



**TOWN COUNCIL MEETING**  
**July 02, 2026 at 7:00 PM**

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950 Senoia Road, Tyrone, GA 30290

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**Eric Dial**, Mayor

**Billy Campbell**, Mayor Pro Tem, Post 3

**Jessica Whelan**, Post 1

**Dia Hunter**, Post 2

**Maureen Wheeler**, Post 4

**Brandon Perkins**, Town Manager

**Dee Baker**, Town Clerk

**Dennis Davenport**, Town Attorney

**I. CALL TO ORDER**

**II. INVOCATION**

**III. PLEDGE OF ALLEGIANCE**

**IV. PUBLIC COMMENTS:** *Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

**V. APPROVAL OF AGENDA**

**VI. CONSENT AGENDA:** *All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

1. Approval of the June 18, 2026 minutes.

2. Consideration of a proposal from the University of Georgia's Carl Vinson Institute of Government to conduct a classification and employee salary study at a cost not to exceed \$20,233.00.

**VII. PRESENTATIONS**

**VIII. PUBLIC HEARINGS**

3. Public hearing regarding a front yard setback variance from applicant Ashley Dickie for the property at address 541 Senoia Road. **Phillip Trocquet, Assistant Town Manager**

**IX. OLD BUSINESS**

**X. NEW BUSINESS**

4. Consideration to approve a “Night Market” event sponsored by the Tyrone Downtown Development Authority (DDA) to include off-premises sales of alcohol at Shamrock Park on Friday, September 11th, 2026. **Phillip Trocquet, Assistant Town Manager.**

**XI. PUBLIC COMMENTS:** *The second public comment period is for any issue. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

**XII. STAFF COMMENTS**

**XIII. COUNCIL COMMENTS**

**XIV. EXECUTIVE SESSION**

**XV. ADJOURNMENT**

**TYRONE TOWN COUNCIL  
MEETING  
MINUTES  
June 18, 2026 at 7:00 PM**

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**Eric Dial**, Mayor  
**Billy Campbell**, Mayor Pro Tem, Post 3

**Jessica Whelan**, Post 1  
**Dia Hunter**, Post 2  
**Maureen Wheeler**, Post 4

**Brandon Perkins**, Town Manager  
**Dee Baker**, Town Clerk  
**Dennis Davenport**, Town Attorney

Also present:

Kate Chambers, Library Supervisor

**I. CALL TO ORDER**

**II. INVOCATION**

**III. PLEDGE OF ALLEGIANCE**

**IV. PUBLIC COMMENTS:** *Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

Mayor Dial clarified the meeting structure, including two 3-minute public comment periods per speaker, a council comment period at the end, and the offer for one-on-one conversations after the meeting. The public comment period was not meant for a back-and-forth conversation.

Carrie Klarl, who lives on Mann Road stated that the council was misled by the Fayette County Development Authority (FCDA) CEO and did insufficient research regarding data centers. She raised concerns about the project's location in a significant groundwater recharge area, risks of well contamination from "atypical wastewater" (containing antifreeze and heavy metals), and noise pollution. She asserted that the risks outweigh the benefits of tax revenue and jobs, and requested baseline studies of noise, water, and air quality from environmental engineers before permitting. She provided a map of the groundwater recharge area to the council.

Eric Larsen, who lives on Kellsworth Way, expressed frustration with the council's lack of transparency, noting the town website incorrectly states a data center was approved when only a rezoning was approved. He criticized the council for not explaining the rationale behind the project and urged them to take care of their constituents.

Ellie Varela, who lives on Mann Road, asked if Microsoft could prove the facility would not overload public water and wastewater systems, and if they would disclose all service and site agreements. She raised concerns about continuous low-frequency noise and asked if emergency services (fire marshal, EMS, police) would receive full emergency response plans prior to permitting to assess town capabilities. She asked the council what could be done to stop the project.

Mollie Larsen, who lives on Kellsworth Way, shared research on Microsoft's closed-loop cooling systems. She noted that a similar facility in a cooler climate (Wisconsin) still requires 350,000 gallons of water per day for evaporative cooling during warmer months. She urged the council to monitor a facility in Phoenix, Arizona, for performance metrics more comparable to Georgia's climate. She raised concerns about cross-contamination from the chemical-filled loops and asked how captured drippings and spills would be treated.

**V. APPROVAL OF AGENDA**

A motion was made to approve the agenda.

Motion made by Council Member Campbell, Seconded by Council Member Wheeler.  
Voting Yea: Council Member Campbell, Council Member Whelan, Council Member Hunter, Council Member Wheeler.

**VI. CONSENT AGENDA:** *All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

- 1. Approval of the June 4, 2026, meeting minutes.
- 2. The Recreation Department is seeking Council approval for Classic Canopies 60' X 30' tent rental contract for the America 250 event. Contract not to exceed \$1350.00.
- 3. Recreation Department is seeking approval for a pending rental agreement from Marques Amusements for the America 250 event in the amount of \$998.00.
- 4. Approve the hiring of Ms. Karen Twer for the Library's Children & Youth Services Librarian position.
- 5. Approval to hire Ms. Katie Swann for the Town's Engineering Specialist position.

A motion was made to approve the consent agenda.

Motion made by Council Member Whelan, Seconded by Council Member Hunter.  
Voting Yea: Council Member Campbell, Council Member Whelan, Council Member Hunter, Council Member Wheeler.

**VII. PRESENTATIONS**

**VIII. PUBLIC HEARINGS**

**IX. OLD BUSINESS**

- 6. Consideration to approve the FY 2026/2027 General Fund Budget of \$12,770,799.11 and the Other Funds Budget of \$6,069,828.71. Brandon Perkins, Town Manager

Town Manager Brandon Perkins presented the final budget for the 2026-2027 fiscal year. The General Fund budget was initially presented as \$12,770,799.11, representing a \$270,468 (2.1%) decrease from the current year. The budget maintains a millage rate of 2.889 mills for the 19th consecutive year and utilizes \$3,180,446 in fund balance. Key changes include an \$870,000 decrease in Public Works, a \$195,000 increase in Parks & Recreation (for events like "America 250"), and a \$168,734 increase in Administration (primarily IT costs). The budget includes a 3% salary cost-of-living adjustment. Mr. Perkins requested that an additional \$40,000 be added to the Administration budget (bringing the General Fund total to \$12,814,799.11) to fund a comprehensive employee pay study by the Carl Vinson Institute at UGA.

Council Member Campbell sought clarification on the "Other Funds" budget. Mr. Perkins explained it includes SPLOST, Sewer, Museum, Tree, Confiscated Asset, and Founders Day funds. Council Member Wheeler confirmed the \$40,000 pay study would be drawn from the fund balance and asked if a step-based pay system was considered. Mr. Perkins clarified that the study will address the step system. Council Member Wheeler asked about Parks & Recreation programming, and staff noted efforts to attract new classes and speakers. Council Member Whelan praised staff for effective budget management. Council Member Campbell expressed a desire to postpone the SPLOST dam-related projects due to financial uncertainties, though they remain in the budget.

