lending or otherwise disposal of supplies and equipment belonging to the city.

(Ord. No. 992, § 1, 1-21-2010)

Sec. 34-123. Collaborative/cooperative purchasing.

The purchasing agent may elect to purchase products or services through the collaborative/cooperative purchasing process by O.C.G.A. § 36069A. This process provides discounting through combining the purchasing power of local entities to achieve economies of scale associated with this type of relationship.

(Ord. No. 992, § 1, 1-21-2010; Ord. No. 1104, § 1, 2-18-2016)

Editor's note(s)—Ord. No. 1104, § 1, adopted Feb. 18, 2016, changed the title of § 34-123 from "Collaborative purchasing" to "Collaborative/cooperative purchasing." This historical notation has been preserved for reference purposes.

Sec. 34-124. Reverse auctions.

The purchasing agent may elect to use a reverse auction method for the purchase of goods and/or services in lieu of sealed bids.

(Ord. No. 992, § 1, 1-21-2010; Ord. No. 1109, § 1, 4-21-2016)

Editor's note(s)—Ord. No. 1109, § 1, adopted April 21, 2016, repealed § 34-124 in its entirety and renumbered § 34-125 as 34-124. The former § 34-124 pertained to state and federal contract use and derived from Ord. No. 992, § 1, adopted Jan. 21, 2010.

Sec. 34-125. Emergency purchases.

The chief administrative officer and/or purchasing agent have the authority to purchase commodities and services in emergency situations constituting a threat to public health, safety or welfare or to the soundness and integrity of public property or to the delivery of essential services and where the adverse effect of such emergency may worsen materially with the passage of time. If the emergency occurs after normal business hours, the division directors/chief will be granted the same authority.

(Ord. No. 1109, § 2, 4-21-2016)

Sec. 34-126. Property disposal.

The purchasing agent shall determine the most advantageous method to dispose of excess, surplus and obsolete materials. When not transferred or traded, any individual item with a value greater than \$~~305~~,000.00 will require council approval.

(Ord. No. 1109, § 2, 4-21-2016)

Secs. 34-127—34-200. Reserved.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council
VIA: Justin Strickland, City Manager
FROM: Justin Strickland, City Manager 02/06/2026
DATE: February 12, 2026
SUBJECT: Approve Resolution #02152026-OA-A Pledge to Practice and Promote Civility in the City of Peachtree City

Recommendation:

Approval of resolution #02152026-OA-A to pledge to practice and promote civility in the city of Peachtree City.

Discussion:

What is civility?

Civility is more than just politeness. It is about disagreeing without disrespect, seeking common ground as a starting point for dialogue about differences, listening past one's preconceptions, and teaching others to do the same. Civility is the hard work of staying present even with those with whom we have a deep-rooted and fierce disagreement.

Why does civility matter in cities?

1. Civil behavior and speech are critically important to a healthy, functional, and respectful society.
2. A 2019 survey revealed that 93 percent of Americans believe that incivility is a problem, with 68 percent identifying incivility as a major problem.**
3. Cities need a plan to counteract the growing polarization and challenges caused by incivility.

The civility pledge:

The way we govern ourselves is often as important as the positions we take. Our collective decisions will be better when differing views have had the opportunity to be fully vetted and considered. All people have the right to be treated with respect, courtesy, and openness. We value all input. We commit to conduct ourselves at all times with civility and courtesy to each other.

Budget Impact:

No budgetary impact.

Attachments:

1. Civility Resolution

RESOLUTION#

**RESOLUTION PLEDGING TO PRACTICE AND PROMOTE CIVILITY IN THE CITY
OF PEACHTREE CITY**

- WHEREAS:** The City Council of Peachtree City recognizes that robust debate and the right to self-expression, as protected by the First Amendment to the United States Constitution, are fundamental rights and essential components of democratic self-governance; and,
- WHEREAS:** The City Council further recognizes that the public exchange of diverse ideas and viewpoints is necessary to the health of the community and the quality of governance in the Municipality; and,
- WHEREAS:** The members of the City Council, as elected representatives of the community and stewards of the public trust, recognize their special role in modeling open, free, and vigorous debate while maintaining the highest standards of civility, honesty, and mutual respect; and
- WHEREAS:** City Council meetings are open to the public and thus how City officials execute their legal duties is on public display; and,
- WHEREAS:** Civility by City officials in the execution of their legislative duties and responsibilities fosters respect, kindness and thoughtfulness between City officials, avoiding personal ill will which results in actions being directed to issues made in the best interests of residents; and,
- WHEREAS:** Civility between City officials presents an opportunity to set a positive example of conduct and promotes thoughtful debate and discussions of legislative issues, resulting in better public policy and a more informed electorate while also encouraging civil behavior between residents; and,
- WHEREAS:** Civility between City officials is possible if each member of the elected body remembers that they represent not only themselves, but the constituents of the city; and,
- WHEREAS:** In order to publicly declare its commitment to civil discourse and to express its concern for the common good and well-being of all of its residents, the City Council has determined to adopt this resolution.

NOW, THEREFORE BE IT RESOLVED by the Mayor and City Council of Peachtree City that they agree to the following:

1. The City Council of Peachtree City pledges to practice and promote civility within the governing body as a means of conducting legislative duties and responsibilities.
2. The elected officials of the City Council of Peachtree City enact this civility pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of the City of Peachtree City.
3. This pledge strives to ensure that all communication be open, honest, and transparent as this is vital for cultivating trust and relationships.
4. This pledge strives to show courtesy by treating all colleagues, staff, and members of the public in a professional and respectful manner whether in-person, online, or in written communication, especially when we disagree.
5. This pledge strives to ensure mutual respect to achieve municipal goals, recognizing that patience, tolerance, and civility are imperative to success and demonstrates the Council's commitment to respect different opinions, by inviting and considering different perspectives, allowing space for ideas to be expressed, debated, opposed, and clarified in a constructive manner.

6. This pledge demonstrates our commitment against violence and incivility in all their forms whenever and wherever they occur in all our meetings and interactions.
7. The City of Peachtree City expects members of the public to be civil in its discussion of matters under consideration by and before the City Council, with elected officials, staff, and each other.

ADOPTED this _____ day of _____, 20__.

Kim Learnard, Mayor

Laura Johnson, Post 1

Suzanne Brown, Mayor Pro Tem

Clinton Holland, Post 3

Michael Polacek, Post 4

ATTEST: _____
Yasmin Julio, City Clerk

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Shayla Reed, Planning Director 02/03/2026
Kelly Bush, Financial & Administrative Services Director 02/05/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: 02-26-02 FY26 Budget Amendment- Annexation Plan RFP

Recommendation:

Award the contract for Annexation Plan services to KB Advisory Group for Fiscal Year 2026 and approve the FY26 Budget Amendment (26-16), and authorize the Mayor or City Manager to execute the contract, subject to Legal and Staff review.

Discussion:

The City issued a Request for Proposals (RFP) to identify qualified firms to assist in an objective review of the economic costs and fiscal benefits to help assist with discussions and decisions regarding future annexation.

In response to the RFP, the city received three proposals. The following weighted criteria were used for evaluation:

- 40% Qualifications and experience
- 40% Project approach, commitments, and assurances
- 20% Final Evaluations (pricing)

An evaluation team consisting of four employees has thoroughly evaluated all submissions and conducted reference checks for the proposer who scored the highest by the evaluation committee.

The combined scores are as follows:

Company	Qualifications & Experience (40% weight)	Project Approach, Commitments & Assurances (40% weight)	Completed Price (20% weight)	Weighted Score
BJH Advisors LLC	3.59	3.82	4.51	3.87
KB Advisory Group	4.65	4.51	5.00	4.67
Tischler Bise	4.27	4.45	3.60	4.21

Therefore, staff is recommending awarding the contract to Annexation Plan RFP with a start date determined through contractual agreement. If awarded, staff will work with our Legal team to formalize a contract.

A budget amendment is included to roll forward unspent Fiscal Year 2025 funds previously budgeted for an annexation study.

Budget Impact:

The proposed budget amendment (26-16) increases both revenue and expenditures in the General Fund and the CIP Fund (through an interfund operating transfer). This item was budgeted in FY25 but was rejected during that fiscal year. This amendment brings those same funds forward to FY26 and puts them into the CIP account to not have to carry them forward again.

Attachments:

1. Peachtree City Annexation Plan_KB_020626
2. KB Advisory Group - Annexation Plan Proposal
3. Budget Amendment 26-16 Annexation Study

City of Peachtree City, Georgia Annexation Plan Update



Proposed Services Delivered by:



KB | ADVISORY GROUP



KB | ADVISORY GROUP

**Bridging economic, real estate and local policy perspectives
to help create better places.**

Real Estate Markets

Development Economics

Public Financing/Tax Increment Financing

Economic Impacts

Housing Analysis

Geoff Koski

President

geoff@kbagroup.com

www.kbagroup.com





Previous Annexation Related Projects

Decatur, GA
Annexation Opportunity Analysis
Year Complete: 2016

McDonough, GA
Fiscal Impact and Annexation Feasibility Study
Year Complete: 2018

Atlanta, GA
Buckhead De-Annexation Impact Analysis
Year Complete: 2022

Mulberry, GA
Municipal Feasibility Study
Year Complete: 2023

Porterdale, GA
Fiscal Impact and Annexation Feasibility Study
Year Complete: 2024

Clarkston, GA
Annexation Feasibility Update
Year Complete: 2026



Scope of Work



TASK 1: Existing Conditions and Service Delivery Baseline

This analysis will distinguish between:

- Average service costs, reflecting the City's overall cost structure, and
- Marginal service costs, reflecting the incremental costs that would be incurred if services were extended to annexed areas.

The outcome of this phase will be a documented fiscal and service baseline that serves as the foundation for all subsequent analysis.

TASK 2: Parcel-Level Evaluation of Potential Annexation Areas

A parcel-level database for potential annexation areas.

This analysis will support an assessment of:

- Current and projected fiscal contribution
- Service delivery feasibility and efficiency
- Infrastructure connectivity and maintenance implications
- Consistency with Peachtree City's land use policies and service expectations.



Scope of Work



TASK 3: Fiscal Impact and Scenario Analysis

Fiscal modeling will be conducted on a scenario-based basis, allowing City leadership to understand how outcomes vary depending on assumptions, phasing, and service delivery approaches.

Revenue analysis:

- Property tax revenues
- Franchise and utility taxes
- Sales and use taxes
- Fees, permits, and other locally generated revenues.

Expenditure analysis:

- Cost estimates will be informed by Peachtree City's current budgets, staffing levels, service standards, and capital obligations.

The results will identify:

- Net fiscal outcomes under alternative scenarios
- Timing of fiscal break-even, where applicable
- Sensitivity to changes in valuation, growth assumptions, and service standards.



Scope of Work



TASK 4: Phasing, Mitigation, and Risk Assessment

Findings from this task will articulate risks, tradeoffs, and conditions under which annexation may be more or less advisable.

TASK 5: Final Deliverables and Public Communication

- A presentation to the Mayor and City Council summarizing key findings, fiscal and service impacts, and phasing and mitigation considerations
- A public meeting designed to communicate the analysis and findings to residents and stakeholders in a non-technical manner.

Completion Date

16 weeks (four months).

Assuming a February start, we can complete the project, including presentations by the end of June.



City of Peachtree City, Georgia Annexation Plan Update RFP No. 26-106PDS *Proposal*

Prepared for:



Response Prepared by:
Bleakly Advisory Group Inc. d/b/a



KB | ADVISORY GROUP

January 14, 2026

January 14, 2026

City of Peachtree City

Angela Egan
Purchasing Manager
151 Willowbend Road
Peachtree City, GA 30269



KB Advisory Group

999 Peachtree St NE
Suite 400
Atlanta, GA 30309

404.845.3550

Re: Annexation Plan Update RFP No. 26-106PDS

Dear Selection Committee,

KB Advisory Group is pleased to submit this proposal to assist the City of Peachtree City with its Annexation Plan Update.

Peachtree City occupies a unique position among Georgia municipalities. As a mature, carefully planned community with an established service model, infrastructure system, and civic identity, the City's annexation decisions require a level of insight that differs from jurisdictions using annexation primarily as a growth tool.

We understand that the purpose of this assignment is not to promote annexation, but to provide City leadership with objective information to support thoughtful discussion and decision-making.

KB Advisory Group brings extensive experience conducting annexation and fiscal impact analyses for Georgia cities and counties, including work for Clarkston, McDonough, and Decatur, among others, as well as feasibility studies supporting incorporation and boundary decisions under Georgia law. Across these assignments, our role has been to provide independent, data-driven analysis that allows elected officials and staff to understand fiscal, service, and governance implications before decisions are made.

For Peachtree City, our proposed approach is intentionally measured. Particular attention is given to whether annexation would result in a demonstrable improvement in governance, representation, and service levels for affected properties, and whether any annexation should occur incrementally, selectively, or not at all. Where potential negative impacts are identified, the analysis will explicitly evaluate mitigation strategies and phasing options.

