

PERRY VILLAGE
ANNUAL “STATE OF THE VILLAGE” REPORT
FOR 2016

Village Mayor Stevens, Village Council, and Administrative staff, as a part of its implemented Perry Village Strategic Plan, offers to all Perry Village residents the first annual “State of the Village” report.

The format of this report will be presented in sections corresponding to the many Village service and administrative components that comprise our responsibilities.

The accomplishments completed or begun in 2016 will be outlined in summary form followed by planned objectives to be started and/or completed in 2017.

The presented 2016 overview and planned goals for 2017 will give Village residents a focused snapshot of the current “State of the Village” and its 2017 objectives to be implemented.

Much of our efforts in 2016 and planned objectives for 2017 are derived from the recently completed Perry Village Strategic Plan covering the five year period of 2016 through 2021. Since the Strategic Plan requires annual review and updating, it shall be used as a major component for our planning objectives on an annual basis.

Hopefully as you take the time to review this report, please note the supplemental appendix provided via on line links, this additional data will enhance your understand of this report as well.

Any resident unable to view or copy this report can obtain copies at the Village Hall. Please call the Village Hall (259-2671) so that they can be made available for you to pick up.

Questions which might require more information or clarification will be happy to be discussed with you upon request. Please call the Village

Hall stating area(s) you'd like to discuss and an appropriate Village individual will contact you.

THE FOLLOWING REPORT OUTLINE HAS BEEN ESTABLISHED TO PRESENT THE VARIOUS VILLAGE SERVICE CATAGORIES BY SECTION:

- A. Section One: Governance & Workforce Development**
- B. Section Two: Safety Forces - Police Department & Mayors Court**
- C. Section Three: Roads/Maintenance Department – Infrastructure & Storm Water**
- D. Section Four: Finance**
- E. Section Five: Parks & Recreation – Community Enrichment Events**
- F. Section Six: Economic Development – Planning Commission and Zoning Department**
- G. Section Seven: Communications**
- H. Strategic Plan – 2016 Accomplishments & 2017 Objectives**
- I. Appendix - Supporting Links**
- J. Roster of Annual Report Contributors**

SECTION ONE

GOVERNANCE & WORKFORCE DEVELOPMENT

2016 ACTIVITIES, ACCOMPLISHMENTS, AND 2017 PLANS

- **Mayor Stevens has established Council, staff and community sub committees to oversee and monitor Village responsibilities; these include: Finance/Budget, Safety/Police, Roads/Maintenance, Planning/Zoning, Parks/Recreation,**

Communications, Economic Development, and Community Enrichment.

- **Village Council Rules & Regulations have been reviewed and updated outlining Council member responsibilities.**
- **Comprehensive Fiscal policies and procedures have been established to include an investment policy which has been certified by The Association of Public Treasurers.**
- **Historical financial data for the last three years has been gathered so as to establish a baseline for planning future financial needs and for annual budget development.**
- **Capital Equipment schedules for the next five years have been developed for both the Roads and Police Departments.**
- **Emergency Response and Emergency Preparedness Plans have been developed and drilled.**
- **Staffing needs necessary to meet Village service goals for both the Roads/Maintenance & Police Departments have been reviewed and evaluated.**
- **Village wide operational policy and procedure manuals are in the process of being professionally reviewed and revised.**
- **The Village website has been redeveloped to provide in house editing and timely resident information distribution.**

2017 PLANS

- **Evaluate the Engineers Five Year Road Improvement Report recommendations and establish a schedule of annual paving projects.**
- **Continue to explore role of the Village's participation in the Perry Economic Development Council and accelerate PEDC involvement in order to achieve greater Village growth that will increase revenue for the Village.**
- **Develop and put into practice a system that would enable open, positive communications between all staff.**

- **Work toward ensuring that our emergency response systems are effective and that response times meet or exceed recommended response times.**
- **Evaluate the opportunities made available to all staff that provide for effective professional development.**

