

**AGENDA**  
REGULAR MEETING OF THE PERRY CITY COUNCIL  
June 7, 2016  
**6:00 P.M.**

1. Call to Order: Mayor James E. Faircloth, Jr., Presiding Officer.
2. Roll.
3. Invocation and Pledge of Allegiance to the Flag: Mayor James E. Faircloth, Jr.
4. Community Partner(s) Update(s):
5. Appointments to Boards, Authorities and Commissions. Mayor James E. Faircloth, Jr.
  - 5a. Consider appointment to WRATS Citizens Advisory Committee to replace Calvin Middlebrooks.
6. Citizens with Input.
7. Public Hearing: Mayor James E. Faircloth, Jr.

The purpose of this Public Hearing is to provide any interested parties with an opportunity to express their views and concerns in accordance with O.C.G.A. Sec. 36-67A-3 (c).

- 7a. Petition for Special Exception Application No. SE-16-01. Applicant, Phil Gentry, and property owner, Martin O. Meadows request a special exception to allow for a cattle operation in an R-2, Two Family Residential District. The property is located at 1906 Tucker Road.
- 7b. Public Hearing for FY 17 Operating Budget for the City of Perry.
8. Consent Agenda Items: Mayor James E. Faircloth, Jr.
  - 8a. Council's Consideration – Minutes of the May 16, 2016 work session, May 17, 2016 pre council meeting, May 17, 2016 council meeting and May 23, 2016 special meeting. *(Council Member Hunt was absent from the May 23, 2016 meeting)*
9. Old Business: Mayor James E. Faircloth, Jr.
  - 9a. Mayor James E. Faircloth, Jr.
  - 9b. Council Members
  - 9c. City Manager Lee Gilmour
  - 9d. City Attorney David Walker
10. New Business: Mayor James E. Faircloth, Jr.

- 10a. Matters referred from June 6, 2016 work session and June 7, 2016 pre council meeting.
- 10b. Ordinance(s) for First Reading(s) and Introduction:
  1. **First Reading** of an ordinance adopting FY 17 Operating Budget for the City of Perry. *(No action required by Council)*
- 10c. Award of Bid(s):
  1. Bid No. 2016-24 Construct a deceleration lane, entrance drive and relocate two water mains
- 10d. Petition for Special Exception Application No. SE-16-01. Applicant, Phil Gentry, and property owner, Martin O. Meadows request a special exception to allow for a cattle operation in an R-2, Two Family Residential District. The property is located at 1906 Tucker Road. *(Note: Council decision at the time of reading)*
- 10e. Consider waiver of residence.
- 10f. Extend moratorium on historic structures for another 60 days.
11. Department Head Items.
12. Council Members Items:
13. General Public Items:
14. Mayor Items:
15. Adjourn.

**PUBLIC HEARING**  
**June 07, 2016**  
**TUESDAY @ 6:00 PM**

**City of Perry**  
**Community Development Department**

1211 Washington Street  
P.O. Box 2030  
Perry, Georgia 31069



[www.perry-ga.gov](http://www.perry-ga.gov)

478-988-2720  
Telephone

478-988-2725  
Facsimile

May 10, 2016

The Honorable James E. Faircloth, Jr.  
Perry City Council  
Post Office Box 2030  
Perry, Georgia 31069

**Re: *Petition for Special Exception No. SE-16-01***  
***1906 Tucker Road, Perry P45-2***

Dear Mayor and Council:

On May 09, 2016 the Perry Planning Commission reviewed the above referenced petition for a special exception request as submitted by Phil Gentry, applicant and Martin Meadows property owner.

The request was for a special exception to allow for a cattle operation in an R-2, Two Family Residential District.

The Perry Planning Commission recommended approval of the application as submitted.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jacob W. Poole".