The project includes on-site presentations to City leadership and a public meeting designed to clearly convey findings without advocacy. All analysis will be supported by transparent assumptions and documentation, allowing City staff and elected officials to fully understand the basis for recommendations.

KB Advisory Group is a Georgia corporation founded in 2001, legally known as Bleakly Advisory Group Inc., and currently certified as a Small Business Enterprise by the City of Atlanta. I am the firm's President and sole owner and am authorized to bind the firm contractually. I will remain directly involved throughout the engagement.

We appreciate the opportunity to submit this proposal and look forward to supporting Peachtree City with an Annexation Plan Update that reflects the City's long-term interests and commitment to careful stewardship.

Sincerely,

A handwritten signature in blue ink, appearing to read 'G. Koski'.

Geoff Koski
President



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A. Agents and Address

Since its founding in 2001, **KB Advisory Group** (previously known as Bleakly Advisory Group) has focused on helping public and private sector clients understand how market forces impact their real estate and economic development aspirations.



The firm provides real estate and economic development consulting services to cities, counties, developers, community districts, nonprofits, and design firms across Georgia and the Southeast in all commercial real estate sectors, economic development, market analysis for urban planning, and public-private partnership creation.

KB's experience analyzing real estate development for a vast spectrum of clients gives it a unique perspective on the trends and a well-earned acumen in determining how to act successfully in the context of those trends.

KB understands the powerful connection between planning, real estate, and economic development and leverages unique community assets while building consensus around community goals for growth and progress.

KB plans are based on decades of experience among staff members, combined with the client and public expertise, to ensure “buy-in” from all the necessary partners responsible for the action.

KB's goal is to help clients maximize the benefits of their economic development and real estate activities within five core capability areas:

Real Estate Markets

Development Economics

Public Financing and Tax Increment Financing

Economic Impacts

Local Housing Analysis and Policy

Geoff Koski

KB Advisory Group

President and Owner

Principal-in-Charge

Geoff Koski leads the 10-person real estate and economic development consulting firm **KB Advisory Group**. Geoff has over 20 years of experience researching, analyzing, and reporting real estate and community development trends across the U.S. His expertise facilitates clients' wide-ranging real estate and economic development advisory needs.

Geoff and his team typically focus on work in Georgia, assessing local housing markets, economic and fiscal impacts of new real estate projects, and developing strategies for their implementation. Projects include numerous types of residential, commercial, and mixed-use. Geoff often assists public and private sector clients in maximizing the value of their real estate and development opportunities and helping Georgia cities create and use tax allocation districts (TADs).

Geoff is frequently cited in the press and at professional events as a local real estate development expert and participated as the market analyst on prestigious Urban Land Institute (ULI) Advisory Service Panels.



Relevant Project Experience

- City of East Point Economic Development Strategic Plan (2025), Director & Principal-in-Charge
- City of Stockbridge Economic Development Strategic Plan (2024), Principal-in-Charge
- City of McDonough, GA, Fiscal Impact and Annexation Feasibility Study
- Proposed City of Mulberry Feasibility Study, 2023
- City of Roswell, GA
 - Fiscal Impact Study Private Development (2025)
 - Tax Allocation District Redevelopment Plan (2024)

Community Work

Urban Land Institute (ULI)

- Full Member
- National Product Council – Redevelopment and Reuse
- National Advisory Service Panels
- ULI Atlanta
 - Advisory Board
 - Center for Leadership (2016)
 - Chair – Livable Communities Council
 - Past Chair – UrbanPlan Committee
- Atlanta Regional Commission (ARC)
 - Regional Leadership Institute (RLI), 2021

Prior Professional Experience

- Founder - Market Transects
- Director of Consulting - Robert Charles Lesser & Co. (RCLCO)



KB | ADVISORY GROUP

Percentage of time assigned to project: 10%



Tate Wilson, AICP

KB Advisory Group

Director

Project Director

Tate Wilson applies her urban planning experience and interest in developing healthier cities as a senior contributor to KB Advisory Group.

In addition to her past real estate market analysis work at Noell Consulting Group, Tate’s experience includes promoting balanced and responsible growth through policy analysis, public engagement, and membership input at the Council for Quality Growth, where she engaged with regulatory issues related to land use, planning, development, and growth throughout metro Atlanta.

Tate has managed projects for KB Advisory Group, including city-wide housing studies, Livable Centers Initiative (LCI) community redevelopment planning, real estate market analyses for private and public-sector clients, economic impact and development strategies for numerous community improvement districts (CIDs) in the Atlanta metro area.



Relevant Similar Experience

- City of Cedartown Tax Allocation District Redevelopment Plan (2025)
- City of Dacula , GA – Downton Mixed Use Real Estate Market Analysis (2025)
- City of Cedartown, GA – Fiscal Cost/Benefit Analysis (2024)
- City of Stockbridge Economic Development Strategic Plan (2024)
- City of Tucker City- Economic Development Strategic Plan (2023)
- Housing at its Core: Affordability in the Atlanta 5-County Region for ULI Atlanta (2023)

Prior Professional Experience

- Senior Policy Analyst - Council for Quality Growth, Atlanta, GA
- Commercial Real Estate Development Consultant - Noell Consulting Group, Atlanta, GA
- Commercial Real Estate Analyst - Bellfounder, Atlanta, GA
- Consultant, Mayor’s Office of Resilience - City of Atlanta, GA

Education

Master of City and Regional Planning, Georgia Institute of Technology

Bachelor of Science, Oglethorpe University



KB | ADVISORY GROUP

Percentage of time assigned to project: 25%

Trevor Butler

KB Advisory Group

Senior Consultant
Key Staff



Trevor Butler joined KB Advisory Group in 2022. His work at the firm has included research and analysis for a variety of projects including several city- and county-wide housing studies, site specific market studies, redevelopment plans for Tax Allocation Districts (TADs), economic impact analyses, and fiscal cost-benefit analyses.

Trevor is deeply interested in housing issues, and his work aligns with his desire to identify sound community-tailored housing strategies that can support sustainable community and economic development.

Prior to becoming a professional in the planning and real estate industry, he worked in New York City as a supportive housing case manager for the Center for Urban Community Services where he assisted formerly homeless clients onsite at a permanent supportive housing development.

Relevant Similar Experience

- Mixed Use and Residential Real Estate Market Analysis – Various Private Sector Clients
- City of Dacula , GA – Downton Mixed Use Real Estate Market Analysis (2025)
- City of Porterdale, GA – Fiscal Cost/Benefit Analysis (2024)
- City of Roswell, GA
 - Fiscal Impact Study Private Development (2025)
 - Tax Allocation District Redevelopment Plan (2024)
- City of Cedartown Tax Allocation District Redevelopment Plan (2025)
- Forsyth County Tax Allocation District Redevelopment Plan (2025)

Education

- Master of City and Regional Planning, Georgia Institute of Technology
- Bachelor of Science, University of Georgia



KB | ADVISORY GROUP

Percentage of time assigned to project: 30%

B. Related Projects & References

Relevant Experience

City of McDonough, GA Fiscal Impact and Annexation Feasibility Study

Year Complete: 2018

The City of McDonough engaged KB Advisory Group by to conduct a detailed Fiscal Impact and Annexation Feasibility Study to evaluate how potential boundary expansions and new development would affect the City's financial position and service delivery responsibilities. At the time, McDonough was experiencing strong development pressure along its northern and western edges and sought an independent, data-driven analysis to determine whether annexation of several unincorporated areas would be fiscally beneficial and operationally sustainable.

The study began with a comprehensive review of the City's existing fiscal structure and service delivery model. KB analyzed three years of McDonough's budget and audit data to establish a baseline understanding of revenues and expenditures by department. This included a thorough assessment of police, fire, public works, sanitation, and general administrative services to determine average and marginal costs per household, per acre, and per lane mile of roadway. Through interviews with department heads and review of the City's capital improvement plans, KB identified both latent service capacity and areas where annexation would necessitate additional staff, vehicles, or infrastructure.

Parallel to the fiscal review, KB developed a parcel-level land use and tax digest database using Henry County tax assessor records, zoning data, and GIS mapping. Each of the proposed annexation areas was characterized by land use composition, assessed value, and development potential. The team then built multiple build-out scenarios reflecting differing rates of residential and commercial absorption. These scenarios were used to forecast changes in the tax digest and to project long-term fiscal performance under alternative growth trajectories.

Using these inputs, KB prepared a ten-year fiscal impact model in Microsoft Excel, projecting annual revenues, expenditures, and net fiscal outcomes for each annexation area. The final deliverables included a comprehensive report, detailed GIS mapping, and live Excel workbooks that allowed City staff to adjust assumptions and test new development scenarios. KB presented findings to the City Council in a public session, explaining both the fiscal outcomes and the practical implications for service delivery and infrastructure planning.

The results of the McDonough study gave City leaders a clear, quantitative basis for making annexation decisions and negotiating with property owners.

Client Contact:

Rodney C. Heard

City of McDonough

Community Development Director

rheard@mcdonoughga.org

Office: 678-782-6241 Ext. 6241

Relevant Experience

Proposed City of Mulberry Feasibility Study

Client: Office of State Representative and House Majority Leader Chuck Efstration

Year Complete: 2024

KB Advisory Group was retained by the Office of State Representative and House Majority Leader Chuck Efstration to conduct a fiscal feasibility study for the proposed City of Mulberry in northeastern Gwinnett County. The assignment required KB to evaluate whether the proposed 25.9-square-mile unincorporated area could sustain municipal operations under Georgia law without levying a city property tax. The resulting report provided state and local leaders with a clear, data-driven determination of the proposed city's fiscal viability and service delivery capacity.

The study began with a comprehensive demographic and economic profile of the proposed city area. KB analyzed population, household composition, income levels, housing characteristics, and employment patterns. KB also developed a parcel-level GIS database of more than 14,500 tax parcels from Gwinnett County records to quantify the local tax base, land use composition, and potential for future growth.

KB then conducted a rigorous fiscal analysis to estimate both revenues and expenditures for a hypothetical city of Mulberry. Drawing on the Georgia Department of Community Affairs' Report of Local Government Finances and peer data from 16 comparable municipalities, the team modeled revenue potential from the Title Ad Valorem Tax (TAVT), insurance premium taxes, business and occupational licenses, and regulatory fees.

On the expenditure side, KB evaluated start-up and annual operating costs for the proposed service portfolio, including general administration, planning and zoning, protective inspections, and stormwater management. All cost assumptions were benchmarked against peer city budgets and adjusted for Mulberry's larger land area and suburban service pattern.

The analysis determined that Mulberry could operate with approximately \$6.6 million in annual expenditures, supported by \$7.9 million in general revenues and \$1.5 million in enterprise revenues, thereby producing an estimated annual surplus of \$1.3 million. The findings provided clear, objective evidence of the proposed city's fiscal viability and guided legislators in advancing the incorporation bill.

Client Contact:

State Rep. Chuck Efstration
 Capitol Room 338, State Capitol,
 Atlanta, GA 30334
 Phone: 404 656-5052
chuck.efstration@house.ga.gov



Relevant Experience

City of Stockbridge, GA Economic Development Strategic Plan

In February 2024, KB Advisory Group completed the City of Stockbridge, Georgia’s Economic Development Strategic Plan (EDSP).

The EDSP provides goals and strategies to foster economic growth and enhance the overall quality of life in the city. The plan’s focus is on tactical economic development implementation tactics to promote economic growth.

KB’s work on behalf of Stockbridge achieved the following:

- Gathered feedback to help provide the framework to attract high-quality investment and redevelopment activities
- Defined a shared community vision of the future established through a transparent process of consensus building and leadership
- Empowered the City to define its vision, mission, and values to guide planning, zoning, and economic development priorities
- Provided specific implementation steps needed to guide Stockbridge’s economic development policies, programs, and investments over the next five years.

The plan serves as an action-focused planning document for these priorities by outlining the city’s current demographic and economic profile, establishing target industries for the city to prioritize over the next five years, and creating an action plan with set goals and objectives.

The economic development goals established in the plan for the next five years are:

Revitalize and Activate Downtown Stockbridge

Support and Expand the Medical Hub

Retain and Support Small or Local Businesses

Develop a Workforce Training Program

Improve Connectivity and Quality of Life

Client Contact

City of Stockbridge

Kim Allonce, Economic Development Director
4640 North Henry Blvd.
Stockbridge, GA. 30281
kim.allonce@johnscreekgga.gov
678.512.3231

Mr. Allonce is now Economic Development Director at the City of Johns Creek



C. Project Approach

Project Approach

Purpose and Overall Framework

The City of Peachtree City has requested an Annexation Plan Update to support informed discussion and decision-making regarding potential future annexation. As a mature, fully planned community with a well-established service delivery model, Peachtree City’s annexation considerations differ fundamentally from those of rapidly expanding jurisdictions. The purpose of this effort is to evaluate where annexation may or may not align with the City’s long-term fiscal stability, service standards, governance objectives, and community expectations.

KB Advisory Group’s approach is designed to provide City leadership with an objective and defensible analytical foundation. The work will focus on understanding existing conditions, evaluating potential annexation areas through multiple lenses, and identifying where annexation could improve governance and service delivery while avoiding unintended fiscal or operational consequences.

