

**MINUTES**  
**WORK SESSION MEETING**  
**OF THE PERRY CITY COUNCIL**  
May 20, 2013  
5:00 PM

1. Call to Order: Mayor James E. Faircloth, Jr., Presiding Officer called to order the work session meeting held May 20, 2013 at 5:00 p.m.

2. Roll:

Elected Officials Present: Mayor James E. Faircloth Jr. Mayor Pro-Tempore Joe Posey. Council Members Riley Hunt, William Jackson, Willie King, Phyllis Bynum-Grace, and Randall Walker.

Staffing: Lee Gilmour- City Manager and Sarah Nottingham- Recording Secretary

City Departmental Staffing: Mike Beecham- Director of Community Development, Robert Taylor- Public Works Vehicle Maintenance Manager, Rick Kilgore – Director of Recreation, Police Chief Steve Lynn, Captain William Phelps, Captain Heath Dykes, Lt. James Buck-Perry Police Department & Brenda King – Director of Administration .

Guests: Mr. Foster Rhodes, Ms. Sheila Jones, Ms. Nancy McEver, Ms. Vickie Graham, Ms. Susan Miles and Mr. Ryan Bode.

Press: Ms. Jessica Clark – Houston Home Journal

3. Items of Review/Discussion: Mayor James E. Faircloth, Jr.

3a. Mr. Foster Rhodes addressed Mayor and Council with concerns about the open sell of beer and wine on the streets of Perry and requested consideration for local businesses during special events relative to streets blocking and detouring. Mr. Rhodes asked that Mayor and Council continue to support the Ball Street Extension.

Mayor Faircloth informed Mr. Rhodes of the ordinance specifications and structure relative to the open sell of beer and wine. Mayor Faircloth advised Mr. Rhodes that streets blockage and detouring will be considered in all future events and reflected that there are some ongoing improvements to Ball Street that will support the Ball Street Extension.

3b. Ms. Sheila Jones-Executive Director of Perry Area Convention and Visitors Bureau updated Mayor and Council of GFEC marketing activities. Ms. Jones introduced Ms. Nancy McEver as the Gulf Fish Marketing Coordinator and presented the GFEC's statistic for FY13, attendance record and community outreach services.

- 3c. Mr. Gilmour addressed Mayor and Council relative to the property tax bill waiver request from Mr. Steve Carter at 605 Lawson Drive. Mr. Gilmour recommended that the request be denied on the basis that the standard process was followed and there was no error by the City.

Mayor and Council concurred to support the administration decision.

3d. Budget presentations:

1. Department of Administration. Director Brenda King concurred with the recommendations prepared by the City Manager. It was discussed that additional full time persons' duties and responsibilities need to be one with expertise in purchasing and record retention.
2. Department of Public Works. Mike Beecham Director of Community Development concurred with the recommendations for Public Works by the City Manager. Mr. Beecham reviewed the recommendations by funds and Mr. Robert Taylor informed Mayor and Council of the specification and purpose the sign pole trailer. The recommendation to remove one position from the Solid Waste Fund was discussed between Mr. Beecham and the Solid Waste Supervisor. It was advised that the position was needed to cover work load during absences from sick or vacations.

Council Member Walker inquired about the increase in request for the Tree Board. Mr. Gilmour stated that he would get the calculation documentation relative to the increase.

3. Perry Police Department. Chief Lynn concurred with each positive recommendation prepared by the City Manager. He stated that every effort will be made to be resourceful and to find ways to acquire the items outside of the budget process relative to the majority of the items that were not recommended by the City Manager. He submitted FY 2014 Budget Request Synopsis-PPD to Mayor and Council, requesting two additional positions.
4. Mr. Gilmour reviewed the events portion of hotel/motel tax and advised more events are being planned compared to historically. Mr. Gilmour has started to tracked regular cost to various events.

Mr. Gilmour presented to Mayor and Council Budget Session Response No. 1 Packet. Mr. Gilmour reviewed the salary comparison for the Department of Economic Development's staffing and the impact of the Hotel/Motel Tax Special Revenue Fund relative to Ms. Bass request for funding of Phase 2 of redevelopment plan. He presented the breakdown of the Recreation Department's proposed sustained budget and the additional \$2000 for football helmets would be paid for by increasing the participant fee. He highlighted the chart listings for the department

comparisons of total expenditures, general fund revenue, and the summary of all funds and the impact of pay adjustment

Mr. Gilmour presented to Mayor and Council a memo relative to the Recreation Advisory Board information. Mr. Gilmour stated that he had surveyed cities in our population group listed as providing a Director of Recreation to determine the use of advisory boards. The results were: (5) no board, (5) uses board and (3) shifted to county.

- 3e. Mike Beecham, Director of Community Development presented to Mayor and Council a memo relative to questions regarding the enforcement of sign regulations in the City of Perry. He outlined the enforcement rules and regulations procedure relative to the sign ordinance. In providing some clarity he stated that temporary signs such as banners are allowed in the DDA for thirty days provided they are removed for the next ninety days. Stick in the ground, streamers, balloons and all other types of temporary signs are not allowed. When a violation occurs the business is notified to remove said violation within fifteen days. He addressed the repeat offenders of temporary signs would be issue citations but would communicate with local businesses prior to the issuance of citations. He stated that he would review the rules of shopping center/tenant relative to temporary signs.

Council Member Walker requested as public record, banner permits should be a detailed process stating the specific criteria and requirements for the banners.

- 3f. Mr. Gilmour review proposed improvements for portion of Macon Road. He presented a site layout plan for installation of pedestrian lighting and sidewalk improvements for Macon Road between Main Street and Carroll Alley. The three recommendations were the improvement to clear and install a better drain line to connect to the streets storm water system, installing three pedestrian street lights and installation color concrete bricks to cut down on maintenance cost. Council Member Jackson requested that a crosswalk installation be included in the proposed improvement plan.

Mr. Gilmour stated that this project will follow the completion of Creekwood Sidewalk and Stormwater Project

Mr. Gilmour presented the estimate of probable construction cost of fourteen line items for the proposed improvement for portion of Macon Road.

Mayor and Council concurred to go forward with proposal.

4. Other items as needed: There were no reports from Mayor Pro-Tempore Joe Posey, Council Members Riley Hunt, William Jackson, Willie King, Phyllis Bynum-Grace and Randall Walker.

City Manager Lee Gilmour- No report.

Department Heads- Chief Lynn and Mike Beecham – No report.

Brenda King informed Mayor and Council about the progress of the new software system. General Ledger, Fixed Assets, Payroll and Accounts Payable have full technical support. The financials have been distributed from the new software. The remote for Utility Billing will begin in the first week of June.

Rick King presented Mayor and Council with updated information on today's market for football helmets relative to what are being used.

Mayor Faircloth informed council that the next music festival meeting will be Wednesday, May 22nd at 5:00 P. M. He mentioned his attendance in meetings with the 21<sup>st</sup> Century Partnership and BRAC, base leadership and other Mayors concerning the labor relationship.

Mayor Faircloth asked Council are they satisfied with the progress of this year budget summary meeting. If not, please contact him or Mr. Gilmour. Council Member Bynum-Grace requested another budget summary meeting.

It was the consensus of Council to have the next budget summary meeting Monday, June 10<sup>th</sup>, 2013.

5. Adjournment: There being no further business to come before Council in the reconvened meeting held May 20, 2013, Mayor Faircloth adjourned the meeting at 7:30 P.M.