Jacob W. Poole, Chairman  
Perry Planning Commission

JWP/cs

# STAFF REPORT

**CASE NUMBER: SE-16-01**

**APPLICANT:** Phil Gentry, tenant; Martin O. Meadow, owner

**REQUEST:** A special exception to allow for a cattle operation in an R-2 zoning classification

**LOCATION:** 1906 Tucker Road

**ADJACENT ZONING/LAND USES:**

Parcel: R-2	Single Family Dwelling and Vacant Acreage
North: R-1	Single Family Dwellings and vacant Acreage
South: HC-RAG	Vacant Acreage
East: HC- RAG	
West: R-1	Single Family Dwellings

**STANDARDS FOR SPECIAL EXCEPTIONS:**

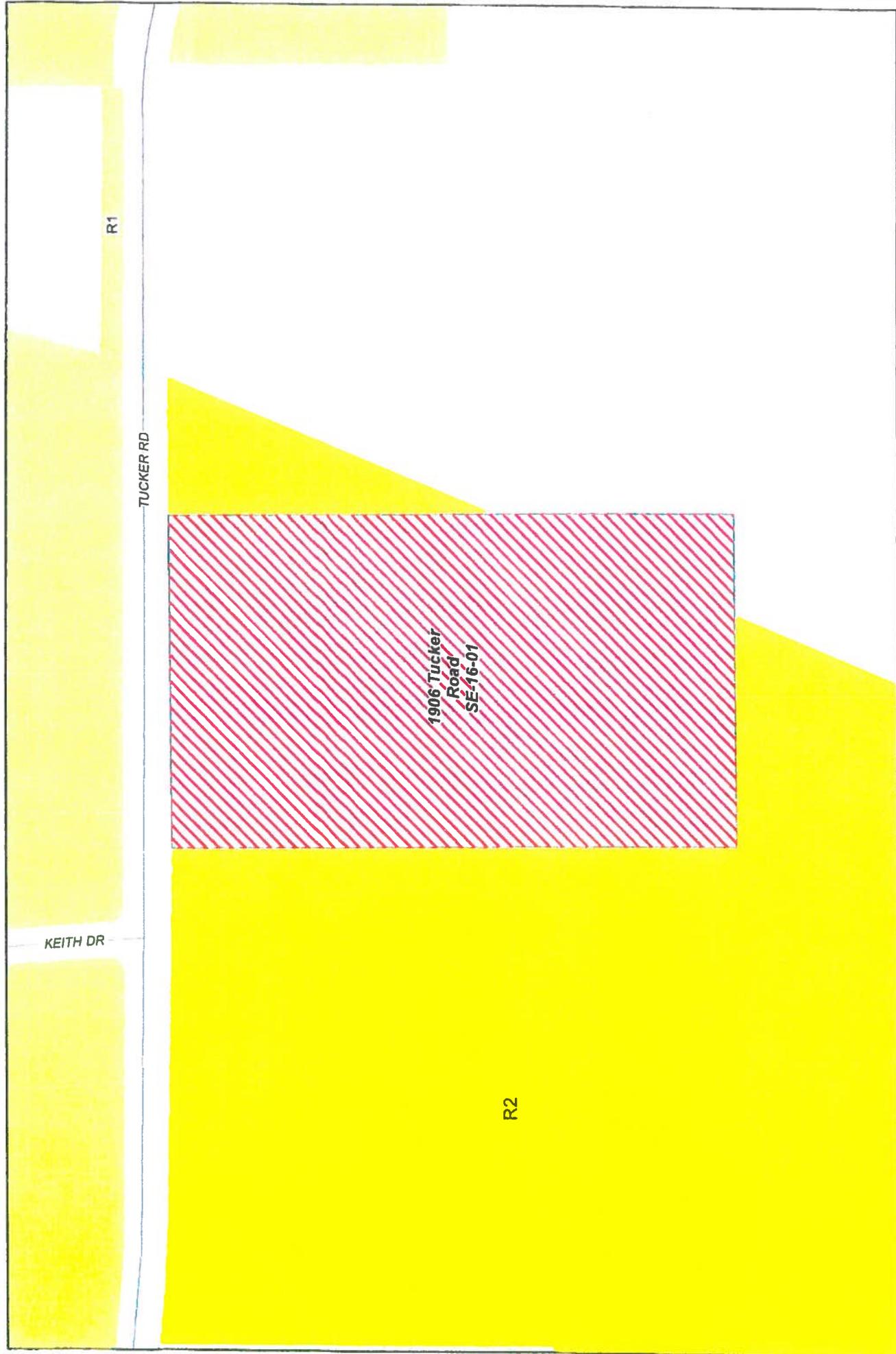
1. *Does the Special Exception follow the existing land use pattern?* The requested use is allowed in the current zoning classification by Special Exception
2. *Will the Special Exception have an adverse effect on the Comprehensive Plan?* No
3. *Will adequate fire and police protection be available?* Yes
4. *Will the proposed use be of such location, size, and character that it is not detrimental to surrounding properties?* The site encompasses 60 plus acres but will be restricted to the pasture area which has 18 acres of useable space
5. *Will the use interfere with normal traffic, pedestrian or vehicular, in the neighborhood?*  
There will be no interference with current condition.
6. *Will the use result in an increase in population density overtaxing public facilities?* There will be no density increase.
7. *Will the use create a health hazard or public nuisance?* The use should not create a health hazard or public nuisance.
8. *Will property values in adjacent areas be adversely affected?* There should be no adverse effect to property values.
9. *Are there substantial reasons a permitted use cannot be used at this property?* There are no substantial reasons a permitted use cannot be used at this property.