The resulting Annexation Plan Update will function as a decision-support tool, allowing the City to proceed selectively, or not at all.



Guiding Principles

The proposed scope of work is grounded in the following principles, which reflect both the City’s objectives and KB Advisory Group’s experience with annexation planning in Georgia:

Analytical rigor grounded in local operations

Fiscal and service impacts will be evaluated using Peachtree City’s budgets, staffing structures, and service standards, using benchmarks from other similar cities only when necessary.

Governance and service outcomes matter as much as fiscal outcomes

Annexation will be evaluated based on whether it results in improved governance, representation, and service levels for affected properties, as well as potential revenue generation.

Incremental and phased decision-making

Where appropriate, annexation will be considered as a phased or selective strategy rather than a comprehensive action.

Transparency and defensibility

All assumptions, methodologies, and findings will be documented clearly and presented in a manner suitable for public discussion.

Scope of Work

Project Management and Coordination

A KB Advisory Group Principal will remain directly involved throughout the engagement, ensuring continuity, accountability, and responsiveness.

The project will begin with a kickoff meeting involving City leadership, senior staff, and the designated project liaison. This meeting will confirm project objectives, refine expectations, establish communication protocols, and review available data sources from both the City and Fayette County.

KB will maintain a detailed project schedule and coordination throughout the engagement. Regular progress updates will be provided to City staff to ensure transparency and alignment as work progresses.

The project will include site visits to Peachtree City and two “on-site” presentations, including:

- A presentation to the Mayor and City Council, and
- A public meeting designed to clearly communicate findings to residents and stakeholders.

KB’s role in these sessions will be to explain findings and implications, not to advocate for a predetermined outcome.

TASK 1: Existing Conditions and Service Delivery Baseline

A critical first step in the Annexation Plan Update is establishing a clear understanding of Peachtree City’s current service delivery model and fiscal structure.

KB will review multiple years of City budget, audit, and operational data to document how services are currently provided and funded, including public safety, public works, engineering, planning, administration, and other relevant functions. Interviews with department heads and City staff will be conducted to clarify service standards, response expectations, staffing capacity, and capital obligations.

This analysis will distinguish between:

- Average service costs, reflecting the City’s overall cost structure, and
- Marginal service costs, reflecting the incremental costs that would be incurred if services were extended to annexed areas.

This distinction is important for a city like Peachtree City, where annexation may introduce additional service obligations without corresponding economies of scale.

The outcome of this phase will be a documented fiscal and service baseline that serves as the foundation for all subsequent analysis.

Scope of Work

TASK 2: Parcel-Level Evaluation of Potential Annexation Areas

KB will develop a parcel-level database for potential annexation areas using Fayette County tax assessor data, GIS mapping, land use information, and City planning documents.

Each parcel will be evaluated based on land use, assessed value, ownership characteristics, infrastructure conditions, and development patterns.

This analysis will support an assessment of:

- Current and projected fiscal contribution
- Service delivery feasibility and efficiency
- Infrastructure connectivity and maintenance implications
- Consistency with Peachtree City's land use policies and service expectations.

The analysis will also consider whether annexation would result in a net improvement in governance, representation, and service levels for affected properties, consistent with the City's stated objectives.

TASK 3: Fiscal Impact and Scenario Analysis

Building on the service baseline and parcel-level data, KB will prepare a fiscal impact analysis evaluating potential annexation scenarios.

Fiscal modeling will be conducted on a scenario-based basis, allowing City leadership to understand how outcomes vary depending on assumptions, phasing, and service delivery approaches.

Revenue analysis may include, as applicable:

- Property tax revenues
- Franchise and utility taxes
- Sales and use taxes
- Fees, permits, and other locally generated revenues.

Expenditure analysis will estimate the incremental cost of extending City services, including both operating and capital considerations. Cost estimates will be informed by Peachtree City's current budgets, staffing levels, service standards, and capital obligations.

The analysis will identify:

- Net fiscal outcomes under alternative scenarios
- Timing of fiscal break-even, where applicable
- Sensitivity to changes in valuation, growth assumptions, and service standards.



Scope of Work

TASK 4: Phasing, Mitigation, and Risk Assessment

Recognizing that annexation can introduce fiscal, operational, and governance risks, KB Advisory Group will explicitly evaluate mitigation strategies and phasing considerations as part of the Annexation Plan Update.

Where appropriate, KB will analyze logical annexation phases, assessing the impacts of each phase independently and in combination.

The analysis will also consider whether annexation would result in a net improvement in governance, representation, and service levels for affected properties, consistent with the City's stated objectives.

Findings from this task will articulate risks, tradeoffs, and conditions under which annexation may be more or less advisable.

TASK 5: Final Deliverables and Public Communication

KB Advisory Group will prepare and deliver two on-site presentations as required by the City's RFP.

These presentations will include:

- A presentation to the Mayor and City Council summarizing key findings, fiscal and service impacts, and phasing and mitigation considerations
- A public meeting designed to communicate the analysis and findings to residents and stakeholders in a non-technical manner.

The final Annexation Plan Update will synthesize all analysis into a document that includes:

- Evaluation of potential annexation areas
- Fiscal and service impact findings
- Phasing and mitigation considerations
- Recommended next steps, including implementation procedures where applicable

The document will be designed for use by City staff, elected officials, and the public as a reference for future decision-making.

D. Start Date

KB Advisory Group is prepared to begin work immediately following City Council approval and execution of a contract. Assuming approval at the February 5, 2026, City Council meeting, KB commits to initiating the project no later than February 16, 2026.

Upon authorization to proceed, KB will promptly coordinate with City staff to schedule the project kickoff meeting, confirm data availability, and finalize the project schedule. This start date allows sufficient time for staff coordination while maintaining project momentum and alignment with the City's expectations.

Completion Date

We can complete the entire proposed scope of work, as described above, in 16 weeks (four months). Assuming a February start, we can complete the project, including presentations by the end of June.



E. Cost of Services

KB Advisory Group proposes to complete the City of Peachtree City Annexation Plan Update for a total fixed fee of \$65,000, as summarized in the table below.

The proposed fee is structured as a fixed-price engagement based on the defined scope of work and reflects the level of effort required to conduct an objective analysis consistent with the City’s expectations.

A substantial portion of the effort is dedicated to fiscal impact and scenario analysis, recognizing the importance of clearly understanding fiscal outcomes, timing, and sensitivities associated with potential annexation.

Time allocated to final deliverables and public communication reflects the City’s requirement for on-site presentations to City leadership and the public, as well as the preparation of accessible materials suitable for informed discussion without advocacy.

The proposed fee includes all labor, analysis, meetings, presentations, documentation, and project management necessary to complete the scope of work as described. KB Advisory Group assumes responsibility for managing the project within the proposed budget and does not anticipate the need for additional compensation unless the scope is materially modified at the City’s request.

F. Additional Services

No other products or services are recommended for this proposal.

Peachtree City Annexation Study	KB Advisory Group	Total Cost by Task	% of Total
Tasks by Firm Hours			
TASK 1: Existing Conditions and Service Delivery Baseline	55	\$13,750	21%
TASK 2: Parcel-Level Evaluation of Potential Annexation Areas	50	\$12,500	19%
TASK 3: Fiscal Impact and Scenario Analysis	60	\$15,000	23%
TASK 4: Phasing, Mitigation, and Risk Assessment	50	\$12,500	19%
TASK 5: Final Deliverables and Public Communication	45	\$11,250	17%
Total Labor Hours	260		
Total Fixed Price Fee		\$65,000	



G. Required Forms



Attachment A – RFP Certification Form

The undersigned declares that she or he is an authorized agent of the company or firm listed as the primary offeror; has carefully examined all the documents contained in this Request for Proposals (RFP) solicitation for the project; and certifies to the best of her/his knowledge that this Proposal fully complies with the requirements of the RFP and all addenda and clarifications issued in regard to the RFP.


The undersigned also hereby certifies that no person acting for or employed by Peachtree City is directly or indirectly interested in this Proposal or any subsequent proposal, or in any contract which may be made under it, or in expected profits to arise therefrom; that the undersigned Offeror has not influenced or attempted to influence any other person or corporation to file a Proposal or any subsequent proposal or any other person or corporation; and that this submission is made in good faith without collusion or connection with any other person or corporation applying for the same work under a different Proposal.

The undersigned states that she or he has the necessary licenses, certifications, and professional credentials necessary to practice their respective professions within the State of Georgia.

Acknowledgement of Addenda. By Signing below, the interested Offerors acknowledges receipt of the following addenda to this RFP:

Addenda No. (if any) Email: Q&A regarding request for proposals (01/05/26)

SIGNED UNDER THE PENALTY OF PERJURY:

Signature: 
(Signature of Authorized Agent)

Print Name: Geoff Koski

Title: President

Firm Name: Bleakly Advisory Group Inc. d/b/a KB Advisory Group

Date: 01/13/26

Project Number: 26-106PDS

Project Name: Annexation Plan RFP



Attachment B – E-Verify Form

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses and ID cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

16123
Federal Work Authorization User Identification Number

11/04
Date of Authorization

KB Advisory Group
Name of Contractor

Annexation Study
Name of Project

Peachtree City
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on JAN 13, 2026 in Atlanta (city), GA (state).

[Signature]
Signature of Authorized Officer or Agent

Geoff Koski
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 13 DAY OF January, 2026.

A. Smith
NOTARY PUBLIC
My Commission Expires: 11/12/2029





Attachment C - Terminations Form

Not applicable – No Terminations



Attachment D - Cost of Services Proposal

The undersigned have become thoroughly familiar with the terms and conditions affecting the performance and costs of the work and hereby proposed and agrees to fully perform the work in strict accordance with the listed Scope of Work, including furnishing any and all labor, material, and equipment to provide the services, as outlined, and any other miscellaneous expenses involved.

Fee Structure for Labor/Personnel

This rate should be an all-inclusive rate.

PERSONNEL	ALL-INCLUSIVE HOURLY RATE
Geoff Koski	\$16,250
Tate Wilson	\$26,000
Trevor Bulter	\$22,750

Total Cost: \$ \$65,000

Fee Structure for Material/Equipment

This rate should be an all-inclusive rate.

MATERIAL/EQUIPMENT	ALL-INCLUSIVE RATE
Not applicable	

Total Cost: \$ _____

Fee Structure for Miscellaneous Expenses

This rate should be an all-inclusive rate.

MISCELLANEOUS EXPENSES	ALL-INCLUSIVE RATE
Not applicable	

Total Cost: \$ _____

Grand Total Cost: \$ \$65,000



H. Sample Contract

KB agrees to use the City's standard agreement form

I. Additional Work Samples

[McDonough Annexation Study \(Excerpt\)](https://mcdonough.granicus.com/MetaViewer.php?view_id=1&clip_id=124&meta_id=10866)

https://mcdonough.granicus.com/MetaViewer.php?view_id=1&clip_id=124&meta_id=10866

[Feasibility Study for the Proposed City of Mulberry in Gwinnett County, GA](https://www.gwinnettforum.com/wp-content/uploads/2024/01/City-of-Mulberry-Feasibility-Study-Report_1_05_24-copy.pdf)

https://www.gwinnettforum.com/wp-content/uploads/2024/01/City-of-Mulberry-Feasibility-Study-Report_1_05_24-copy.pdf

[Buckhead De-Annexation Fiscal Analysis](https://www.buckhead.com/wp-content/uploads/2021/09/BuckheadDe-AnnexationFiscallImpact-Copy.pdf)

<https://www.buckhead.com/wp-content/uploads/2021/09/BuckheadDe-AnnexationFiscallImpact-Copy.pdf>

[Peachtree Creek Greenway Economic Impact Analysis](https://peachtreecreek.org/wp-content/uploads/2025/05/Peachtree-Creek-Greenway-Economic-Impact-Assessment-2025-final.pdf)

<https://peachtreecreek.org/wp-content/uploads/2025/05/Peachtree-Creek-Greenway-Economic-Impact-Assessment-2025-final.pdf>

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Harold Layton 02/05/2026
Kelly Bush, Financial & Administrative Services Director 02/06/2026
Chris Hobby, Assistant City Manager 02/06/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: 02-26-03 Reallocate Pebble Pocket Splash Pad CIP Funding

Recommendation:

Approve the reallocation of funds from the Pebblepocket Splash Pad project to other CIP projects within Park Enhancements in the amount of \$391,000.

Discussion:

Reallocate funds from the Pebblepocket Splash Pad project to Park Enhancements to purchase several items including

- A new video trailer in the amount of \$120,422
- Shade structures at All Childrens Playground in the amount of \$18,441
- Shade structures at Glenloch pool in the amount of \$25,000
 - \$85,000 already allocated for this project with a project cost of \$110,000
- A new playground in the area of the Meade Complex Pickleball courts in the amount of \$227,137

Budget Impact:

Reallocate current CIP funds for the Pebblepocket Splash Pad to other CIP projects within Park Enhancements. This is budget neutral with no additional funding being allocated.