A motion was made to approve the adoption of the Fiscal Year General Fund Budget of \$12,814,799.11

Motion made by Council Member Campbell, Seconded by Council Member Hunter.  
 Voting Yea: Council Member Campbell, Council Member Whelan, Council Member Hunter, Council Member Wheeler.

A motion was made to approve the Other Funds Budget of \$6,069,828.71.

Motion made by Council Member Hunter, Seconded by Council Member Campbell.  
 Voting Yea: Council Member Campbell, Council Member Whelan, Council Member Hunter, Council Member Wheeler.

- 7. Consideration to approve the 2027 Comprehensive Plan Steering Committee. Brandon Perkins, Town Manager

Mr. Perkins presented the proposed list of citizen members for the 2027 Comprehensive Plan Steering Committee, formed from 50 applications. The committee represents diverse professional backgrounds and a geographic cross-section of the town. Council Member Jessica Whelan is the proposed council representative.

Mayor Dial asked Mr. Parnell (in the audience) the correct spelling of his first name, which was Isiah Parnell. Council Member Wheeler asked if council representation was mandatory and declined to join to avoid overcommitting. Council Member Hunter confirmed committee meetings will be open to the public.

A motion was made to approve the 2027 Comprehensive Plan Steering Committee.

Motion made by Council Member Campbell, Seconded by Council Member Wheeler.  
Voting Yea: Council Member Campbell, Council Member Whelan, Council Member Hunter, Council Member Wheeler.

**X. NEW BUSINESS**

- 8. Consideration to approve updates to Article VIII of Chapter 22 of the Town’s Code of Ordinances regulating massage establishments. Brandon Perkins, Town Manager

Mr. Perkins presented proposed updates to the massage establishment ordinance (last updated in 2004) to proactively prevent illicit activities. Proposed changes included requiring state licenses, shifting fees to the official schedule, requiring floor plans, prohibiting residential occupancy, authorizing business-hour inspections, and updating appeal procedures. Mr. Perkins initially proposed permitted operating hours of 7:00 a.m. to 10:00 p.m. Mayor Dial and Council Member Wheeler questioned if 10:00 p.m. was too late. Town Attorney Dennis Davenport confirmed that council has legal authority to mandate specific business hours. Police Chief Randy Mundy recommended 9:00 a.m. to 6:00 p.m., noting a local reputable chain operates within those hours. Council Member Wheeler determined 10:00 p.m. was too late. Council Member Hunter confirmed with staff that the new hours would retroactively apply to existing businesses. The hours of operation of 8:00 a.m. to 7:00 p.m. were agreed upon by Council.

A motion was made to approve updates to Article VII of Chapter 22 of the Town's Code of Ordinances regulating massage establishments.

Motion made by Council Member Wheeler, Seconded by Council Member Campbell.  
Voting Yea: Council Member Campbell, Council Member Whelan, Council Member Hunter, Council Member Wheeler.

- 9. Consideration to approve a Resolution requesting the General Assembly for the State to pass local legislation calling for a referendum determining whether to impose a Local Homestead Option Sales Tax (LHOST) for Fayette County. Brandon Perkins, Town Manager

Mr. Davenport provided everyone an update on the Local Homestead Option Sales Tax (LHOST) legislation. He explained that Fayette County had submitted its local act to the General Assembly and that council’s action would allow Tyrone to do the same. He stated that the legislation not only authorizes an LHOST but also changes the definition of homestead.

If approved by voters in a November referendum, LHOST revenues would be used to offset homestead property taxes, potentially resulting in significant tax reductions for homeowners.

Mr. Davenport explained that because the legislation changed the definition of homestead, each taxing jurisdiction must obtain its own local act from the General Assembly.

The resolution before the Council requested that the legislature adopt a local act for the Town of Tyrone to allow a future referendum on the tax.

He also discussed the proposed implementation date, noting that the draft resolution listed January 1, 2028, based on guidance from the Georgia Municipal Association. However, he recommended changing the date to January 1, 2027, consistent with Fayette County's resolution, to avoid missing any opportunity for earlier implementation if permitted by future legislation. Mr. Davenport concluded by noting that, if approved, the resolution would be delivered to the General Assembly the following week and would require approval by both the House and Senate. He added that many other cities and counties are pursuing similar local legislation.

A motion was made to approve a Resolution requesting the General Assembly for the State to pass local legislation calling for a referendum determining whether to impose a Local Homestead Option Sales Tax (LHOST) for Fayette County, with the change from 2028 to 2027.

Motion made by Council Member Hunter, Seconded by Council Member Whelan.  
Voting Yea: Council Member Campbell, Council Member Whelan, Council Member Hunter, Council Member Wheeler.

- 10. Consideration to Award the 2026 Stormwater Inspection Services project number PW-2026-10 to Integrated Science and Engineering (ISE) in the amount of \$15,350.00. Jake Canter, Environmental Specialist

Mr. Canter shared that the town is required by EPD to inspect 20% of its MS4 inventory annually. ISE will use specialized remote-controlled cameras to inspect catch basins and pipes, provide maintenance summaries, and update GIS mapping. Council Member Campbell asked about previous in-house work and camera equipment. Mr. Cantor explained that the volume of structures (1,700+) makes in-house work time-consuming and ISE possesses superior camera equipment. Council Member Campbell confirmed the cost covers 254 pipes and 366 structures, and that next year's cost should be lower as the town gets ahead of schedule. Council Member Hunter commended Mr. Canter for his responsiveness and coordination.

A motion was made to award the 2026 Stormwater Inspection Services project number PW-2026-10 to Integrated Science and Engineering (ISE) for \$15,350.00.

Motion made by Council Member Whelan, Seconded by Council Member Campbell.  
Voting Yea: Council Member Campbell, Council Member Whelan, Council Member Hunter, Council Member Wheeler.

**XI. PUBLIC COMMENTS:** *The second public comment period is for any issue. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

Mr. Lewis, who lives on Ashmere Court, shared his concern regarding the ongoing work on the Adams Lake Dam project and a 2023 overgrowth inspection.

As a homeowner who owns part of the dam property, he requested that the town not postpone the project and effectively communicate their plans, as he needs to know whether to conduct his own maintenance and anticipates losing privacy in his backyard.

Eric Larsen addressed the contrasting golf cart registration fees, noting Tyrone residents pay \$250 to register in Peachtree City, while Peachtree City residents pay \$60 to register in Tyrone. He requested that the council contact Peachtree City officials to negotiate a more reasonable fee.

Ellie Varela shared concerns regarding the massage ordinance amendment, stating that reducing operating hours harms small business owners. She also highlighted a Microsoft email document lacking specific technical data regarding water usage, discharge temperature, decibel levels, and disturbed acreage, pointing out heavy projected traffic (500-600 worker vehicles) during construction.

Carrie Klarl stated that residents were informed Project Rita is a done deal but argued the council should work to eliminate risks. She emphasized the groundwater recharge area location and complained that residents were kept uninformed until the annexation and rezoning were already in place, urging the council to find a solution rather than claim their hands are tied.