**REQUEST ANALYSIS:** The request is to allow a cattle operation on vacant lands that cross jurisdictional boundaries. The portion of this tract of land under single ownership of the Meadows family that is in Houston County Jurisdiction is zoned RAG. This parcel encompasses 350 acres. The parcel in the City of Perry encompasses 70 acres, 18 of this is open grass land on which the proposed operation intends to use in addition to the land in the County.

**STAFF CONCLUSIONS:** The request is to operate a cattle operation on lands leased from the Meadows Family. Since a portion of those lands are in the City of Perry, the PLDO requires Special Exception approval. See sections 80.2.3. Uses permitted as special exception by the Council; Section 80.1.3 also. There should not be any more than 18 cattle at any given time on the portion that is in the City. The pasture area is 18 acres in size. The PLDO requires one acre of land per animal; Section 80.1.3 (8). The request is reasonable and should not have adverse effect on adjacent properties.

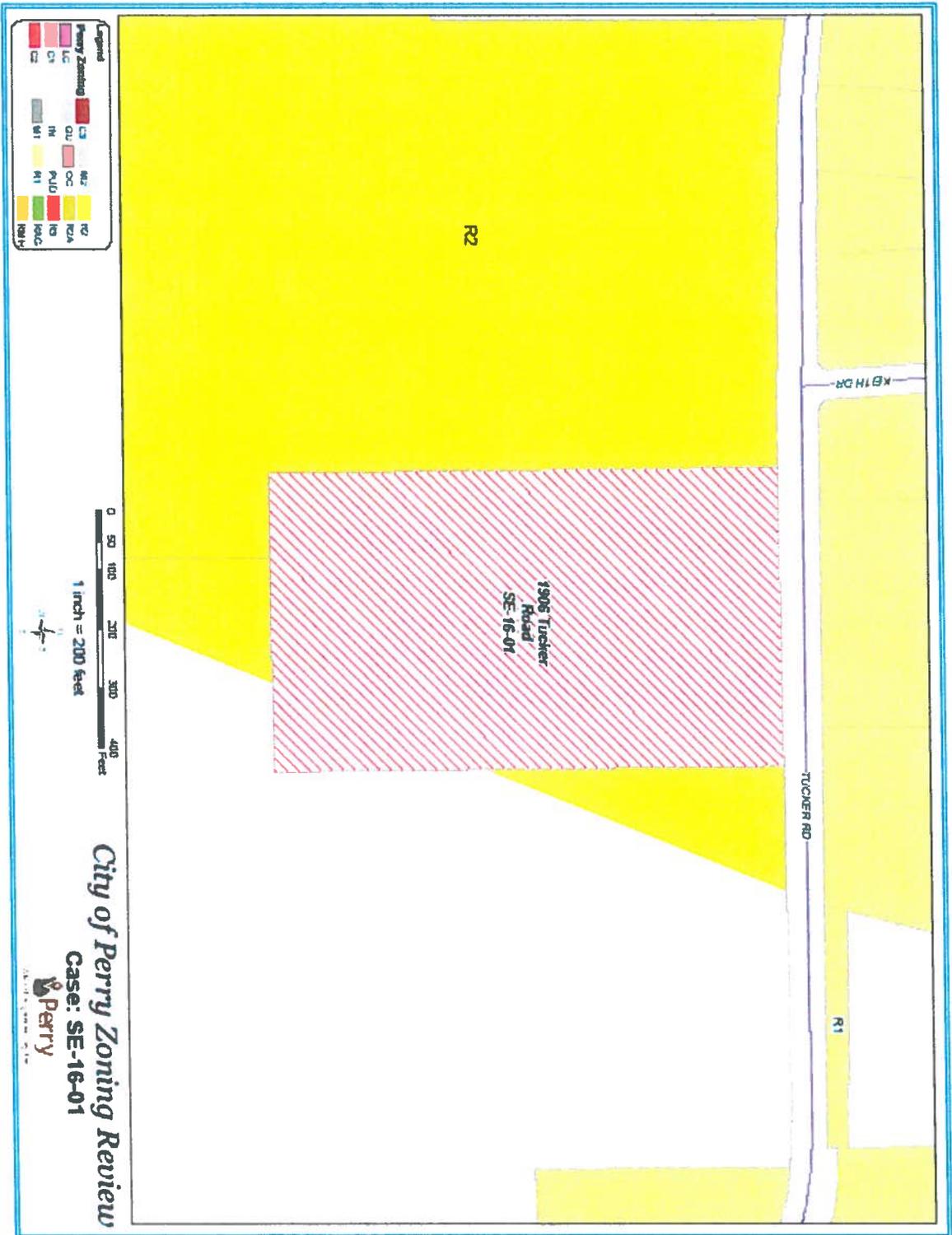
# City of Perry Zoning Review

## Case: SE-16-01



**Legend**

Perry Zoning	R2	M2	R1
LC	GU	DC	R2A
C1	IN	PUD	R3
C2	M1	R1	RAG
			RMH



**Legend**

LC	LC	OU	OU	OC	OC	OC	OC
CR	CR	IN	IN	PAU	PAU	PAU	PAU
CE	CE	W1	W1	R1	R1	R1	R1
				HA	HA	HA	HA
				HA	HA	HA	HA



**City of Perry Zoning Review**  
**Case: SE-16-01**  

 City of Perry



FY17 Recommended Budget Overview

Fund Group	Special			Total
	General	Revenue	Proprietary	
Revenue				
Taxes	\$ 8,899,900	\$ 864,900	-	\$ 9,764,800
Licenses/Permits	329,800	-	-	329,800
Intergovernmental	8,000	-	-	8,000