Attachments:

1. Budget Amendment 26-18 Reallocate Pebblepocket

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Yasmin Julio, City Clerk/ Director of Executive Services 02/02/2026
Kelly Bush, Financial & Administrative Services Director 02/05/2026
Chris Hobby, Assistant City Manager 02/06/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: 02-26-04 FY26 Budget Amendment- Readyly Agreement

Recommendation:

Approve budget amendment 26-17 for the reallocation of funding for an AI-powered resident engagement service.

Discussion:

Implementing an AI-powered resident engagement service would provide Peachtree City with 24/7 support via web chat, phone, and text, making it easier for residents to access information, report issues, and navigate city services without increasing staff workload. The platform would reduce repetitive inquiries to staff, improve after-hours responsiveness, and ensure urgent issues, such as utilities or public works concerns, are routed and escalated more quickly. In addition, the system offers data and analytics to help the City identify trends, improve communications, and allocate resources more efficiently across departments. Overall, this service supports improved customer service, operational efficiency, and a more responsive local government experience for residents.

The city budgeted funds for the 2025 general election; however, due to the Statewide election held at the same time, the city saved those funds. We recommend reallocating some of the election funds to pay for this service.

Budget Impact:

No increase to budget. Funds are being reallocated from one department to another.

Attachments:

1. Proposal to Peachtree City, GA for AI-Powered Citizen Services
2. SaaS Agreement_Readyly_Peachtree City GA
3. Budget Amendment 26-17 AI Software

Proposal to the Peachtree City, GA for AI-Powered Citizen Services

Overview: This proposal outlines a tailored implementation of Readyly’s AI Resident Engagement platform for the Peachtree City, GA. The solution delivers 24/7 resident support via web chat, phone, and text—reducing staff workload, improving after-hours responsiveness, and making it easier for Peachtree City residents to access services, report issues, and get timely answers about city operations, permits, utilities, parks, and public works.

Current Challenges & Pain Points

- **Repetitive Inquiries:** Staff frequently answer questions like “How do I pay my utility bill?”, “Where can I find information about city events?”, and “How do I report a streetlight outage?”—often multiple times per day.
 - **Call Routing Gaps:** Residents are sometimes transferred between departments or struggle to find the right contact, especially for utilities, parks, and recreation.
 - **Information Access:** Many citizens call because they can’t easily find answers on the city website or across multiple domains, leading to frustration and increased call volume.
 - **After-Hours Coverage:** With no live support after-hours, urgent issues (e.g., water main breaks, public works emergencies) may not be routed promptly, and routine requests must wait.
 - **Tracking & Analytics:** Requests arrive through various channels, making it difficult to track trends, identify gaps, or allocate costs across departments.
-

Why Readyly?

Readyly enables limited staff to deliver consistent, accurate service at scale—automating routine tasks and improving communication across channels with AI.

- **AI Front Desk:** 24/7/365 resident support via phone, web chat, and SMS—answering, routing, and escalating inquiries while reducing transfers and voicemails.
- **Website Navigation & AI Search:** Helps residents find pages, forms, and updates—minimizing frustration and handoffs, especially for frequently changing information like event schedules and permit requirements.
- **Insights from Interactions:** Identify trends, information gaps, and opportunities to improve resident communications, tailored to the most common service requests.
- **Integration with Existing Systems:**
 - Phase 1 - BS&A integration - enables residents to check the permits status.
 - Phase 2 - Elements integration - enables residents to check the status of work orders.
- **Security & Accessibility:** Compliant with SOC 2 Type 2, HIPAA, ISO 27001, GDPR, and WCAG 2.1 accessibility standards.

Readyly Capabilities

Readyly stands apart as the most secure, comprehensive, and client-focused AI platform for local government—delivering proven results, continuous quality, and minimal burden on staff.

- **Unmatched Security:** The most secure resident-facing AI in local government, with more security certifications than any other platform.
- **Minimal Client Burden:** Fast, turnkey installation with Readyly handling all setup and ongoing maintenance, minimizing demands on city staff.
- **All-Inclusive Customer Support:** 24/7 Readyly support from onboarding through the entire term—no upcharges for languages, channels, security, or updates.
- **Best-in-Class Quality Assurance:** Hourly and daily automated monitoring of performance and accuracy to ensure consistently high service levels.
- **Performance & Value:** Consistently outperforms peers in speed, accuracy, and breadth—plus a credit-based model that ensures cities get maximum value and usage.
- **Agentic AI Leadership:** The first and only agentic AI network purpose-built and deployed for local government, enabling advanced workflows and automation.

Business Case for an AI Receptionist Platform

Readyly's AI platform delivers measurable value for Peachtree City by automating routine inquiries, improving urgent response, and scaling service without additional staff.

- **Cost Efficiency & Hard Savings:** Readyly's platform can handle thousands of routine calls and chats per month, reducing manual staff workload by up to 20 hours/month per resident-facing staff. For a city the size of Peachtree City, this can translate to significant annual savings by minimizing manual responses and follow-ups to routine inquiries.
- **Faster Awareness & Response for Urgent Issues:** AI instantly triages and escalates emergencies (e.g., water main breaks, public works, parks), ensuring the right team is notified in real time—reducing response times from hours to minutes.
- **Always-On Service:** Residents get answers and support 24/7, even after hours or during staff shortages—improving satisfaction and reducing abandoned requests.
- **Scalable Without Headcount:** The platform flexes to meet demand—handling spikes in resident inquiries (such as during storms or city events) without hiring more staff or increasing wait times.
- **Data-Driven Improvements:** Analytics reveal trends, gaps, and high-volume topics, helping Peachtree City optimize communications, update web content, and allocate resources more effectively.

Pricing for AI Receptionist (Chat, Text, Email, Social, & Phone)

Annual Services Fee: \$35,000

- Includes approximately 140,000 annual interaction units, sized for Peachtree City (~41,000 residents) and intended to cover expected annual demand.
- Equivalent to approximately **\$4/hour** of continuous automated coverage, operating 24/7 with access to municipal policies and both local, county, and state codes.

Included Annual Usage (Capacity Allowance)

- The annual fee includes a pooled interaction allowance across all supported channels, providing flexibility as resident demand shifts over time.
- Usage covers web chat, search, SMS, social, Phone AI (transfers, FAQs, requests).
- Includes unlimited knowledge sources and unlimited integrations.

Interaction equivalency (for transparency)

- Chat, text, search, or social interaction: **1 unit**
- Phone call transfer only: **1 unit**
- Fully AI-handled phone call: **2 units**

Usage Monitoring & Budget Protection

- Weekly usage reports are provided automatically, with detailed usage and insights (including usage by date, sentiment, and escalation trends) available in the Readyly Portal.
- If usage trends indicate the City may exceed included annual capacity, Readyly will notify the City in advance to discuss options before any additional costs are incurred during the term.
- Additional capacity can be purchased in pre-approved 10K blocks at \$0.25 per unit, or billed monthly in arrears at \$0.35 per unit, only with City approval.

Onboarding & Term

- **One-time onboarding fee:** \$5,000 covers setup, configuration, training, and initial launch
- **Term:** 31 months, billed annually in advance.
- **Flexible exit:** The City may terminate at the **3, 12, or 24-month milestone** for convenience and receive a **pro-rated refund of any unused portion** of the annual services fee.

3-Year Cost Breakdown:

	Annual	Units	Subtotal	Onboarding	Total
Year 1- Prorated March-Sept	\$18,000	72,000	\$18,000	\$0	\$18,000
Year 2	\$35,000	140,000	\$35,000	\$5,000	\$40,000
Year 3	\$35,000	140,000	\$35,000	\$0	\$35,000
TOTAL					\$93,000

Estimated Annual AI Interaction Volume and Pricing Based on Projected Channel Usage

Channel	Traffic	Capture	Volume to AI	Units	Units Needed
Website	525,137	5%	26,257	1	26,257
AI Transfers	55,000	40%	22,000	1	22,000
AI Answer	55,000	60%	33,000	2	66,000
				TOTAL	114,257
				Buffer*	20%
				Total w/Buffer	137,108
				Rounded	140,000
				Interaction Unit	\$0.25
				Annual Plan	\$35,000.00

**Includes a 20% usage buffer to accommodate seasonal spikes and unexpected demand.*

Description of Services	Commercial Terms
<p>Readyly will provide an AI-powered Receptionist platform for citizen engagement featuring:</p> <ul style="list-style-type: none"> ● Multilingual AI chatbots, SMS, email, and voice-based AI agents ● Platform indexing of city-provided content (websites, PDFs, forms) and integration with third-party systems ● Configurable workflows to automate and streamline citizen services ● Staff-facing tools for real-time insights, analytics, and workflow management ● AI Agents capable of real-time information retrieval, task execution, and ongoing optimization 	<p>Onboarding Fee: \$5,000 one-time for setup, training, and testing (non-refundable)..</p> <p>Annual Services Fee: \$35,000 per year, including 140,000 interaction units per year.</p> <p>Term: The term of this Agreement is thirty-one (31) months from the Effective Date. Fees and included interaction units for the first contract year are prorated based on the Effective Date and total \$20,500, including 82,000 interaction units. All subsequent contract years are billed at the full annual rate, subject to appropriation.</p> <p>Interaction Units:</p> <ul style="list-style-type: none"> ● 1 unit for a chat, text, email, or social session ● 1 unit for a phone transfer only ● 2 units for an AI phone call (including any transfers) <p>Interaction units are issued annually upon billing and may be used at any time during the Term. Any unused interaction units expire at the end of the Term.</p> <p>Additional Units: Available in 10,000 unit increments at \$0.25/unit, or billed monthly in arrears at \$0.35/unit for usage exceeding included interaction units.</p> <p>Ongoing Support: Included (QA, dedicated Teams channel, workflow monitoring, proactive reviews).</p> <p>Processing Costs & Hosting Fees: included.</p> <p>Early Termination: City may terminate without cause only at the 3-, 12-, or 24-month milestones, effective solely on such date, by written notice delivered on or before the applicable milestone.</p> <p>Billing: Fees are billed annually in advance at the start of each contract year (prorated for the first year), subject to appropriation.</p>
<p>EFFECTIVE DATE: March 1st, 2026</p> <p>Once City and Readyly sign this order (“Order”), the Order, together with the attached Terms and Conditions (“Terms”) and any exhibits attached to the Terms (collectively, this “Agreement”) will constitute a binding agreement between the parties as of the Effective Date. Capitalized terms utilized but not defined in this Order are defined in the Terms.</p>	
<p>City of Peachtree City, GA (“City”)</p> <p>By:</p> <p>Name & Title: Justin Strickland, City Manager</p> <p>Address: 151 Willowbend Road, Peachtree City, GA 30269</p> <p>Date:</p> <p>Email: jstrickland@peachtree-city.org</p>	<p>Sunlight Technologies, Inc. (dba “Readyly”)</p> <p>By:</p> <p>Name & Title: Kristofer A. Sandor, CEO</p> <p>Address: PO Box 663, Greens Farms, CT 06838</p> <p>Date:</p> <p>Email: kris@readyly.com</p>
<p>Billing Contact Name: Yasmin Julio</p> <p>Billing Address: 151 Willowbend Road, Peachtree City, GA 3026</p>	<p>Billing Contact Email: yjulio@peachtree-city.org</p> <p>Billing Instructions:</p>

READYLY TERMS AND CONDITIONS

This Agreement is the entire agreement of the parties regarding the Services. It includes the Order, all exhibits attached to these Terms, and all the other terms and conditions incorporated into this Agreement by reference. This Agreement supersedes all prior or contemporaneous agreements, proposals, negotiations, conversations, discussions, and understandings, written or oral, with respect to the Services and all past dealings or industry customs. In the event of a conflict between the terms of these Terms and the terms and conditions of the applicable Order, the terms of the Order will govern. In the event of a conflict between this Agreement and any applicable statute, ordinance, or mandatory governmental procurement requirement, such statute, ordinance, or requirement will control.

1. Readyly Services.

1.1. Offerings.

1.1.1. Software Services. Readyly provides various software offerings. Each offering, if selected, is set forth in the applicable Order. Such Order outlines the following: (a) the nature of the services to be provided by Readyly (“**Services**”), (b) the period during which the Services will be provided (the “**Term**”), (c) the number of Users (as defined below) authorized to use the Services, and (d) the fees for the Services during the Term (“**Fees**”).

1.1.2. Subject to the terms and conditions of this Agreement, Readyly will make the Services available to City and City’s authorized users (each, a “**User**”) for City’s internal governmental purposes by using commercially reasonable efforts to provide the Services. The parties agree that the Services provided by Readyly are non-exclusive. For the avoidance of doubt, it is agreed by the parties that Readyly is not under any obligation to notify City in case of providing similar Services to any other public entity or commercial business.

1.2. Service Levels. Readyly will provide the service level standards set forth in Exhibit A (“**Service Level Standards**”).

1.3. Ownership of Intellectual Property. For purposes of this Agreement, “**Intellectual Property Rights**” means all patent rights, copyrights, moral rights, trademark rights, trade secret rights, and other proprietary rights recognized under applicable law, including applications and registrations for any of the foregoing.