Mr. Manfred Klarl, who lives on Mann Road, referenced a past council statement about ensuring a state-of-the-art facility as a fallback plan B, and urged council to instead focus on plan A to entirely prevent the construction of the data center.

**XII. STAFF COMMENTS**

Mr. Perkins announced that the America 250 Celebration would take place at Shamrock Park on July 4<sup>th</sup> from 3:00 p.m. to 9:00 p.m. He encouraged everyone to come and enjoy fireworks, two bands, food trucks, and vendors. He reminded everyone that Town offices would be closed on July 3<sup>rd</sup>.

**XIII. COUNCIL COMMENTS**

Council Member Hunter read a statement he had prepared. I was recently notified that there was a post about members of the town staff and even disparaging comments about their families. On behalf of the town council, I would just like to apologize to Phillip (Trocquet) for having to endure such baseless comments. That’s where I’m going to stop that conversation. I want to say what I personally think. *I personally would like to say that it is our town’s best practice not to make comments on unofficial platforms.*

*If we have to make a comment, we'll make it on our website or other official channels. However, when you talk about people and their families, I want to address those individuals or whoever directly. Not only Tyrone, but the world is a better place because of people like Phillip and the rest of the staff who dedicate their careers to public service. It takes a tremendous amount of integrity, dedication, and time to serve our local community. We are small but we are mighty.*

*It makes me sick to my stomach when people who don't lift a finger to improve, add value or contribute in any meaningful way, harshly judge and spread falsehoods about our staff members who have made it their priority to serve our citizens. To all of our staff, I appreciate you and the joy you have brought to our community.*

*As far as I am concerned, we owe you more than we are able to provide. Now for the skeptics, I challenge you to get involved and to help improve the lives of others in our community through service.*

Council Member Campbell inquired about the Shamrock Industrial Park emergency exit. Mr. Perkins stated that he would email council an update soon.

Council Member Whelan began a conversation regarding the data center. Council discussed the distinction between the zoning and annexation approvals and Microsoft's future site development plans. Town Manager Brandon Perkins explained that the Mayor and Council approved the annexation, rezoning to Business Technology Park, and the associated development plan, thereby authorizing a data center use on the property. Town Attorney Mr. Davenport clarified that the approved development plan establishes key site elements, such as building locations, roadway access, and overall site layout. Any significant changes to that plan would require additional review and approval by the Town.

Mr. Perkins noted that many questions regarding noise, environmental impacts, and operational details remain unanswered because Microsoft has not yet submitted final engineering and design plans. Once submitted, those plans will undergo the Town's technical review process to ensure compliance with all applicable regulations and standards.

Council Member Maureen Wheeler inquired about the Town's authority during the review process and whether the Town could later change the zoning. Mr. Davenport explained that rezoning approved property would be difficult and could result in legal challenges. Mr. Perkins also stated that staff is engaging residents with technical expertise in engineering and environmental matters to provide input during the review process.

Council Member Whelan emphasized that while the zoning and development plan approvals are complete, the Town remains committed to thoroughly reviewing future submissions and advocating for residents if plans differ from what was originally presented. She further clarified that Microsoft approached the Town with the proposal and that the Town did not actively seek the project.

Mayor Dial thanked Ms. Beach for her hard work on the budget. She often would work thirteen-hour days.

**XIV. EXECUTIVE SESSION**

A motion was made to move into Executive Session for one item of threatened litigation.

Motion made by Council Member Campbell, Seconded by Council Member Hunter.  
Voting Yea: Council Member Campbell, Council Member Whelan, Council Member Hunter,  
Council Member Wheeler.

A motion was made to reconvene.

Motion made by Council Member Campbell, Seconded by Council Member Whelan.  
Voting Yea: Council Member Campbell, Council Member Whelan, Council Member Hunter,  
Council Member Wheeler.

**XV. ADJOURNMENT**

A motion was made to adjourn.

Motion made by Council Member Hunter.  
Voting Yea: Council Member Campbell, Council Member Whelan, Council Member Hunter,  
Council Member Wheeler.

The meeting adjourned at 8:40 p.m.

By: \_\_\_\_\_  
Eric Dial, Mayor

Attest: \_\_\_\_\_  
Dee Baker, Town Clerk



**COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Type:** Council - Regular

**Meeting Date:** July 2, 2026

**Agenda Item Type:** Consent Agenda

**Staff Contact:** Brandon Perkins, Town Manager

**STAFF REPORT**

**AGENDA ITEM:**

Consideration of a proposal from the University of Georgia's Carl Vinson Institute of Government to conduct a classification and employee salary study at a cost not to exceed \$20,233.00.

**BACKGROUND:**

Council directed staff to include funding in the FY 2026-2027 Budget for a third-party classification and salary study to ensure that the Town's compensation plan remains competitive and internally equitable. Staff subsequently requested a proposal from the University of Georgia's Carl Vinson Institute of Government (CVIG), a respected organization with extensive experience conducting classification and compensation studies for Georgia local governments.

The Institute has proposed completing the study for a fixed fee of \$20,233.00. The FY 2026-2027 Budget includes \$40,000.00 in the Administration budget for this project.

The proposed study includes a comprehensive review of the Town's position classifications, development of updated job descriptions, analysis of comparable market salaries, evaluation of internal pay equity and compression, development of recommended pay ranges, and presentation of findings and recommendations to staff and the Mayor and Council. The project is anticipated to begin in September 2026, with a final report delivered by March 2027 and implementation assistance available through May 2027.

This engagement is for professional consulting services and, as such, is not subject to the Town's competitive bidding requirements.

The full scope of work, project timeline, and list of deliverables are outlined in the attached proposal.

Please note that, if this item is approved, staff will come back at a later date for Council consideration of a formal Memorandum of Agreement with the CVIG.

**FUNDING:**

\$20,233.00 from the Technical Services line in the Admin budget.

**STAFF RECOMMENDATION:**

Staff recommends approval.

**ATTACHMENTS:**

CVIG Proposal

**PREVIOUS DISCUSSIONS:**

May 26, 2026 Budget Workshop, June 18, 2026 Council Meeting



**Carl Vinson  
Institute of Government  
UNIVERSITY OF GEORGIA**

**PROPOSAL FOR SERVICES**  
*Town of Tyrone —Classification and Salary Study*  
 June 24, 2026

Carl Vinson Institute of Government | University of Georgia

**BACKGROUND AND PURPOSE**

This proposal is responsive to the Town of Tyrone's request to have the University of Georgia Carl Vinson Institute of Government complete a classification and salary study for the Town.

**SCOPE OF WORK**

The Institute of Government faculty and staff will take several steps or phases to develop a new custom wage survey and pay plan for full-time and permanent part-time positions with the Town of Tyrone.