Administrative Charges	897,000	-	-	897,000
Charge for Services	1,534,400	1,617,600	11,483,800	14,635,800
Fines/Forfeitures	551,300	-	-	551,300
Interest	6,000	300	5,400	11,700
Other Charges	114,300	-	176,400	290,700
Revenue Total	\$ 12,340,700	\$ 2,482,800	\$ 11,665,600	\$ 26,489,100
Expenditures				
General Government	\$ 3,322,300	\$ 498,000	-	\$ 3,820,300
Public Safety	4,969,600	1,562,700	-	6,532,300
Public Works	2,253,700	-	9,017,300	11,271,000
Recreation/Leisure	767,700	10,000	-	777,700
Housing/Economic Development	328,100	141,100	-	469,200
Capital	720,900	71,500	86,100	878,500
Debt Service	740,400	88,400	1,837,500	2,666,300
Depreciation	-	-	1,521,100	1,521,100
Expenditure Total	\$ 13,102,700	\$ 2,371,700	\$ 12,462,000	\$ 27,936,400
Other Financing	\$ 899,000	\$ 33,500	\$ 1,418,200	\$ 2,350,700
Annual Gain/(Loss)	\$ 137,000	\$ 144,600	\$ 621,800	\$ 903,400
Fund Balance				
Beginning	\$ 3,949,800	\$ 307,400	\$ 2,062,100	\$ 6,319,300
Ending	\$ 4,086,800	\$ 452,000	\$ 2,683,900	\$ 7,222,700

**MINUTES**  
**WORK SESSION MEETING**  
**OF THE PERRY CITY COUNCIL**  
May 16, 2016  
**5:00 P.M.**

1. Call to Order: Mayor James E. Faircloth, Jr., called to order the work session meeting held May 16, 2016 at 5:00 p.m.

2. Roll:

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

Elected Official Absent: None

Staff: City Manager Lee Gilmour, Attorney Matthew Hulbert and Recording Clerk, Nancy Graham

City Departmental Staffing: Chief Steve Lynn – Police Department, Brenda King – Director of Administration, Kevin Dye – Director of Leisure Services, Decius Aaron - Director of Public Works and Robert Smith – Department of Economic Development.