SECTION TWO

SAFETY SERVICES – POLICE & MAYORS COURT

2016 ACTIVITIES, ACCOMPLISHMENTS, AND 2017 PLANS

- **RMS computer was installed in Police Clerk's office.**
- **The Police Clerk has been deputized for Juvenile Court.**
- **NARCAN training for the Department officers has been completed and kits issued.**
- **The Police Department's Lt. & Sgt. received evidence room management training.**
- **Provided Perry Schools third graders a Department walk through and Police Department tour.**
- **Continued the Bike Helmet program.**
- **Participated in the Ohio Collaborative Police Department policy updates and certifications.**
- **Volunteered time in support of the annual Perry Fall Festival.**
- **Continued to provide a comprehensive SRO program to Perry Schools.**

2017 PLANS

- **Explore the establishment of a Perry Police Department Juvenile Division.**
- **Institute more opportunities for continuing education.**
- **Continue Department community policing programs and volunteering for community activities.**
- **Complete the review and updating of the Police Department Policy & Procedures Manuel.**

MAYORS COURT

- **Collected in 2016, \$20,716.00 in court fines and fees.**
- **Added \$1,226.00 to the courts computer fund.**

2017 PLANS

- **Mayor and Clerk to participate in continuing education opportunities and training related to managing an effective Mayor's Court.**

SECTION THREE

ROADS/MAINTENANCE DEPARTMENT PLUS INFRASTRUCTURE & STORM WATER

2016 ACTIVITIES, ACCOMPLISHMENTS, AND 2017 PLANS

- **Completed lighting changes to Village facilities to obtain improved electrical cost.**
- **Replaced the carpeting at the Village Hall.**
- **Continued servicing "in house" mechanical needs and repairs for Village vehicles & equipment.**

- **Completed additions to the Road Garage to store more equipment & salt.**
- **Replaced a Village pickup truck from the planned capital equipment reserve budget account.**
- **Completed \$90,000.00 of Storm Water 2016 projects, completion cost reimbursed to the Village.**
- **Staff donated time to the community Fall Festival, Car Show and Fish-a-tons.**
- **Evaluated Department employee positions to insure skills meet Village needs.**
- **Put into practice regular service activities that assist Village residents and businesses.**
- **Continued cooperative practices with other governmental entities.**
- **Department employees attended in service training involving Storm Water, OHSA, and the Ohio Safety Congress.**
- **Local in service training was held on the use of all Village equipment and vehicles.**
- **Continued to participate in the Perry Governmental Equipment Sharing Program.**
- **Finished and submitted a Department equipment replacement schedule.**

2017 PLANS

- **Complete and obtain approval for the planned 2017 Storm Water projects.**
- **Continue road repairs, crack sealing, and road stripping projects.**
- **Assist with the approved and planned resurfacing of Manchester Road.**

- **Continue all required and other available employee in service training.**
- **Investigate a street lighting replacement program that would enhance illumination and cut electrical cost.**
- **Complete planned facility capital projects involving door replacements and insulation upgrades.**
- **Expand Village Park electrical and water access that will enhance programming opportunities.**
- **Complete required road safety painting of Village cross walks, stop bars and railroad crossings.**

SECTION FOUR

FINANCE

2016 ACTIVITIES, ACCOMPLISHMENTS, AND 2107 PLANS

- **The 2016 budget finished the year within budget allowing for an excellent 2017 carryover balance.**
- **Completed long range planning & recommendations to fund reserve accounts in order to meet future capital equipment & project needs.**
- **Continue the oversight of the budget by the Finance Committee by holding public quarterly meetings.**
- **Continue the budget development practice of utilizing Council members, administrative staff and Department heads using historical data to evaluate future budgetary appropriations.**
- **Completed the installation and use of the State of Ohio UAN accounting records software program.**
- **Worked to identify resident income tax collection effectiveness by RITA. Put into effect legal notification, hearing, and income**

tax payment negotiations to insure all Village income taxes are paid.