*Elected Officials, contract, and temporary positions will not be included in the project.*

**Institute of Government faculty and staff will provide the following services as part of this project:**

**Classification Study**

- Institute of Government faculty and staff will conduct video conference work plan meetings with the Town Manager from the Town of Tyrone. The work plan meetings will involve reviewing/discussing the Town’s existing classification and compensation plan information, developing project strategies, and scheduling project activities.
- Institute of Government faculty and staff will conduct remote meetings with administration staff, department directors, and select non-supervisory employees from the Town of Tyrone. The orientation meetings will describe in detail the activities required to successfully develop the classification and compensation plan for all positions covered under the Town's personnel plan.
- Orientation Meeting #1 – Videoconference Orientation meeting with Department Directors/Assistant Department Directors to review study information and documents.
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- Orientation Meeting #2 – Videoconference Orientation meeting with employees and from each department in the Town of Tyrone to review study information and documents.
- Institute of Government faculty and staff will develop a detailed position description questionnaire to be distributed after the orientation sessions and to be completed by incumbents in full-time positions.
- Institute of Government faculty and staff will determine the number of interviews and/or job audits that will need to be conducted to ensure adequate data for generating new position specifications and complete and validate job classifications. Approximately 20% of the Town's workforce will be interviewed for this phase of the project. The interviews will be conducted via telephone/video conference. The information collected from the interviews and the position description questionnaire will be utilized to generate a new job specification and job classification for each position.
- Institute of Government faculty and staff will develop new class specifications for full-time and permanent part-time positions in the Town of Tyrone. Job class specifications will be developed by collecting employee job activity data through a detailed position questionnaire and employee interviews. Additionally, Institute of Government faculty and staff will facilitate a verification process to confirm the accuracy and completeness of the developed position specifications.
- Institute of Government faculty and staff will develop a new classification system for full-time positions covered under the Town's personnel plan. All of the classifications will be evaluated with a point factor comparison job evaluation system as a method to rank positions and measure differences in position content.

## Salary Study

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- Conduct a strategic planning meeting with appropriate staff to discuss the compensation philosophy and pay issues affecting the Town. At this meeting, we will work to develop general compensation philosophies and strategies to guide the process. Issues to be addressed include:
  - Market pricing versus job evaluation
  - Relative priority of internal versus external equity
  - Labor market selection
  - Overview of benchmark positions
  - Critical compensation and pay practices issues
  - Compression issues
  - Identifying hard-to-recruit positions
  - Identifying employee retention issues
  - Issues regarding associated policies
  - Issues regarding longevity and/or merit pay
-

- Work with the Town to identify benchmark positions representative of all job families, functions, and pay levels. Benchmark jobs usually include key or critical positions, often multi-incumbent, that span the current pay system and represent all major job families.
- Develop a comprehensive, individualized survey instrument and identify survey participants and benchmark positions. The survey instrument utilizes job summaries — not just titles — to ensure accurate job matching. The compensation survey will include questions about employee increases, movement through pay grades, and pay grade system information (minimum, midpoint, maximum). We will then perform statistical analyses and prepare reports summarizing our findings.

**Additionally, Institute of Government faculty and staff will:**

- Send wage survey documents to benchmark organizations.
- Review internal pay data and compression issues.
- Gather survey data and conduct analysis.
- Review internal employee pay, years of service, and time in position to recommend pay adjustment(s) for compression.
- Develop recommendations for pay ranges based on survey data.
- Prepare and present a preliminary report with individual pay and total cost suggestions (not to include benefits costs).
- Produce recommendation(s) for new pay table(s).
- Present final report and provide data to survey participants.

**The Institute of Government will conduct a full analysis of all data collected in the survey and present detailed report findings. At a minimum, our analysis will include:**

- Average actual salaries for all benchmark positions.
- Average salary range data (minimum, midpoint, maximum) for all benchmarked positions
- Compa-ratio of each employee's salary (ratio to midpoints and market).
- Establish the current pay line (current overall pay practice) and the market pay line.
- Design pay structure(s) in line with the compensation philosophy.
- Compare individual job placement with marketplace and identify general appropriateness and individual problem areas; make recommendations for correction.
- Determine if compression exists within the organization's pay structure and address through compensation administration strategies if needed.
- Perform cost analyses.
- Develop alternative plans for consideration.
- Present preliminary results for review, discussion, and revision if appropriate.
- Provide a best practice policy and procedure for the continuing administration of the plan.

**PROJECT TIMELINE**

<b>Milestone</b>	<b>Details</b>
<b>Project Kickoff</b>	September 1, 2026 – Commence activities. Conduct orientation meetings with department directors/assistant department directors, and select non-supervisory employees from the Town of Tyrone.
<b>Data Collection</b>	Administration staff from the Town of Tyrone will distribute position description questionnaires. Department directors will be responsible for collecting and submitting completed materials.
<b>Interviews &amp; Analysis</b>	Meetings and interviews with administration staff, department directors and select employees to review completed questionnaires and discuss classification and compensation information.
<b>Classification &amp; Survey</b>	Develop new class specifications, evaluate positions, collect and analyze salary survey data, and develop a new classification and compensation plan.
<b>Preliminary Report</b>	February 28, 2027 - Preliminary cost estimate and report submitted for review by the Town Manager.
<b>Final Report</b>	March 31, 2027 – Final report submitted.
<b>Implementation Support</b>	Through May 31, 2027 – Institute of Government faculty and staff remain available to assist with implementation and training related to study findings.

**DELIVERABLES**

- A written report outlining the findings of the salary study.
- A written summary analysis of the salary surveys conducted for the project.
- A written report outlining compensation administration strategies to address organizational pay issues.
- Presentation of project findings to the Town Manager, Finance and Human Resources Manager, other appropriate staff, and the Town Council.

**PROJECT SCHEDULE**

Institute of Government faculty and staff will commence activities related to the salary study on September 1, 2026. Initial activities include virtual orientation sessions with department directors and assistant department directors, during which project methodology and timeline will be discussed. Institute faculty and staff will also meet individually with Town management and department heads to discuss compensation-related issues.

The project will then involve the collection and analysis of salary survey data and the development of a new compensation plan. Final steps will include reviewing preliminary results with the Town Manager and appropriate staff. The final report may be presented to the Town Council if requested.

**Preliminary cost estimate and report:** February 28, 2027

**Final report:** March 30, 2027

**Implementation assistance available through:** May 31, 2027

*Please note: The timeline presented in this proposal is subject to timely response in each project phase. The client's timely responses to information requests and scheduling of project meetings are essential to project progression. The final timeline, including start date, will be confirmed at the time of a signed agreement.*

## COST

A fixed fee of \$20,233 would be required to fund the project. The Institute of Government is willing to adjust the scope of work and costs accordingly to meet the Town's needs.

This proposal will be valid for 60 days from the date of issuance (June 18, 2026) and honored upon acceptance within that timeframe pursuant to execution of a contract.

Upon receipt of invoices, the Town of Tyrone will pay the University of Georgia Institute of Government a fixed fee of \$20,233 due May 31, 2027. Invoices will be directed to:

**Brandon Perkins**

**Town Manager**

Town of Tyrone

950 Senoia Road

Tyrone, Georgia 30290

Phone: 770.487.4038 ext. 101

Email: brandon.perkins@tyronega.gov

## BIOGRAPHIES OF ASSIGNED STAFF

**Sam Trager**

*Project Manager*

Mr. Trager will serve as project manager for this assignment. His responsibilities include assisting governments with Compensation and Classification studies, working with cities, counties, and various agencies to ensure pay plans are internally equitable and externally competitive in order to aid in the recruitment and retention of employees. Additionally, Sam assists with a variety of human resources-related projects.