City agrees that Readyly shall own the rights, titles, and interests to the intellectual property in or relating to the Services and/or any customizations developed by Readyly during the performance of this Agreement thereof. City shall not attempt to register any of the intellectual property rights similar thereto. Readyly agrees that City shall own the rights, titles and interests to the intellectual property rights in or relating to technology developed by City to enable Services. Further, all improvements, modifications, or derivatives created by either party to the Intellectual Property Rights in or relating to the Readyly application, Services and/or any customizations thereof (collectively, “**Derivative IP**”) during the course of this Agreement shall be owned solely by Readyly. The Parties may negotiate and execute a separate agreement for a limited license to such Derivative IP. Nothing in this Agreement shall provide Readyly with ownership, or other intellectual property rights, in any of City’s intellectual property. Any City intellectual property shared with Readyly in connection with the Services may be used solely as reasonably necessary to provide and improve the Services and will not give Readyly any Intellectual Property Rights in City’s intellectual property.

1.4. Support and Security. Readyly will provide support for the Services, including to the standards described in Exhibit A, and security for the Services in accordance with the standards outlined in Section 10 (Confidentiality and Privacy) and Readyly’s security policies. In addition to the service levels in Exhibit A, Readyly will:

(a) establish and maintain a dedicated Microsoft Teams or equivalent communications channel for direct communication between City and Readyly’s support team, with availability and escalation procedures as reasonably necessary to support the Services;

(b) actively monitor AI workflows for performance and identify areas for improvement; and (c) provide optional

monthly or quarterly reviews to assess usage, recommend enhancements, and inform City of relevant system updates. Readyly reserves the right to make changes to the support and/or security terms for the Services during the Term; however, if such a change results in the material degradation of the level of support for the Services or the level of protection of City Data and no workaround has been provided by Readyly, then City may terminate this Agreement by providing Readyly with written notice within thirty (30) days from the date of notification of such change.

(c) maintain an information security, privacy, and accessibility program aligned with recognized industry standards, including SOC 2 Type II, ISO/IEC 27001, the NIST AI Risk Management Framework, and WCAG 2.1 AA, and support compliance with applicable data protection laws, including GDPR where applicable. To the extent the Services process protected health information (“PHI”) on behalf of City, Readyly will comply with applicable HIPAA requirements as set forth in the Data Processing Addendum. Readyly does not represent or warrant compliance with law enforcement–specific, sector-specific, or other regulatory frameworks unless expressly agreed in writing by the parties.

2. Use Requirements.

2.1. Passwords. City is responsible for maintaining the confidentiality of its User passwords, IDs, and other credentials and login information (collectively, “**Passwords**”), and City agrees that Readyly has no liability arising from the use of any Passwords. City acknowledges that Passwords are personal to each User, and City is responsible for ensuring that each Password is used only by the applicable User. Each party must notify the other without undue delay if it has reason to believe that the security of its account, systems, or credentials has been compromised or if the Services have been accessed by unauthorized individuals.

2.2. City Data.

2.2.1. City Data Use. City grants Readyly a non-exclusive, royalty-free, worldwide, sub-licensable (solely to Readyly’s service providers and subprocessors) right and license to reproduce, modify, and store all electronic data or information provided by City to Readyly via or in connection with the Services (“**City Data**”) solely in connection with the Services. As between the parties, City owns all City Data.

2.2.2. Retention and Deletion of City Data.

- **Active Accounts:** City Data is retained for as long as the City’s account remains active.
- **Expired Accounts:** City Data enters an “expired” state when the City’s account is closed or the Agreement terminates. Expired City Data will be retained for ninety (90) days, after which the account and related data will be deleted, subject to retention required by applicable law. City is responsible for downloading its City Data prior to account closure.
- **Temporary Suspension:** If the City’s account is temporarily suspended as permitted under this Agreement, the account will be inaccessible during the suspension period but may be reinstated if the underlying issue is resolved. City Data will be retained during such suspension period.
- **Backup and Final Deletion:** If an account remains suspended for ninety (90) days, the account will be closed and City Data will enter an expired state. City Data will be permanently deleted ninety (90) days thereafter, subject to retention required by applicable law.
- Backup, disaster recovery, and business continuity practices are governed by Readyly’s information security program and applicable internal controls and are not service level commitments unless expressly stated in an Order Form or Service Level Agreement.

2.3. Purpose and Limitation on Use: City Data shall be used solely for the provision of the Services under this Agreement. Readyly may use City Data to configure, adapt, and improve the Services provided to the City, including for classification, tagging, routing, and workflow optimization. Any use of City Data for AI training or fine-tuning beyond direct service delivery shall be limited to anonymized or aggregated City Data, such that City-specific, identifiable, or attributable content is not reused outside of the City’s Services.

Under no circumstances will Readyly permit City Data to be used by third-party AI providers for training or fine-tuning their models. Readyly's use of enterprise-level large language models via API does not involve the storage or use of City Data by such providers for training or fine-tuning purposes. Under no circumstances will Readyly use City Data for any commercial purpose outside of the services explicitly defined in this Agreement, unless express written consent is obtained from City.

- 2.4. No Sale or Monetization of City Data. Readyly shall not sell, rent, lease, license, disclose, or otherwise make City Data or Personal Data available to any third party for monetary or other valuable consideration, nor use such data for advertising, profiling, or cross-context behavioral advertising. Readyly may use City Data solely as necessary to provide, maintain, and improve the Services in accordance with this Agreement and the Data Processing Addendum.

3. Fees and Payment Terms.

- 3.1. Fees. City will pay the Fees as set forth in the applicable Order Form. Readyly will issue invoices in accordance with the Order Form, and City will pay all undisputed invoiced amounts within thirty (30) days of receipt. All payments will be made in U.S. Dollars by check, ACH, or bank wire transfer to an account designated by Readyly.
- 3.2. Non-Engaged Sessions. Interaction units shall not be assessed for sessions in which a user does not meaningfully engage with the Services, including but not limited to phone calls or other sessions where the user disconnects prior to providing any input, remains silent, abandons the session immediately, or otherwise fails to initiate an interaction. Readyly will classify such sessions as non-engaged and exclude them from usage calculations based on system logs and interaction metadata.
- 3.3. Taxes. Fees are exclusive of all sales, use, or similar transaction taxes imposed by any governmental authority, excluding taxes based solely on Readyly's net income. City will be responsible for such taxes unless City provides a valid exemption certificate.
- 3.4. No Refunds. Except as expressly provided in Section 4 (Term and Termination), all Fees paid or payable under this Agreement are non-refundable.
- 3.5. Pricing Changes. Fees are fixed for the Term set forth in the applicable Order Form. Any changes to pricing must be agreed to in writing by the parties and will apply only to a subsequent Term.
- 3.6. Early Termination (Fees). In the event of any early termination of this Agreement, City remains responsible for payment of Fees incurred through the effective date of termination.

4. Term, Termination, and Effects of Termination.

- 4.1. Term. This Agreement commences on the Effective Date and continues for the Term set forth in the applicable Order Form, unless earlier terminated in accordance with this Section 4. Any renewal of the Agreement must be agreed to in writing by the parties and is subject to the availability and appropriation of funds.
- 4.2. Termination for Cause. Either party may terminate this Agreement for cause upon written notice if the other party materially breaches this Agreement and fails to cure such breach within thirty (30) days after receipt of written notice describing the breach in reasonable detail.
- 4.3. Effects of Termination. Upon any expiration or termination of this Agreement: (a) all rights and licenses granted to City under this Agreement will immediately terminate; (b) City will pay to Readyly all Fees due and payable for Services performed through the effective date of termination; and (c) any usage-based Fees incurred prior to termination will remain payable in full.
- 4.4. Non-Appropriation. Notwithstanding any other provision of this Agreement, the City's obligations under this Agreement are contingent upon the appropriation of funds by the City's governing body. In the event sufficient funds are not appropriated for the continuation of the Services, the City may terminate this Agreement, in whole

or in part, without penalty, upon written notice to Readyly. In such event, any prepaid Subscription Fees shall be prorated through the effective date of termination. The onboarding fee shall remain non-refundable.

- 4.5. Early Termination Without Cause. City may terminate this Agreement without cause only if and to the extent expressly permitted in the applicable Order Form, and only in accordance with the timing and conditions specified therein.
- 4.6. Survival. Notwithstanding any termination or expiration of this Agreement, the following sections will survive: Section 2.3 (Purpose and Limitation on Use), Section 3 (Fees and Payment Terms), Section 6 (Disclaimer), Section 7 (Indemnification), Section 8 (Intellectual Property Infringement), Section 9 (Limitation of Liability), Section 10 (Confidentiality and Privacy), Section 11 (Restrictions), Section 12 (Force Majeure), and Section 13 (General Provisions).

5. Representations and Warranties.

Each party represents and warrants that

- (a) it is validly existing and in good standing under the laws of the place of its establishment or incorporation,
- (b) it has full corporate power and authority to execute, deliver, and perform its obligations under this Agreement,
- (c) the person signing this Agreement on its behalf has been duly authorized and empowered to enter into this Agreement, and
- (d) this Agreement is valid, binding, and enforceable against it in accordance with its terms.

Further, City possesses the necessary rights and consents to grant Readyly the rights set forth in this Agreement with respect to City Data.

6. Disclaimer.

Except as expressly set forth in Section 5 (Representations and Warranties), the Services are provided on an “AS IS” and “AS AVAILABLE” basis, without any representations, warranties, covenants, or conditions of any kind, whether express, implied, statutory, or otherwise, including any implied warranties of merchantability, title, fitness for a particular purpose, or non-infringement.

Without limiting the foregoing, and except as expressly set forth in this Agreement, Readyly, its affiliates, and its licensors do not represent or warrant that:

- (a) access to or use of the Services will be secure, timely, uninterrupted, error-free, or operate in combination with any other hardware, software, systems, or data;
- (b) the Services will meet City’s requirements or expectations or produce any particular results;
- (c) any stored data will be accurate, complete, or reliable, or will not be lost, damaged, or corrupted;
- (d) any errors or defects will be corrected or that patches or workarounds will be provided;
- (e) the Services or the servers that make the Services available are free of viruses or other harmful components; or
- (f) third-party disruptions or security breaches will be prevented.

7. Indemnification.

Readyly, at its sole expense, shall defend City from and against any third-party claim, suit, action, or proceeding (each, a “Claim”) arising out of Readyly’s performance of the Services under this Agreement, and shall indemnify City from any damages, judgments, settlements, fines, penalties, costs, and expenses (including reasonable attorneys’ fees) finally awarded by a court of competent jurisdiction or agreed to in a settlement approved in advance and in writing by Readyly (collectively, “Losses”).

Notwithstanding the foregoing, Readyly shall have no obligation under this Section with respect to any Claim arising from or relating to:

- (a) City Data or materials provided by or on behalf of City;
- (b) use of the Services other than in accordance with this Agreement or applicable documentation;
- (c) modification of the Services not made by or on behalf of Readyly;
- (d) use of the Services in combination with products, services, software, or systems not provided by Readyly, if the Claim would not have arisen but for such combination; or
- (e) acts or omissions of City or any third party not acting under Readyly's direction.

The obligations under this Section are conditioned upon City:

- (i) providing prompt written notice of the Claim (provided that failure to do so will not relieve Readyly of its obligations except to the extent materially prejudiced);
- (ii) granting Readyly sole control of the defense and settlement of the Claim, including selection of counsel (except that City's prior written consent is required for any settlement imposing an affirmative obligation or admission of liability on City); and
- (iii) providing reasonable cooperation at Readyly's expense.

8. Intellectual Property Infringement.

8.1. Remedies. In the event of any third-party claim alleging that all or a portion of the Services, as provided by Readyly and used by City in accordance with this Agreement, infringe, misappropriate, or otherwise violate any third-party Intellectual Property Rights, or if Readyly reasonably believes such a claim may be brought, Readyly may, at its sole discretion and expense:

- (a) replace the applicable Services with non-infringing services;
- (b) modify the applicable Services to make them non-infringing;
- (c) procure for City the right to continue using the Services; or
- (d) terminate this Agreement upon thirty (30) days' written notice to City.

8.2. Sole Remedy. This Section sets forth City's sole and exclusive remedy, and Readyly's sole obligation, with respect to claims of infringement, misappropriation, or violation of Intellectual Property Rights described in this Section, subject to Readyly's indemnification obligations set forth in Section 7 (Indemnification).

9. Limitation of Liability.

9.1. Exclusion of Certain Damages. Except for the Excluded Claims set forth in Section 9.3 (Excluded Claims), in no event will either party be liable to the other for any indirect, incidental, consequential, special, exemplary, or punitive damages, or for any loss of profits, revenue, data, goodwill, or anticipated savings, arising out of or related to this Agreement, even if advised of the possibility of such damages and regardless of the legal or equitable theory (contract, tort, strict liability, or otherwise) on which the claim is based.

9.2. Liability Cap. Except for the Excluded Claims set forth in Section 9.3, the total aggregate liability of either party arising out of or related to this Agreement shall not exceed the total Fees payable under this Agreement over the full Term.