- **Completed the required filings to the Village insurance and bonding companies seeking reimbursements for the recently adjudicated employee criminal case.**
- **Changed banks to reduce servicing cost and increase investment earnings.**

2017 PLANS

- **Explore possible changes to the Village policy health benefit practices in an effort to hold down employee health care cost.**
- **Fund and direct to restricted reserves the resources needed to meet Village capital needs as identified for the next five years.**
- **Maintain a focus to achieve completion of the remaining Strategic Plan recommended finance goals and objectives.**
- **Assist with the exploration of Economic Development opportunities that could grow Village income possibilities.**
- **CFO will work toward obtaining a Master Municipal Certification.**

SECTION FIVE

PARKS/RECREATION AND COMMUNITY ENRICHMENT

2016 ACTIVITIES, ACCOMPLISHMENTS AND 2017 PLANS

- **Began a Park feasibility plan to construct a Dog Park using volunteer and Village labor, fund raising activities, donation of materials, and Village Capital Project funds if necessary.**

- **Community enrichment planning discussions were begun to explore hosting more events/activities to be held throughout the year.**
- **Continued the partnership with the Perry Joint Recreation District to utilize the Park for its annual fund raising Festival plus youth sport practices and events.**
- **Studied the need and cost for park infrastructure improvements to expand electrical and water access within the park.**
- **Continued the research and feasibility to improve restroom facilities for the park.**
- **Coordinated and implemented two new community enrichment park events: “Dog Days” Program & Gospel Music Concert.**
- **Sponsored two community youth fishing derbies, a car show, and Police Dept. fund raising “Duck Derby”.**
- **Obtained two fishing grants to stock the Park pond.**
- **Provided support and participated in the Memorial Day Parade, Community Halloween program, and the Community Summer Sidewalk Sale.**
- **Completed grounds landscaping improvements to level wet low lying areas within the Park.**
- **Obtained a used Holiday lighting exhibit to eventually be displayed at the park for public viewing and other related holiday programming.**

2017 PLANS

- **Complete and dedicate for public use the planned “Dog Park” area.**
- **Begin planned infrastructure improvements that will enhance electrical and water availability.**
- **Continue the exploration to improve Park restroom facilities.**

- **Continue to plan for additional Community Enrichment events to be staged at the park while continuing those held in 2016.**
- **Continue to explore grant funding which would allow for exercise stations to be placed within the Park.**
- **Develop a plan to implement a 2017 Holiday light show with related seasonal programming and activities.**

SECTION SIX

ECONOMIC DEVELOPMENT/PLANNING COMMISSION/ZONING

2016 ACTIVITIES, ACCOMPLISHMENT, AND 2017 PLANS

- **Participated in the ribbon cutting ceremony for welcoming the Perry Village Pub to the Village business community. The Pub was presented with a wall mounting official Village Seal for their business.**
- **Worked with the Perry Economic Development Council to review and update its operational rules & regulations.**
- **Continued an active role in the Perry JEDD and Governmental Affairs Council.**
- **The planning Commission held meetings as needed to oversee its required responsibilities to rule and provide guidance on matters related to the Village's building and zoning ordinances.**
- **The Zoning Board held meetings as necessary to rule on zoning issues and requested appeals.**
- **The Zoning Department also continued its responsibility to monitor Point of Sale & Rental inspections, and granting of**

building permits for new residential and business structures when submitted.