Sam has over 30 years of local government human resources experience. Prior to joining the Institute of Government, Sam served as Human Resources Director for the City of Milton, Georgia with full responsibility for Compensation and Benefits, Recruitment and Retention, Employee

Relations, Payroll and HRIS, and Safety and Risk Management. Sam has also served as the Director of Human Resources for Hall County, GA and Compensation and Benefits Manager for both Athens-Clarke County and Gainesville-Hall County, GA, and has worked in public sector executive search for several years.

### **Martina Tryman**

*Research Professional*

As a Research Professional, Ms. Tryman assists with various projects within the Government Services & Research unit. Martina supports the research, design, and implementation of classification and compensation studies for state and local government agencies, including research, development, implementation, and evaluation of job analysis, employee interviews, salary surveys, writing job descriptions, and data management and analysis support.

Prior to her current role, Martina worked within the Talent Insights Unit as a Program Coordinator. Before joining the Carl Vinson Institute of Government, she provided support to the executive director and the UGA Alumni Association Board of Directors in the UGA Office of Alumni Relations. She has also worked at the John C. Stennis Institute of Government at Mississippi State University on various research projects including salary and phone surveys. Martina is a member of the Society for Human Resource Management and holds a SHRM-CP certification.

### **Dan Lasseter**

*Talent Insights Unit Manager*

Mr. Lasseter oversees the work of the Talent Insights Unit at the Institute of Government. His work includes providing 360-degree leadership assessments for high-level management positions in governmental and nonprofit organizations, as well as executive searches for high-level leadership positions in public sector organizations — screening and vetting potential candidates and providing onsite consultation during the candidate interview process.

He is closely involved with employment testing for public safety agencies, including job analysis, job knowledge test development, and assessment center design and administration. Additionally, he manages the certification program for the Georgia Local Government Personnel Association. Dan is active in the American Society for Public Administration, serves on the society's national council representing the southeastern United States, and serves on the board of directors of the Southeastern Conference for Public Administration.

## **CAPABILITIES OF THE CARL VINSON INSTITUTE OF GOVERNMENT**

The mission of the Institute of Government is to improve governance and the lives of people in Georgia. In carrying out this mission, the Institute can call on the wide-ranging knowledge base of the University of Georgia as well as over 90 years of direct service experience providing technical assistance, training, research, and policy analysis to local and state governments in Georgia.

The Institute of Government is among the most highly-rated university-based organizations designed specifically to span the gap between best practices research and existing government practice. The Institute has developed expertise in numerous areas of public policy, public management, training, and human services and resource development.

Most importantly for the purposes of this proposal, the Institute's Government Services and Research (GSR) Division has tremendous experience assisting local governments with human

resource management technical assistance projects, including position classification and compensation, job descriptions, salary and employee benefits surveys, executive searches, and general human resource management.

The Institute of Government focuses on providing customized research projects based upon the unique and specific needs of each local government. We have several experts in this field who can be called upon to provide additional technical support. We stand ready to meet your applied research and training needs.

## CONTACT INFORMATION

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**Martina Tryman, Research Professional**

matryman@uga.edu

Application #	Planning Commission Date	Town Council Date
26TYR-VAR00001	06/11/2026	07/02/2026

**Application Details**

Address	Owner/Applicant	Parcel #
541 Senoia Road	Ashley Dickie	0736-011
Zoning	Proposed Zoning	Future Land Use
R-12	N/A	Estate Residential
Surrounding Zoning	Site Improvements	Acreage
North: R-18 & AR, South: R-12, East: R-18, West, R-12 & AR	Single-Family Home & Barn	2.62

**Fayette County QPublic**

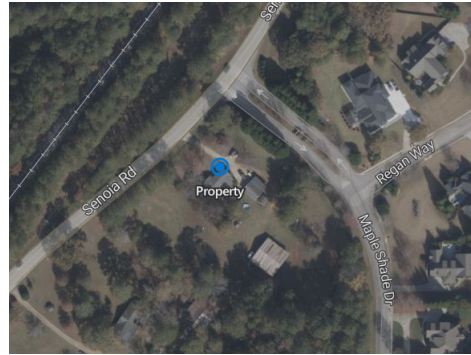
Select to go to the Fayette County Tax Parcel Map



Fayette County Tax Map

**541 Senoia Road**

**Property**  
541 Senoia Rd, Tyrone, GA 30290



©2026 DSM ©2026 TomTom ©2026 Vival Feedback

**Summary & History**

Applicant Ashley Engler has submitted a petition for a variance affecting the single-family dwelling at 541 Senoia Road (Parcel 0736-011), zoned R-12. The applicant requests a front building setback variance of approximately 24 feet from the 80-foot front setback required along Senoia Road, applied to the existing footprint of the dwelling on proposed Lot 1.

The variance is sought to enable a two-lot division of the 2.62-acre tract. On May 28, 2026, the Planning Commission conditionally approved a preliminary plat dividing the property into Lot 1 (approximately 1.6 acres, containing the existing dwelling) and Lot 2 (just over one acre). That approval was conditioned on removal of the existing accessory pole barn prior to recording and on the granting of this setback variance for the existing dwelling on Lot 1. The plat may not be signed or recorded until both conditions are satisfied.

The existing dwelling predates the Town's R-12 zoning and the increased setback applicable to minor thoroughfares; it is therefore a nonconforming structure. Senoia Road is classified as a minor thoroughfare, which requires an 80-foot front building setback in the R-12 district, compared with the 55-foot setback applicable along local residential streets. The dwelling sits approximately 56 feet from the Senoia Road right-of-way, an encroachment of 24 feet into the required 80-foot setback.

Because the proposed division would draw a new lot line around the existing dwelling, the structure's nonconforming front setback would become a prohibited encroachment on the newly created Lot 1 unless a variance is granted. The applicant proposes no expansion of the dwelling, and the preliminary plat carries a note prohibiting any future addition that would extend farther into the 80-foot front building line in any direction.