9.3. Excluded Claims. The limitations set forth in Sections 9.1 (Exclusion of Certain Damages) and 9.2 (Liability Cap) will not apply to:

- (a) Readyly's indemnification obligations under Section 7 (Indemnification);

- (b) damages arising from a party's fraud or willful misconduct; or
- (c) a party's breach of its confidentiality obligations under Section 10 (Confidentiality and Privacy).

9.4. Insurance Limits Not a Cap. The limits of insurance maintained by Readyly will not be deemed to limit its liability under this Agreement.

10. Confidentiality and Privacy.

10.1. Confidential Information. "**Confidential Information**" means all information disclosed (whether orally, in writing, or in other tangible or intangible form) by one party (the "Disclosing Party") to the other party (the "Receiving Party") that relates to the Disclosing Party or this Agreement and that is designated as confidential or proprietary at the time of disclosure, or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure. Confidential Information does not include any record or other information that City is required to disclose pursuant to applicable public records or open records laws, including the Georgia Open Records Act. Nothing in this Agreement restricts City's obligations under such laws.

10.2. Exclusions. Confidential Information does not include information that the Receiving Party can demonstrate:

- (a) is or becomes publicly available without breach of this Agreement;
- (b) was lawfully known to the Receiving Party prior to disclosure by the Disclosing Party;
- (c) was independently developed by the Receiving Party without use of or reference to the Confidential Information;
- (d) was lawfully received from a third party without restriction on disclosure; or
- (e) was approved for disclosure by the Disclosing Party in writing.

10.3. Confidentiality Obligations. The Receiving Party will:

- (a) use Confidential Information solely to perform its obligations or exercise its rights under this Agreement;
- (b) protect Confidential Information using at least the same degree of care it uses to protect its own confidential information of similar nature, but in no event less than reasonable care; and
- (c) not disclose Confidential Information except to its directors, officers, employees, contractors, and agents who have a need to know such information for purposes of this Agreement and who are bound by confidentiality obligations no less protective than those set forth herein.

These obligations will survive for five (5) years following termination or expiration of this Agreement.

10.4. Compelled Disclosure. The Receiving Party may disclose Confidential Information to the extent required by applicable law, regulation, or court order, provided that, to the extent legally permitted, the Receiving Party gives the Disclosing Party prompt written notice of such requirement and reasonably cooperates with the Disclosing Party in seeking protective treatment or limiting the scope of disclosure.

10.5. Remedies. The Receiving Party acknowledges that unauthorized disclosure or use of Confidential Information may cause irreparable harm for which monetary damages may be inadequate. Accordingly, the Disclosing Party may seek injunctive or equitable relief, in addition to any other remedies available at law or in equity, without the necessity of posting bond.

10.6. Privacy; Data Processing. To the extent Readyly processes City Personal Data on behalf of City in connection with the Services, the Data Processing Addendum ("DPA") available at <https://www.readyly.com/dpa>, as it exists on the Effective Date, is incorporated by reference and governs such processing.

Readyly may update the DPA from time to time to reflect changes in applicable law, regulatory guidance, security practices, or subprocessors. Readyly will notify City in writing of any material changes to the DPA. City may object to a material change by providing written notice to Readyly within thirty (30) days of receiving such notice.

If City objects to a material change, Readyly and City will cooperate in good faith to resolve the objection. If the parties are unable to resolve the objection, either party may terminate the Agreement solely with respect to the affected Services, without penalty, upon written notice.

10.7. Data Location and Transfers. Readyly will process and store City Data, including Personal Identifiable Information (“PII”), within the United States. Readyly may maintain backups in multiple U.S. regions for redundancy and disaster recovery purposes. Any transfer of City Data outside the United States will require City’s prior written consent and compliance with applicable law.

10.8. Subprocessors. Readyly may engage subprocessors to process City Data in accordance with the DPA and remains responsible for such subprocessors to the extent required under the DPA.

11. Restrictions.

Except as expressly authorized by this Agreement, City will not, and will not permit any User or third party to:

- (a) modify, disclose, alter, translate, or create derivative works of the Services or any component thereof;
- (b) license, sublicense, resell, distribute, lease, rent, lend, transfer, assign, or otherwise make the Services available to any third party;
- (c) use the Services to store or transmit viruses, malicious code, or other harmful materials;
- (d) copy, frame, or mirror any part or content of the Services, except as expressly permitted under this Agreement;
- (e) use the Services to develop or build a product or service that is competitive with the Services, or copy any features or functions thereof;
- (f) interfere with or disrupt the integrity or performance of the Services or related systems;
- (g) attempt to gain unauthorized access to the Services or their related systems or networks;
- (h) publicly disclose or publish any performance information or benchmarking analysis relating to the Services, except as required by applicable law or to City’s auditors, advisors, or regulators subject to confidentiality obligations;
- (i) remove, alter, or obscure any proprietary notices or labels on the Services;
- (j) disclose or make available any passwords or access credentials issued by Readyly;
- (k) reverse engineer, decompile, disassemble, or otherwise attempt to derive the source code or underlying structure of the Services, except to the extent such restriction is prohibited by applicable law;
- (l) circumvent or attempt to circumvent any security or access control mechanisms of the Services;
- (m) take any action that imposes an unreasonable or disproportionately large load on the Services;
- (n) use the Services in violation of applicable law; or
- (o) cause or permit any User or third party to do any of the foregoing.

12. Force Majeure.

Except for payment obligations under this Agreement, neither party will be liable for any failure or delay in performance to the extent caused by circumstances beyond its reasonable control, including acts of God, flood, fire, earthquake, or explosion; war, invasion, or hostilities (whether or not war is declared); terrorist threats or acts; sabotage or piracy; riot or other civil unrest; government order, law, or action; embargoes or blockades; strikes, labor stoppages or slowdowns, or other industrial disturbances; widespread failures of utilities or communications infrastructure; interruption or termination of services provided by third-party service providers used by Readyly; or plague, epidemic, pandemic, outbreaks of infectious disease, or other public health crises (including quarantine or employee restrictions) (each, a “**Force Majeure Event**”).

The affected party will use commercially reasonable efforts to mitigate the impact of the Force Majeure Event and to

resume performance as soon as reasonably practicable.

13. General Provisions.

- 13.1. Governing Law and Venue. This Agreement will be governed by and construed in accordance with the laws of the State of Georgia, without regard to its conflict of law principles. Venue for any action arising out of or relating to this Agreement shall lie exclusively in the state courts of competent jurisdiction located within the State of Georgia, unless otherwise required by applicable law.
- 13.2. Audit Rights. Readyly may audit City's use of the Services, itself or through an independent third party, solely to verify City's compliance with this Agreement. Any such audit will be conducted during normal business hours upon reasonable prior notice and in a manner that does not unreasonably interfere with City's operations.
- 13.3. Analytics and Usage Data. City acknowledges and agrees that Readyly may collect, use, and store aggregated and anonymized data and metrics relating to the use and performance of the Services ("**Analytics Data**") for purposes of operating, maintaining, improving, and benchmarking the Services. Analytics Data will not include City Confidential Information or Personal Identifiable Information and will not identify City or any individual.
- 13.4. Ownership. As between the parties, and subject to the rights expressly granted in this Agreement, Readyly and its affiliates retain all right, title, and interest in and to the Services and any related technology. Nothing in this Agreement transfers ownership of intellectual property rights except as expressly stated herein.
- 13.5. Publicity. City consents to Readyly identifying City as a customer of Readyly and to Readyly's use of City's name and logo for such customer identification purposes, including on Readyly's website and in customer lists, without further approval. Any use of City quotes, testimonials, detailed descriptions of City's use of the Services, press releases, case studies, or other public-facing marketing materials beyond customer identification will require City's prior written approval, which may be granted or withheld in City's sole discretion.
- 13.6. Claims Period. To the extent permitted by applicable law, any claim or cause of action arising out of or relating to this Agreement must be brought within twelve (12) months after the claim arose, or such claim will be barred.
- 13.7. Assignment. Neither party may assign, transfer, or delegate this Agreement, in whole or in part, whether by operation of law or otherwise, without the prior written consent of the other party, which shall not be unreasonably withheld or delayed; provided, however, that Readyly may assign this Agreement without Town's consent in connection with a merger, acquisition, corporate reorganization, or sale of all or substantially all of its assets, upon prior written notice to Town, so long as the assignee agrees in writing to be bound by the terms of this Agreement. Any attempted assignment in violation of this Section will be null and void.
- 13.8. Binding Effect. This Agreement will be binding upon and inure to the benefit of the parties and their respective successors and permitted assigns.
- 13.9. Modifications and Waivers. No amendment or waiver of this Agreement will be effective unless in writing and signed by authorized representatives of both parties. The failure of either party to enforce any provision will not constitute a waiver of future enforcement of that or any other provision.
- 13.10. Severability. If any provision of this Agreement is held to be invalid, illegal, or unenforceable, the remaining provisions will remain in full force and effect, and the parties will negotiate in good faith to substitute a valid provision that most closely reflects the original intent of the parties.
- 13.11. Counterparts; Electronic Signatures. This Agreement may be executed in counterparts, each of which will be deemed an original, and all of which together will constitute one instrument. Signatures exchanged electronically or in PDF format will be deemed original signatures.

14. Insurance.

Readyly shall not commence work under this Agreement until it has provided City with satisfactory evidence of insurance meeting the requirements set forth below. Readyly shall require any subcontractor performing material services under this Agreement to maintain insurance reasonably consistent with the requirements applicable to such subcontractor's scope of work.

14.1. Commercial General Liability

14.1.1. Readyly shall maintain Commercial General Liability Insurance written on an occurrence basis, with limits of not less than:

- **\$1,000,000** per occurrence
- **\$2,000,000** general aggregate

14.1.2. Coverage shall include:

- Bodily injury
- Property damage
- Personal and advertising injury
- Products/completed operations
- Contractual liability
- Independent contractors

14.1.3. The policy shall:

- Be written on an ISO Occurrence Form CG 00 01 (or equivalent)
- Name City, its officers, officials, employees, and agents as additional insureds with respect to liability arising out of Readyly's performance under this Agreement, using ISO forms CG 20 10 and CG 20 37 (or equivalent);
- Be primary and non-contributory with respect to any insurance maintained by City

14.2. Technology Errors & Omissions / Cyber Liability

Readyly shall maintain Technology Errors and Omissions and/or Cyber Liability insurance covering acts, errors, or omissions arising out of the performance of the Services, including data breach, privacy violations, and service failures, with limits of not less than **\$1,000,000** per claim and in the aggregate.

Such coverage shall be written on a "pay on behalf of" basis and include a duty to defend.

14.3. Workers' Compensation and Employer's Liability

Readyly shall maintain Workers' Compensation insurance in accordance with applicable Georgia law and Employer's Liability insurance with limits of not less than **\$100,000** for each accident or disease.

14.4. Evidence of Insurance

Prior to execution of this Agreement, and upon reasonable request thereafter, Readyly shall provide City with certificates of insurance evidencing the required coverages and limits. Additional insured endorsements shall be provided upon request.

14.5. Notice of Cancellation

Readyly shall use commercially reasonable efforts to provide City with thirty (30) days' prior written notice of cancellation or non-renewal of any required policy, or ten (10) days' notice in the event of cancellation for non-payment of premium, to the extent such notice is provided by the insurer.

14.6. Insurer Qualifications

All policies shall be issued by insurers authorized to do business in the State of Georgia and having an A.M. Best rating of A-:VII or better.

14.7. Effect of Insurance

The insurance requirements set forth herein are intended to allocate risk between the parties and shall not be construed to expand, limit, or waive any liability, indemnity, or limitation of liability provisions set forth elsewhere in this Agreement. Failure to maintain required insurance shall constitute a material breach of this Agreement.

15. Execution; Acceptance of Order Form and Exhibits.

Execution of this Agreement by an authorized representative of either party, whether on a signature block included herein or on any signature page added to this Agreement, constitutes acceptance of and agreement to all terms of this Agreement, including the Order Form and all exhibits, schedules, and attachments included in or incorporated into this Agreement, including the pricing, term, and scope set forth therein.

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EXHIBIT A
SERVICE LEVEL STANDARDS

Service Levels

Readyly will use commercially reasonable efforts to make the Services available **99.9%** of the time during each calendar month (“**Availability**”), excluding the periods described under **Exclusions** below.

An “Outage” means any period during which the Services are unavailable due to a cause within Readyly’s reasonable control. Availability does not apply to any beta, preview, pilot, or non-production feature that Readyly has expressly designated as such in writing. No beta feature will be enabled in a production environment without the City’s prior notice and consent. For clarity, beta features are optional features made available for evaluation purposes and are not required for core Service functionality.

Readyly will actively monitor emergency and safety-related workflows on a **24/7/365** basis to ensure appropriate response and escalation.