2017 PLANS

- **Complete a Welcome to Perry Informational Document for distribution to Village businesses and service entities coming into Perry Village.**
- **Provide opportunities and work directly to assist businesses to promote themselves to Village and other area residents.**
- **Explore the placement of an informational sign on Route 20 at Center Road identifying businesses and other services available within Perry Village.**
- **Focus through current Village ordinances to hold residential property owners accountable regarding all property maintenance regulations.**
- **Continue with the Village Rental Inspection and Point of Sale programs.**
- **Explore all avenues to promote and encourage new economic business development within the Village.**
- **Begin a discussion for the planning of a long range plan to improve infrastructure and public areas within the Village.**

SECTION SEVEN

COMMUNICATIONS

2016 ACTIVITIES, ACCOMPLISHMENT, AND 2017 PLANS

- **Perry Village Council approved the development and distribution of the first ever Perry Village Strategic Plan. Its focus is to put into place a vision covering five years that outlines objectives to be accomplished covering all responsibility areas of the Village.**
- **An update of the Village website has been completed.**
- **Public meetings were held by Village committees, including those of the Planning Commission, Zoning, Parks, Strategic Planning, and Finance Committee allowing for residents to participate and comment on any issues within the Village.**
- **Monthly Council meetings and announced work sessions of Council also provided for regular opportunities for resident communications.**
- **Also for the first time, the Village will disseminate via the Village website, the first “State of the Village” Annual Report.**

2017 PLANS

- **Identify an “in house” trained staff to manage, edit, and update the website with the objective to disseminate timely Village and community information.**
- **Continue the practice of holding public meetings covering the operational activities of the Village.**
- **Continue the production and publication an Annual “State of the Village” Report highlighting its accomplishments and planned objectives to be focused upon in the next year.**

SECTION EIGHT

STRATEGIC PLAN

2016 ACCOMPLISHMENTS AND 2017 OBJECTIVES

- **Please go to the Appendix Section to link to the entire document. Your review will show those items accomplished in 2016 and the planned objective to be achieved in 2017**

APPENDIX

THE FOLLOWING SUPPORTING LINKS ARE ALSO AVAILABLE FOR REVIEW THAT WILL ENHANCE YOUR FURTHER UNDERSTANDING OF THIS REPORT.

- 1. PERRY VILLAGE STRATEGIC PLAN**
- 2. PERRY POLICE DEPARTMENT 2016 REPORT**
- 3. PERRY VILLAGE COUNCIL OVERSIGHT COMMITTEE ASSIGNMENTS**

ANNUAL REPORT CONTIBUTORS

ADMINISTRATIVE STAFF:

- **MAYOR VICKY STEVENS**
- **CFO – JOANNE CLAPP**
- **POLICE CHIEF – TROY HAGER**
- **ROAD & MAINTENANCE SUPERVISOR – CHARLES MACE**
- **MAYOR’S COURT CLERK – SHERRIE MURPHY**

PERRY VILLAGE COUNCIL

- **JIM GESSIC – PRESIDENT PRO TEMP**
- **PHIL CASSELLA**
- **MIKE GLOVER**
- **JOSH LAGANIA**
- **BECKY SHIMKO**
- **RICK WALKER**

OTHER CONTRIBUTORS

- **JEFF JENKINS - BUSINESS REPRESENTATIVE TO THE
STRATEGIC PLANNING COMMITTEE**
- **JEAN SCHONAUER – RESIDENT MEMBER APPOINTED TO
THE FINANCE AND STRATEGIC PLANNING COMMITTEES**
- **LEE GLOVER – RESIDENT APPOINTED STRATEGIC
PLANNING AND COMMUNITY ENRICHMENT COMMITTEES**
- **HEATHER KOPORC – WEBSITE INPUT**

APPENDIX LINK

2017 PERRY VILLAGE COUNCIL COMMITTEE OVERSIGHT ASSIGNMENTS

Jim Gessic – Police Dept., Finance, and Strategic Planning

**Phil Cassella – Finance, Planning Commission,
Parks/Recreation, and Strategic Planning**

**Mike Glover – Economic Development, Roads/Maintenance
Dept., and Strategic Planning**

**Rebecca Shimko – Planning Commission, Community
Enrichment, and Strategic Planning**

**Rick Walker – Communications, Finance, Fire Board, and
Strategic Planning**

**Josh Laganian – Parks, Fire Board, Community Enrichment, and
Strategic Planning**