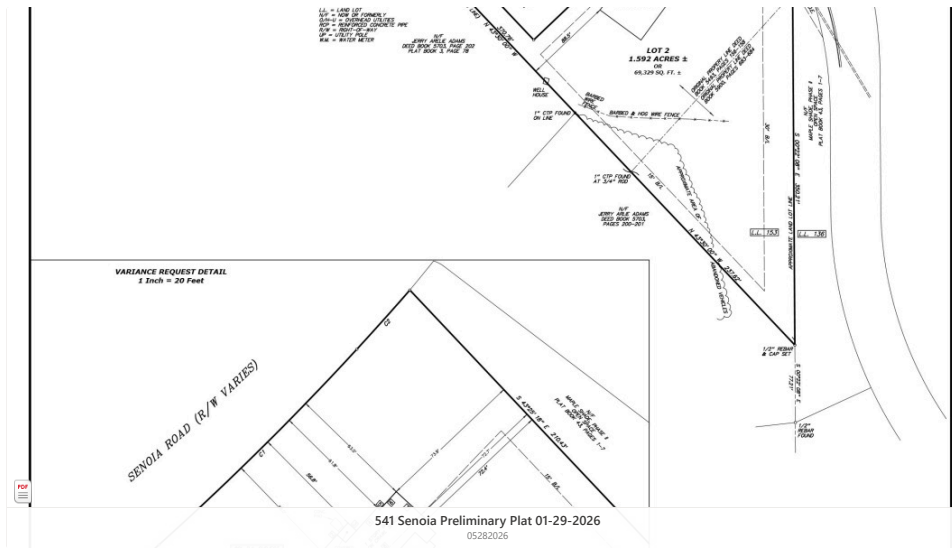
A title search referenced by the survey referred to an older deeded configuration of a rear portion of the tract. Because a deed alone does not establish a lot of record under current regulations, the Town evaluates this request as a new two-lot division, and the variance analysis is limited to the front setback of the existing dwelling.

**Comprehensive Plan & Future Development Map Compatibility**

The future development character area is listed as Estate Residential, which encourages low-density, large-lot single-family residential development. The property retains its R-12 zoning, and both proposed lots meet the R-12 minimum acreage. The request is compatible with the Estate Residential character area and the Comprehensive Plan, provided the variance is granted.

Site and Documents (Scroll/Swipe to cycle. Click/Tap to Expand)

See all



**Ordinance Compatibility**

The Town Council may authorize a variance only upon finding that each of the following six standards is satisfied. Staff's assessment of each follows.

1. **Are there extraordinary, exceptional, or peculiar conditions pertaining to the particular piece of land, structure, or building in question which are not applicable to other lands, structures, or buildings in the same district?** *The parcel is regular in shape, size, and topography and is similar to other properties in the R-12 district. The condition specific to this property is the existing dwelling, which predates current standards and sits within the 80-foot front setback applicable to Senoia Road as a minor thoroughfare. The peculiarity is limited to the position of the existing structure relative to that setback rather than to the land itself.*
2. **Would the application of these regulations create a practical difficulty or unnecessary hardship?** *The dwelling is nonconforming and lawfully predates the 80-foot thoroughfare setback. Strict application prevents division of the tract without converting the dwelling into an illegal encroachment on the new lot, which the applicant identifies as a practical difficulty in using the surplus acreage for a second dwelling which would otherwise be allowed. The difficulty results from the election to subdivide; without the division, the dwelling retains its nonconforming status and needs no relief.*
3. **Relief granted would not be injurious to the neighborhood or otherwise detrimental to the public welfare or impair the purposes and intent of these regulations.** *The purpose of the front setback is to maintain separation between structures and the thoroughfare right-of-way. The variance would recognize either 23' encroachment or only the footprint of a dwelling that has existed at this location for decades and would authorize no new construction nearer the right-of-way. The preliminary plat note prohibiting any further encroachment preserves the purpose of the regulation. Relief within this context is not expected to be injurious to the neighborhood or the public welfare.*
4. **A literal interpretation of this chapter would deprive the applicant of any rights that others in the same district are afforded.** *Other R-12 owners with sufficient acreage may divide their property to create an additional conforming lot. A literal application here would deny this owner that ability solely because of the pre-existing position of the dwelling relative to the thoroughfare setback. If relief is not granted, the owner does not lose the right to occupy or maintain the existing dwelling, which remains lawfully nonconforming in its current configuration.*
5. **The special conditions and circumstances are not a result of any actions of the applicant.** *The position of the dwelling and the thoroughfare classification of Senoia Road predate the current ownership and were not created by the applicant. The circumstance requiring relief is triggered by the applicant's request to divide the property. The underlying condition is not self-created; the event giving need for the variance is the proposed division.*
6. **That granting the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures, or buildings in the same district.** *Granting the variance would allow the existing dwelling to remain within the required front setback on a newly created lot, a status other structures would ordinarily be required to satisfy through conformance. Limiting the variance to the existing footprint or via a recorded plat condition, with no authorization for future encroachment, confines the relief to what is necessary to recognize the existing structure and avoids conferring development rights beyond those already established.*

**Planning Commission Recommendation**

The Planning Commission voted unanimously on June 11, 2026 to recommend approval of the front yard setback variance for the existing dwelling at 541 Senoia Road (Parcel 0736-001), with the variance establishing a straight front setback line reduction from 80 feet to approximately 56 feet — a 24-foot reduction rather than a metes-and-bounds relief limited to the existing building footprint.

The motion was made by Chairman Nebergall and seconded by Commissioner Duncan.

The recommendation carried four conditions:

1. The variance runs only with proposed Lot 1 as configured on the conditionally approved preliminary plat;
2. No further encroachment beyond the reduced setback line is permitted;
3. The plat may not be signed or submitted for recording until the variance is granted
4. The plat may not be signed or submitted for recording until the existing accessory pole barn is removed.

**Staff Determination**

If the Planning Commission and Council wish to approve this variance, staff recommends:

1. That the variance be limited to a 24' front yard reduction so that no rights are conferred beyond those necessary to recognize the existing structure.
2. Variance should run only with proposed Lot 1 as configured on the conditionally approved preliminary plat.
3. The plat may not be signed or submitted for recording until the variance is granted
4. The plat may not be signed or submitted for recording until the existing accessory pole barn is removed.

^ **Supporting Documents & Resources**

**Dynamic Town Zoning Map**

Use this map to search the address and view the surrounding zoning. Each zoning layer can be selected or de-selected in order to filter views.