Service Credits

If Readyly fails to meet the Availability commitment in a given calendar month, City will be eligible to receive a service credit (“Service Credit”) calculated as a percentage of the **monthly Subscription Fees** for the affected Services, as set forth below:

<u>Service Availability</u>	<u>Service Credit</u>
Less than 99.9%	4%
Less than 99.0%	8%
Less than 98.0%	10%

Service Credits:

- Are non-transferable
- Will be applied as a credit against the next invoice
- Will not exceed 10% of the applicable monthly Subscription Fees for the affected month

To receive a Service Credit, City must submit a written request to Readyly within thirty (30) days following the end of the applicable calendar month and provide reasonable information demonstrating that City was adversely affected by the outage. Service Credits are calculated based on the single applicable Availability tier achieved in the month and are not cumulative.

Exclusions

Availability calculations exclude downtime caused by:

- Planned maintenance for which Readyly provided at least **two (2) business days’ prior notice**, except in the case of emergency maintenance;
- Force Majeure Events;
- Actions or omissions of City or its Users;
- City systems, integrations, or City-controlled websites;
- Internet service provider or network outages outside of Readyly’s control; or
- Emergency actions reasonably required to address security vulnerabilities or prevent material harm.

Sole Remedy

Notwithstanding anything to the contrary in the Agreement, the Service Credits described in this Exhibit A are **City’s sole and exclusive remedy** for any failure by Readyly to meet the Availability commitments set forth herein.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Clint Murphy, Fire Chief 02/05/2026
Kelly Bush, Financial & Administrative Services Director 02/05/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: 02-26-05 FY26 Budget Amendment- Fire Training Tower

Recommendation:

Approve the purchase of and the FY26 budget amendment 26-15 to allocate funds for the construction of a Fire Training Tower at Fire Station 81.

Discussion:

The Fire Department is requesting the allocation of funds for the construction of a Fire Training Tower on the training grounds at Fire Station 81. The 3.5-story engineered structure will meet the NFPA 1402 Standard for Fire Training and Associated Props. To maintain our current Insurance Services Office rating, it is necessary to construct this training tower and a prepped site of at least two acres. The tower components and construction/installation on-site will cost \$199,900. The tower and site prep with concrete pad combined will not exceed the allocated \$353,000.

Budget Impact:

The requested budget amendment will increase revenue and expenditure in the General Fund 100 and the CIP Fund 335 (through an interfund operating transfer). The funding will come from reserves.

Attachments:

1. Budget Amendment 26-15 Fire Tower

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Shayla Reed, Planning Director 02/03/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: 02-26-06 Consider a text amendment to revise land use regulations to permit Cosmetic Tattooing and Microblading

Recommendation:

Consider a Text Amendment to revise land use regulations for Cosmetic Tattooing and Microblading.

Discussion:

The City Council has requested staff to draft an ordinance to address Cosmetic Tattooing/Microblading Services.

A review of the current codes determined that the Zoning Ordinance does not define 'Tattoo Parlors,' but restricts them in General Commercial (GC) zoning under Sections 1006.2a and 1006C.1.2 (Property Rezoned to GC). The Ordinance also does not refer to "Cosmetic Tattooing, Microblading Services, or Body Art" in the Zoning Ordinance. These terms are only referenced in Chapter 42, Health and Sanitation.

Previously Requested Information by the Planning Commission

Distance Between Similar Uses:

Various surrounding Metro-Atlanta cities have ordinances that restrict the proximity of certain commercial establishments to prevent over-saturation or to protect residential areas.

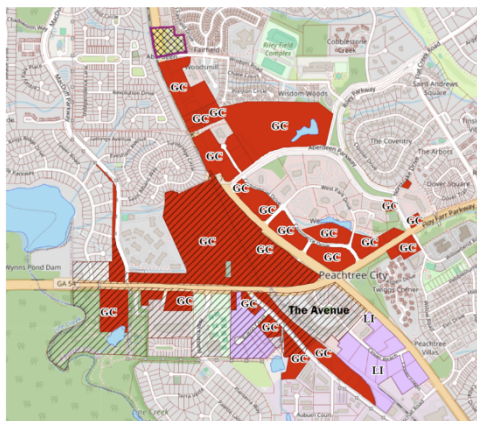
- **City of Newnan:** Zoning Ordinance imposes spacing rules for adult entertainment establishments, including adult bookstores, theaters, and cabarets. No such business may be located: within 1,000 feet of two or more other adult businesses.
 - City of Newnan also has distance requirements for package liquor stores governing the separation of liquor stores from other uses and each other by 1,500 feet.

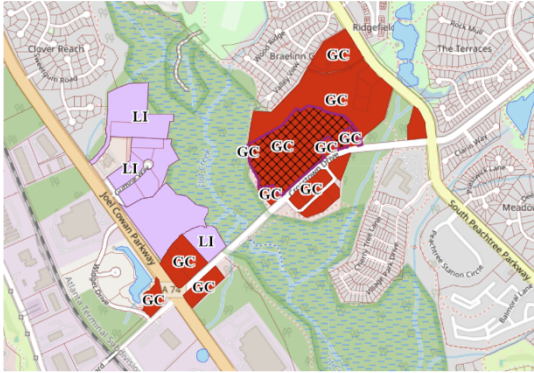
- **Coweta County:** Zoning Ordinance imposes distance requirements governing the separation of package liquor stores from other uses and each other by 1,000 feet.
- **City of Atlanta:** Zoning for truck stops cannot be located within 1,000 feet of other truck stops, schools, or parks.
- **City of South Fulton:** Zoning for certain outdoor commercial amusements includes separation requirements, such as a 1,000-foot distance between similar uses on a Minor Arterial Road and a half-mile distance on Urban Collector or Local Streets.
 - City of South Fulton has distance requirements for adult and family qualified group residences.
- **Cobb County / City of Marietta:** The zoning code in Marietta places a 200-foot separation requirement between an automotive repair shop and any residentially zoned property.

Map Identifying Current Zoning Classifications:

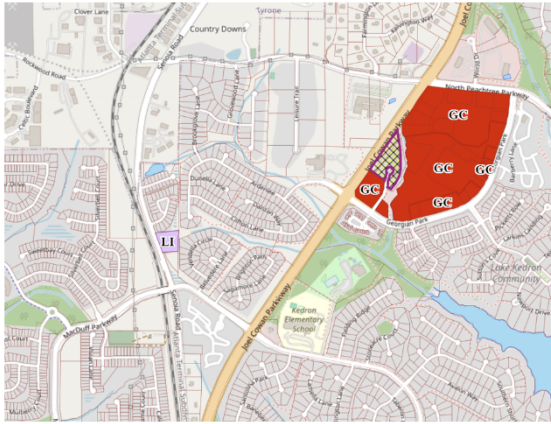
The following maps illustrate locations where LI (Light Industrial) zoning districts are immediately adjacent to GC (General Commercial) parcels. This information is provided to demonstrate how the proposed uses, if permitted, could be located in proximity to existing General Commercial areas and benefit from similar locational characteristics and supporting amenities.

- (GC) General Commercial
- (LI) Light Industrial





Hwy 74 and Braelinn Village



Senoia Road and Kedron Village

Proposed Definitions

In order to regulate such uses, definitions would be needed. Staff is recommending the following definitions to assist with the current discussion:

- **Tattoo** means to mark or color the skin by pricking in, piercing, or implanting indelible pigments or dyes under the skin. Such term includes cosmetic tattooing and microblading of the eyebrow.
- **Cosmetic tattoo** means a tattoo, by someone other than a licensed physician, which includes but is not limited to microblading of the eyebrow, lips, and other parts of the body for beauty marks, hair imitation, or eyeliner to resemble makeup. This term includes any procedures whether referred to as but not limited to, microdermapigmentation, imcropigment implantation, microneedling with the use of pigment, or any other similar procedure.
- **Microblading** of the eyebrow means a form of cosmetic tattoo artistry where ink is deposited superficially in the upper three layers of the epidermis using a handheld or machine powered tool made up of needles known as a microblade to improve or create eyebrow definition, to cover gaps of lost or missing hair, to extend the natural eyebrow patter, or to

create a full construction if the eyebrows have little to no hair. Attached are samples of the proposed text amendment.

- **Body art** means the practice of physical body alteration, including, but not limited to, the following techniques: body piercing and cosmetic tattooing. Body art does not include practices that are considered medical procedures by the Georgia State Medical Board, which shall not be performed in a body art studio. Body art does not include the painting of the skin with temporary, non-indelible inks, paints, or dyes. Body art does not include piercing of the outer perimeter or lobe of the ear with pre-sterilized, single-use stud and clasp ear piercing systems.

Proposed Language

The City Council has asked for proposed language to either permit or restrict the services of Cosmetic Tattooing/Microblading Services.

As a permitted use, Staff has drafted the following:

- Defining Tattoo, Cosmetic Tattooing, Microblading Services, and Body Art studios.
- Sec. 1007. - LI light industrial district.
(1007.3) Conditional uses.
(e) Cosmetic Tattooing, Microblading Services, or Body Art studios
(1) No establishments shall be located closer than 5,000 feet to another such establishment, as measured by a straight line connecting the closest edges of the parcels on which each such establishment would be located. Every applicant for a new occupation tax registration, for such an establishment shall submit, with application, a survey verifying that this distance requirement has been met.

Note: If Cosmetic Tattooing, Microblading Services, or Body Art studios are allowed, “Tattoo Parlors” are proposed to continue as a Prohibited Use in “GC (General Commercial)” and “Properties Rezoned to General Commercial.”

As a non-permitted use, Staff has drafted the following:

- Defining Tattoo, Cosmetic Tattooing, Microblading Services, and Body Art studios.
- Sec. 1006. - GC general commercial district.
(1006.2a) Prohibited uses: The following uses shall not be permitted in any GC zoning district:
(r) Tattoo Parlors, **Cosmetic Tattooing, Microblading Services, or Body Art studios**

- Sec. 1006C. - Property rezoned to GC.
(1006C.1.2) Uses not permitted.
(n) Tattoo Parlors, **Cosmetic Tattooing, Microblading Services, or Body Art studios**

During their September 8, 2025, the Planning Commission recommended approval of the proposed language to list said uses as permitted or non-permitted.

Budget Impact:

There are no budget impacts associated with this request.

Attachments:

- 1. Sec. 1006. GC general commercial district.
- 2. Sec. 1006C. Property rezoned to GC.
- 3. Sec. 1007. LI light industrial district DRAFT
- 4. Chapter 42 - Sec. 42-200 Definitions Draft

Sec. 1006. GC general commercial district.

(1006.1)

(1006.2)

(1006.2a) *Prohibited uses:* The following uses shall not be permitted in any GC zoning district:

- (a) Adult entertainment.
- (b) Adult novelty stores, book stores, entertainment centers, theatres, and amusement facilities, peep shows and/or massage parlors.
- (c) Automobile sales.
- (d) Bail bond services.
- (e) Bingo parlor.
- (f) Blood bank and/or plasma center.
- (g) Check cashing facilities.
- (h) Cemetery.
- (i) Crematory.
- (j) Extended stay lodging facilities.
- (k) Facilities for dumping, disposal, incineration or reduction of garbage or refuse.
- (l) Group homes.
- (m) Kennels.
- (n) Open yard for the sale, rental and/or storage of materials or equipment, including junk or salvage materials.
- (o) Pawn shops, second hand stores, closeout or liquidation stores, flea markets and/or bankruptcy or fire sales.
- (p) Scrap and salvage services.
- (q) Second-hand clothing and/or thrift stores.
- (r) Tattoo parlors-, Cosmetic Tattooing, Microblading Services, or Body Art studios

Sec. 1006C. Property rezoned to GC.

(1006C.1) Stephens tract commercial.

(1006C.1.1) Permitted uses.

(1006C.1.2) Uses not permitted.

- (a) Hotel or motel.
- (b) Cocktail lounge, disco or dance hall.
- (c) Automobile repair facilities, including oil change facilities and emissions testing centers.
- (d) Automobile washing facilities.
- (e) Automobile sales and leasing (new and used vehicles).
- (f) Boat sales and leasing (new and used).
- (g) Establishments whose primary business is the sale of gasoline or diesel.
- (h) Animal hospitals or veterinary clinics with outdoor kennel facilities.
- (i) Adult novelty stores, book stores, entertainment centers, theatres, and amusement facilities, peep shows and massage parlors, provided that this restriction shall not prohibit a day spa from locating within the development.
- (j) Bingo parlor, bowling alley, pool hall, billiards parlor, skating rink and roller rink.
- (k) Electronic gaming centers where the primary business is from game playing.
- (l) Pawn shops, second hand stores, closeout or liquidation stores, flea markets, bankruptcy or fire sales, provided that this restriction shall not prohibit a consignment store from selling new and/ or unused merchandise.
- (m) Blood bank and plasma centers.
- (n) Tattoo parlors-, Cosmetic Tattooing, Microblading Services, or Body Art studios
- (o) Check-cashing facilities.
- (p) Facilities for dumping, disposal, incineration or reduction of garbage or refuse.
- (q) A site for day laborers to congregate or to solicit work.
- (r) Transportation facility or terminal.
- (s) Self-service storage facilities, i.e., mini-warehouses.
- (t) Off-street auto parking facility.
- (u) Open yard for the sale, rental, and/ or storage of materials or equipment, including junk or salvage materials.

Sec. 1007. LI light industrial district.

(1007.1) *Intent of district.*

(1007.2) *Permitted uses.*

(1007.3) *Conditional uses.* The following uses shall be permitted in any LI zoning district on a conditional basis:

- (a) Open yard for the storage of materials or equipment, excluding junk or salvage materials, provided that the area is entirely screened from the street and adjoining properties by a suitable fence or wall at least six feet in height above finished grade. The above required fence or wall must provide for a reasonable visual separation between the use and adjoining properties.
- (b) Church or other place of worship, on the following conditions:
 - (1) Notwithstanding any other requirements in this section, the following conditions shall apply to all churches regardless of zoning district.
 - (2) Minimum zoning lot area is three acres.
 - (3) Minimum lot width is 100 feet.
 - (4) Minimum setback area, front:
 - Building: 40 feet
 - Parking: 20 feet
 - (5) Minimum setback area, side: 15 feet.

Note: If adjoining a residential lot, the building setback shall be 75 feet.
 - (6) Minimum setback area, rear: 30 feet.

Note: If adjoining a residential zoning lot, the building setback shall be 75 feet.
 - (7) Maximum building height: As approved by the fire marshal.
 - (8) All zoning lots shall have direct access onto an arterial, major collector road or have access to an arterial, major collector or industrial/commercial road via a minor collector.
 - (9) No parking shall be permitted within 20 feet of the property line of any adjoining residential zoning lot.
 - (10) Parking and/or service areas shall be separated from adjoining residential lots by a suitable fence or wall six feet in height or a suitable evergreen planting screen six feet in height at time of planting. The required fence, wall, or evergreen planting screen must provide for a reasonable visual separation between properties. No fence or wall in excess of four feet may be placed in a setback area adjoining a public street.
 - (11) Any existing church in any zoning district may comply with either the requirement existing prior to enactment of this ordinance, or they may comply with the conditions of this section. They shall not be permitted to comply with various sections of both requirements.
- (c) Indoor and/outdoor athletic training facility on the following conditions:
 - (1) The owner of the property shall provide documentation to the city indicating there is sufficient parking on the site to accommodate the proposed use as well as the other tenants within the building, and that parking will not interfere with existing service courts, loading docks and/or

truck traffic. As a part of this exercise, the owner of the property shall also include a detailed site plan identifying where parking will be provided for each use within the building.

- (2) The tenant space shall have a dedicated entrance that is not shared with other tenants within the building.
 - (3) The tenant space shall have dedicated bathroom facilities that are not shared with other tenants within the building.
 - (4) The tenant space shall be separated from other uses within the building with appropriate fire walls and contains a fire sprinkler system designed for assembly activities.
 - (5) The tenant space shall contain a self-contained HVAC system which does not circulate air from other tenants within the building.
 - (6) The tenant space shall contain a dedicated space inside the building designed to "hold" patrons until picked up by their parent or authorized designee. The intent of this provision is to provide a safe area inside of the building as opposed to having children waiting outside of the building.
 - (7) Should the athletic training facility include both indoor and outdoor facilities, the owner of the property shall provide a designated sidewalk and/or access route connecting the two facilities. The purpose of this designated connection is to separate patrons of the training facility from interacting with vehicular and/or truck traffic.
- (d) Telecommunications facilities and support structures in accordance with the provisions of the wireless telecommunications facilities ordinance.
- (e) Cosmetic Tattooing, Microblading Services, or Body Art studios
- (1) No establishments shall be located closer than 5,000 feet to another such establishment, as measured by a straight line connecting the closest edges of the parcels on which each such establishment would be located. Every applicant for a new occupation tax registration, for such an establishment shall submit, with application, a survey verifying that this distance requirement has been met.

ARTICLE V. BODY ART STUDIOS AND BODY ARTISTS¹

Sec. 42-200. Definitions.

Board of health means the Fayette County Board of Health or its duly authorized representatives.

Body art means the practice of physical body alteration, including, but not limited to, the following techniques: body piercing, tattooing, and cosmetic tattooing. Body art does not include practices that are considered medical procedures by the Georgia State Medical Board, which shall not be performed in a body art studio. Body art does not include the painting of the skin with tempura or temporary, non-indelible inks, paints, or dyes. Body art does not include piercing of the outer perimeter or lobe of the ear with pre-sterilized, single-use stud and clasp ear piercing systems.

Body art studio means any permanent building or structure in a planned commercial center on a permanent foundation, holding a valid city occupational tax certificate, wherein a body artist performs body art.

Body art studio permit means the authorization granted by the board of health to the owner to operate a body art studio. Such permit is the property of the Fayette County Board of Health.

Body artist means any person who performs body art.

Body piercing means puncturing or penetration of the skin or mucosa of a person with any sharp instrument and/or the insertion of jewelry or other adornment thereto in the opening.

Cosmetic tattoo means a tattoo, by someone other than a licensed physician, which includes but is not limited to microblading of the eyebrow, lips, and other parts of the body for beauty marks, hair imitation, or eyeliner to resemble makeup. This term includes any procedures whether referred to as but not limited to, microdermapigmentation, micro-pigment implantation, micro-needling with the use of pigment, or any other similar procedure.

Cosmetic tattooing means to mark or color the skin by pricking in, piercing, or implanting indelible pigments or dyes under the skin or mucosa. Cosmetic tattooing shall include permanent cosmetics, micro-pigmentation, permanent color technology, and micro-pigment implantation.

Microblading of the eyebrow means a form of cosmetic tattoo artistry where ink is deposited superficially in the upper three layers of the epidermis using a handheld or machine powered tool made up of needles known as a microblade to improve or create eyebrow definition, to cover gaps of lost or missing hair, to extend the natural eyebrow pattern, or to create a full construction if the eyebrows have little to no hair.

¹Editor's note(s)—Ord. No. 1064, § 2, adopted June 20, 2013, repealed and reenacted article V in its entirety to read as herein set out. Formerly, article V, §§ 42-200—42-204, pertained to tattooing, and derived from Ord. No. 928, § 1, adopted February 7, 2008.

Section 5 of Ord. No. 1064, adopted June 20, 2013, states the following: "This ordinance shall be in full force and effect upon its official adoption by the City Council and shall apply to all tattoo parlors, studios, or corporations not in operation or permitted by the State as of the date of adoption. Any tattoo parlor, studio, or corporation already in operation or already permitted by the State shall have a period of 12 months to comply with the provisions of the ordinance upon receiving written notification of its adoption."

Owner means the person, partnership, corporation, association, or any other form of business organization that owns, maintains, or controls a body art studio and who is responsible for the operation of the studio.

Parlor means the actual room of the body art studio where the body artist performs procedures.

Tattoo means to mark or color the skin by pricking in, piercing, or implanting indelible pigments or dyes under the skin or mucosa and includes the definition of tattoo as defined in O.C.G.A. § 31-40-1(1) and as may hereafter be amended. ~~The term "tattoo" also includes all forms of cosmetic tattooing. The term "tattoo" also includes all forms of cosmetic tattooing.~~

(Ord. No. 1064, § 2, 6-20-2013)

Sec. 42-201. Operating requirements; permit required.

- (a) No body artist shall operate within the corporate limits of the city outside of a body art studio.
- (b) No body art studio shall commence operation within the corporate limits of the city or obtain an occupational tax certificate from the city without first obtaining a body art studio permit from the board of health pursuant to state law (O.C.G.A. §§ 16-5-71, 16-12-5, 31-3-4, and O.C.G.A. tit. 31, chs. 5 and 40) and in accordance with the rules and regulations adopted on October 9, 2012, and as may be amended by the board of health in the future.
- (c) No owner shall allow a body art studio to remain in operation if the board of health suspends or revokes said permit, until said permit has been reissued.

(Ord. No. 1064, § 2, 6-20-2013)

Sec. 42-202. Violations.

Any owner body artist performing body art in violation of the requirements and restrictions of this division shall be guilty of a misdemeanor, and shall be punished as provided in section 1-11.

(Ord. No. 1064, § 2, 6-20-2013)

Sec. 42-203. Enforcement.

The responsibility for the issuance and revocation of body art studio permits and overall enforcement shall be vested in with the county health department. The provisions of this chapter may also be enforced by the city police department and the city code enforcement staff.

(Ord. No. 1064, § 2, 6-20-2013)

Secs. 42-204—42-299. Reserved.

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Mayor and City Council

VIA: Justin Strickland, City Manager

FROM: Shayla Reed, Planning Director 02/03/2026
Justin Strickland, City Manager 02/06/2026

DATE: February 12, 2026

SUBJECT: 02-26-07 Consider a text amendment to Section 917 of the city's Code of Ordinances related to Short-Term Rentals

Recommendation:

Consider a text amendment for a potential change to the Short-Term Rental Ordinance.

Discussion:

The purpose for the text amendment is to prepare for the FIFA World Cup coming to the United States with multiple matches being hosted in Atlanta. There is an expected impact of an influx of visitors to Fayette County, especially with the new US Soccer Headquarters being located here.

This ordinance change would allow anyone to provide their property as a short-term rental during the above timeframe without having to receive a permit from the City or pay fees to the City. This would allow interested citizens to take advantage of the "Augusta Rule" that is codified in IRS Section 280A. This means that the income earned from renting a home for 14 days or less is not subject to income tax.

Planning Commission Discussion:

During the January 26, 2026 Planning Commission meeting, Commissioners expressed the following concerns:

- The application and registration process should remain in effect.
- If a pause in permitting is allowed, the existing ordinance requirements should continue to be enforceable.
- A local point of contact for all rental properties should continue to be required by the city.

Budget Impact:

These potential STR operators would not pay for nor operate with permits during this time period, but regular operators would still need a permit to operate regularly throughout the year.

Attachments:

1. Sec. 917. Short term rental proposed text amendment

Sec. 917. Short term rental.

(917.1) Purpose.

- (a) The purpose of this section is to protect the public health, safety, and general welfare of individuals and the community at large; to monitor and provide reasonable means for citizens to mitigate impacts created by occupancy of short-term rental units; and to implement rationally based, reasonably tailored regulations to protect the integrity and character of neighborhoods in which short term rental use occurs.
- (b) This section is not intended to regulate hotels, motels, inns, or bed and breakfast establishments.

(917.2) *Zoning districts.* Short term rentals are permitted in all residential zoning districts and zoning districts where residential uses are permitted.

(917.3) Applicability.

- (a) It shall be unlawful for any owner of any property within the city to rent or operate a short term rental of residential property contrary to the procedures and regulations established in this section, other provisions of this Code, or any applicable state law.
- (b) The restrictions and obligations contained in this section shall apply to short term rentals at all times during which such residential properties are marketed and used as short term rentals.
- (c) The allowance of short term rentals pursuant to this section shall not prevent enforcement of additional restrictions that may be contained in restrictive covenants or other private contractual agreements or arrangements.
- (d) This section shall become effective on January 1, 2025; provided, however, that this section shall not be applicable or enforced for the period of June 1, 2026 through and including July 31, 2026.

(917.4) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Bedroom shall mean an attached room which is intended, arranged, or designed to be occupied by one or more persons primarily for sleeping purposes.

City shall mean Peachtree City, Georgia.

Garbage shall mean and include all waste and accumulation of animal, fruit, or vegetable matter that attends or results from the preparation, use, handling, cooking, serving or storage of meats, fish, fowl, fruit, vegetable matter of any nature whatsoever, which is subject to decay, putrefaction, and the generation of noxious and offensive gases and odors, or which may serve as breeding or feeding materials for flies and or germ-carrying insects. Garbage, for the purposes of this section, shall also include recyclable materials and rubbish, as defined in chapter 42 of this Code.

Guest shall mean anyone who has a home address somewhere other than where he or she is spending the night and other than where he or she pays a fee for accommodations.

Innkeeper shall mean any person who is furnishing for value to the public any room(s), lodging, or accommodations.

Local contact person shall mean a person, firm or agency representing an owner or owners of a short term rental who has access and authority to assume operational management of the short term rental and take remedial measures.

Noise regulations shall mean those regulations contained in the chapter 42, article VI, noise control, of this Code.

Occupancy, transient shall mean occupancy or use by a paying guest or tenant for a period of not more than 30 consecutive days or by the offering or advertising of a residence as being available in whole or in part to be used for such occupancy. Such occupancy is characteristic of short term rentals or other establishments, by whatever name called.

Operator shall mean any person operating a short term rental (as defined in this section) in the city, including but not limited to the owner or proprietor of the premises, lessee, lender in possession, or any other person otherwise operating a short term rental.

Owner shall mean a person or entity that holds legal and or equitable title to private property.

Premises shall mean and include all physical buildings, appurtenances, parking lots, and all property owned and/or used by and for the short term rental.

Private shall mean intended for or restricted to the occupants and or guests of the short term rental; not for public use.

Rental term shall mean the period of time a person rents or leases a short term rental.

Short term rental shall mean any residential property, facility, or structure used for transient occupancy providing overnight lodging and accommodations for not more than 30 consecutive days.

Special event or private function shall mean an organized activity for profit or non-profit having as its purpose entertainment, recreation and or education, including but not limited to a festival, party, reception, celebration or assembly.