Town of Tyrone Zoning Map

Document Downloads

See all

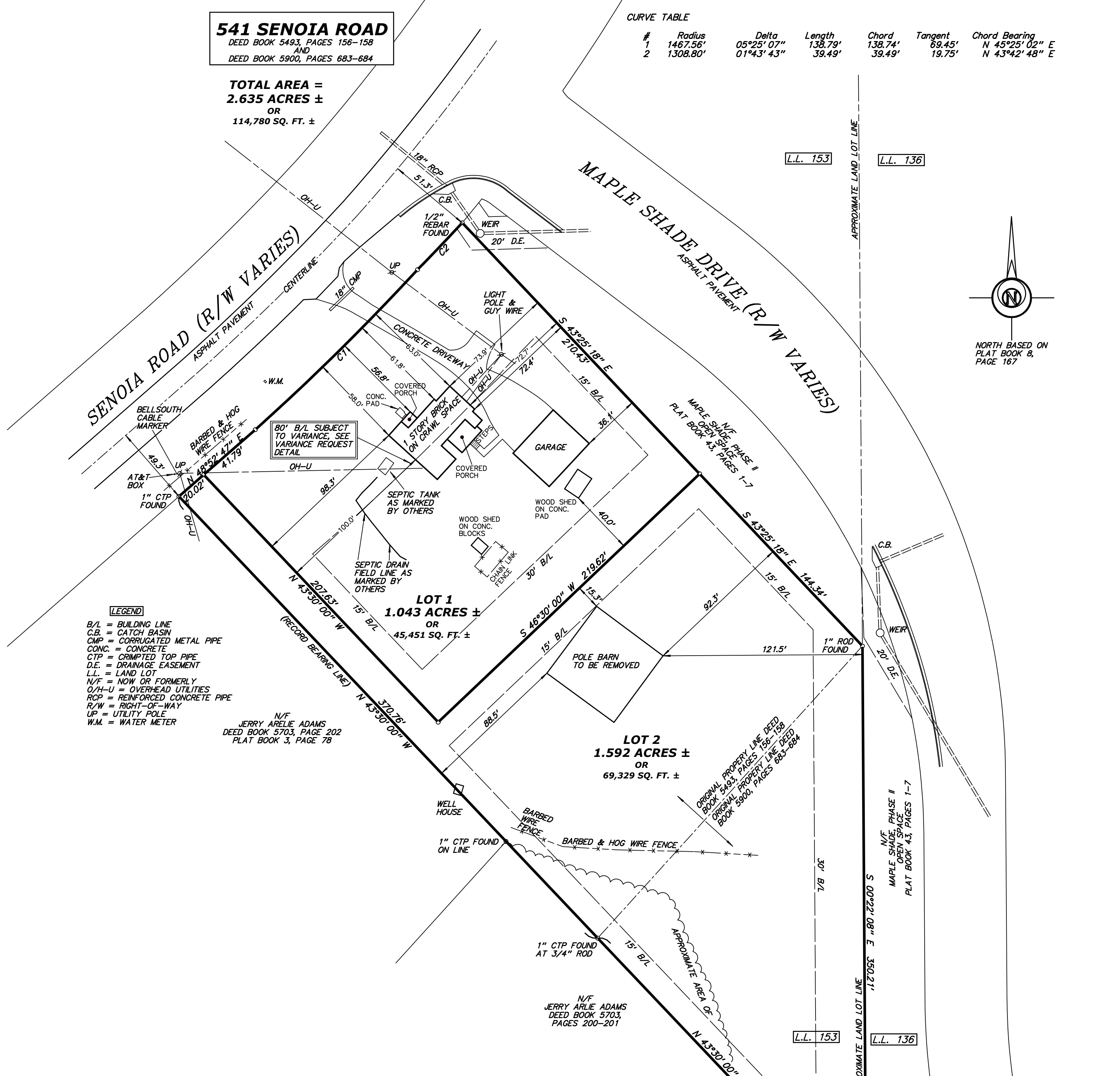
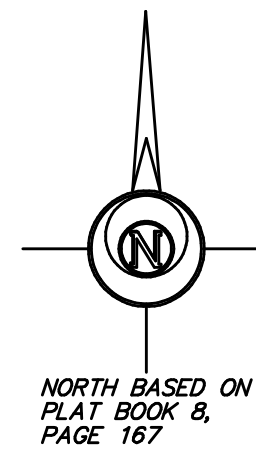
Name	Modified	Modified By
2025 Planning Commission Meetings	April 4, 2025	Phillip Trocquet
2026 Planning Commission Meetings	March 6	Phillip Trocquet
Town Planning Documents	April 9, 2025	Phillip Trocquet

**541 SENOIA ROAD**  
 DEED BOOK 5493, PAGES 156-158  
 AND  
 DEED BOOK 5900, PAGES 683-684

**TOTAL AREA =**  
**2.635 ACRES ±**  
 OR  
**114,780 SQ. FT. ±**

**CURVE TABLE**

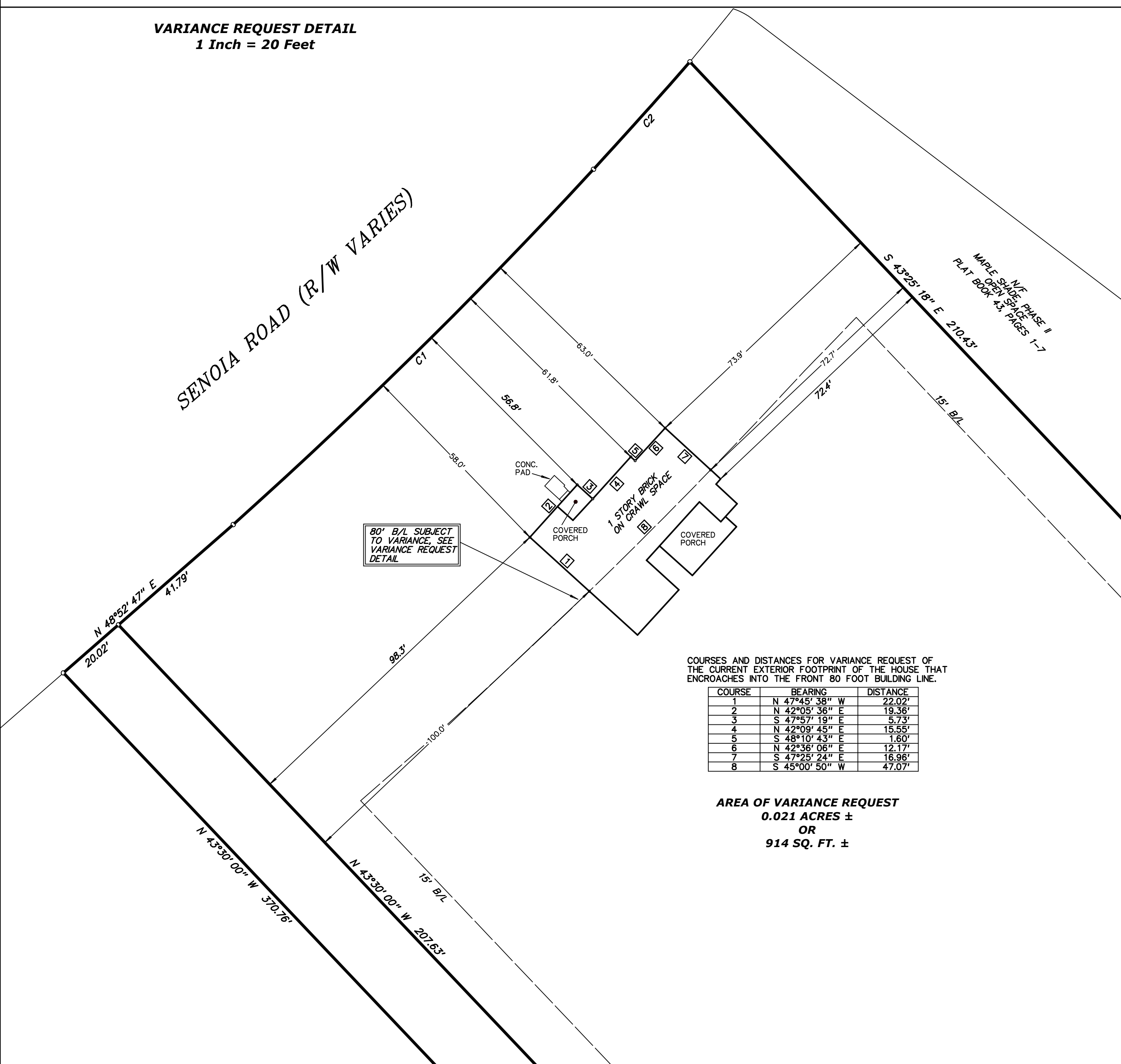
#	Radius	Delta	Length	Chord	Tangent	Chord Bearing
1	1467.56'	05°25' 07"	138.79'	138.74'	69.45'	N 45°25' 02" E
2	1308.60'	01°43' 43"	39.49'	39.49'	19.75'	N 43°42' 48" E



**LEGEND**  
 B/L = BUILDING LINE  
 C.B. = CATCH BASIN  
 CMP = CORRUGATED METAL PIPE  
 CONC. = CONCRETE  
 CTP = CRIMPED TOP PIPE  
 D.E. = DRAINAGE EASEMENT  
 L.L. = LAND LOT  
 N/F = NOW OR FORMERLY  
 O/H-U = OVERHEAD UTILITIES  
 ROP = REINFORCED CONCRETE PIPE  
 R/W = RIGHT-OF-WAY  
 UP = UTILITY POLE  
 W.M. = WATER METER

N/F  
 JERRY ARLE ADAMS  
 DEED BOOK 5703, PAGE 202  
 PLAT BOOK 3, PAGE 78

**VARIANCE REQUEST DETAIL**  
 1 Inch = 20 Feet



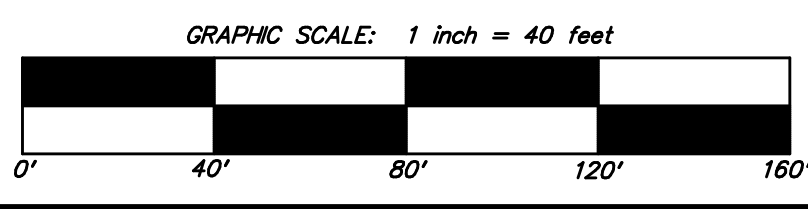
COURSES AND DISTANCES FOR VARIANCE REQUEST OF THE CURRENT EXTERIOR FOOTPRINT OF THE HOUSE THAT ENCR OACHES INTO THE FRONT 80 FOOT BUILDING LINE.

COURSE	BEARING	DISTANCE
1	N 47°45' 38" W	22.02'
2	N 42°05' 36" E	19.36'
3	S 47°45' 19" E	5.73'
4	N 42°05' 43" E	15.55'
5	S 48°10' 43" E	1.60'
6	N 42°36' 06" E	12.17'
7	S 47°25' 24" E	16.98'
8	S 45°00' 50" W	47.07'

**AREA OF VARIANCE REQUEST**  
**0.021 ACRES ±**  
 OR  
**914 SQ. FT. ±**

**PRELIMINARY PLAT FOR REVIEW**  
**ZONED: R-12**  
**NOT FOR RECORDING OR TRANSFER OF TITLE**

VARIANCE REQUEST IS LIMITED TO THE CURRENT EXTERIOR FOOTPRINT OF THE HOUSE THAT ENCR OACHES INTO THE FRONT 80' BUILDING LINE. NO FUTURE ADDITIONS MAY BE ADDED TO THE EXTERIOR OF THE HOUSE NEITHER NORTH, SOUTH, EAST OR WEST UNLESS THE ADDITION IS IN COMPLIANCE WITH THE 80' BUILDING LINE.



THIS PLAT WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS, OR ENTITY NAMED HEREON. NO CERTIFICATION OR LIABILITY IS EXTENDED TO ANY UNNAMED PERSON, PERSONS, OR ENTITY WITHOUT A RECERTIFICATION BY THE SURVEYOR NAMING SAID PERSON, PERSONS OR ENTITY.

In my professional opinion, this property does not lie within the 100 year flood plain as shown on the FLOOD INSURANCE RATE MAP.  
 Map Number: 13113C0078E  
 Dated: SEPTEMBER 26, 2008

**W.D. Gray and Associates, Inc.**  
 LSF000701

land surveyors - planners  
 160 GREENCASTLE ROAD SUITE B TYRONE  
 GEORGIA 30290  
 PH. 770-486-7552 FAX 770-486-0496

PREPARED FOR:

**ASHLEY ENGLER**

LAND LOT: 153	DATE: 12-23-2025
7th DISTRICT	REVISED:
TOWN OF TYRONE FAYETTE COUNTY, GA.	REVISED:
SCALE: 1" = 40'	JOB NO. 2509022



# TOWN COUNCIL ITEM AGENDA REQUEST FORM

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<b>Meeting Date:</b>	07/02/2026	<b>Staff Contact:</b>	Phillip Trocquet
<b>Agenda Section:</b>	New Business	<b>Department:</b>	Community Development

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## Staff Report

### Item Description:

*Consideration to approve a "Night Market" event sponsored by the Tyrone Downtown Development Authority (DDA) to include off-premises sales of alcohol at Shamrock Park on Friday, September 11th, 2026. **Phillip Trocquet, Assistant Town Manager.***

### Background/History:

Town Council previously approved a Night Market event for June 19<sup>th</sup> of this year sponsored by the DDA with Mr. Jason Bass as the operator.

The June 19<sup>th</sup> Night Market drew approximately 1,500-2,000 people and was widely considered successful despite competition with the World Cup games and high heat. Estimated vendor revenue from the event is as follows:

- Food Trucks (9) - \$14,000
- Dessert/Snack Vendors (9) - \$5,000
- Artisan Vendors (25) - \$16,500
- Young Entrepreneurs (2) - \$2,000
- Partners - \$2,400
- **Total Estimated Economic Activity: \$39,900**

Approximately \$3,300 of sponsorship money went towards offsetting Town Costs associated with Public Works and Police personnel costs.

### Findings/Current Activity:

- *Event:* Night Market at Shamrock Park, Friday, Sept. 11th, 2026.
- *Sponsor:* Tyrone Downtown Development Authority; *Operator:* Mr. Jason Bass, Night Market.
- *Alcohol vendor:* A single licensed vendor, Partners II Pizza (the only currently licensed alcoholic beverage caterer holding a Town-issued license) would sell alcohol by the drink under an event permit issued by the Town Clerk pursuant to Sec. 4-203. Alcohol service will be confined to a designated area within the park with physical boundary markers controlling ingress and egress. Serve-ware will be distinctively marked. These measures satisfy the area-definition requirements of Sec. 4-203(a)(6). Mr. Bass applies equivalent practices at his Peachtree City events.
- *Budget:* The DDA will fund ancillary event costs, including sanitation facilities and supplemental event materials. The Town will provide public works and police personnel presence subject to reimbursement from sponsorship dollars raised.

A final contract will be brought before the Town Council and DDA prior to the event for approval.

**Actions/Options/Recommendations:**

Council approval is required for this event in the Park. Staff recommends approval.