Guest(s)/Speaker(s): Chief Battalion Kirk Crumpton and Deputy Chief David Stanton

Press: Jake Jacobs – Houston Home Journal

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

3a. Discussion of bond refunding and improvement financing: Mr. Gilmour reminded Mayor and Council of the presentation and discussion at the last work session relative to the different funding options for refunding the bonded debt water and sewer and also for the improvements for new well cost. Council concurred to proceed with the bond financing aspect through the consultant and the improvements financing for the well #3 project will be followed up using the Georgia Environmental Facilities Authority.

3b. Follow up on extension of gas services for phases 2 & 3 in Stonebridge Subdivision: Mr. Gilmour referred Mayor and Council to memorandum dated May 6, 2016. Administration's recommendation is that Council adopts a procedure for the extension of gas services for residential subdivision to be handled the same as water/sewer extensions. Council concurred to follow Administration's recommendation.

3c. Review of the proposed job description for Digital Communication Manager: Mr. Smith referred Mayor and Council to the proposed job description for a part time

Digital Communication Manager. Council concurred to move forward and have the item be placed on the tomorrow's agenda for a vote.

3d. Department FY17 Budget Presentations: The following FY 17 presentations were given by the respective departments:

(1) Perry Fire & Emergency Services was presented by Mayor Faircloth in Chief Gray's absence. Council concurred to move forward with the department's budget noting Mr. Hunt's objection relative to the purchase of a first responder vehicle.

Council also concurred to proceed with the Agility Group contract with the two (2) points noted by the City Attorney's office.

(2) Department of Public Works presented by Mr. Aaron.

(3) Department of Community Development by presented Mr. Gilmour.

4. Other Business/Supplemental Agenda:

4a. Discussion of proposed intergovernmental agreement with Houston County Board of Commissioners: Mr. Gilmour referred Mayor and Council to the memorandum dated May 16, 2016 following up on Council's offer to reimburse the Houston County Board of Commissioners for a portion of its capital expense at the Perry-Houston County Airport. Council had a copy of the intergovernmental agreement for their review along with the memorandum outlining a payout schedule. Mr. Gilmour noted that the figures outlined are principle only. Administration's recommendation is to accept the agreement from the County. Council concurred to proceed with Administration's recommendation.

4b. Budget session No. 1 follow-up: Mr. Gilmour referred Mayor and Council to the May 16, 2016 memorandum, a follow up based on questions/comments from the budget session No. 1 held on May 9, 2016.

5. Council Member Items:

Council Member Hunt requested that Council consider inviting Mr. Wages to talk to Council relative to first responder vehicles. Council Members agreed that a visit from Mr. Wages would be not necessary.

Council Member King advised that several citizens of the community have expressed to him that they are pleased with the improvements made to the railroad tracks.

Council Member Jones stated he has received the same gratitude from a citizen relative to the railroad tracks improvements.

Mayor Pro Tempore Walker advised that he and Mr. Smith will present at the next work session the information that was gathered from the three cities they visited and any recommendations for Council to consider.

Council Member Jackson and Bynum –Grace had no report.

Mr. Gilmour and Attorney Hulbert – No report

6. Department Heads Items:

Ms. King advised that she is currently preparing the information for August tax sales.

Chief Lynn advised the following

- Update of a fatality that took place a week ago and another traffic fatality last night on Hwy 127
- This week is National Police Week
- The 2<sup>nd</sup> “Stuff the Cruiser” Food Drive was held May 14, 2016 at the Perry Walmart.

Mayor Faircloth thanked Chief Lynn and his staff for the seat belt safety presentation to the public.

Mr. Aaron advised the following:

- Public Works week began today and the essay contest winner will be at the Council meeting to receive her certificate.
- He spoke with Bryan Jones from Houston County Public Works relative to resurfacing Sandefur Rd.
- Loss of a light pole at Washington and Commerce as a result of an accident.

Mr. Dye – No report

Battalion Chief Crumpton and Deputy Chief Stanton – no report

Mayor Faircloth entertained a motion to enter into Executive Session for the purpose of real estate.

6. Executive Session entered at 6:15 p.m.: Council Member King moved to adjourn the work session meeting and enter into an executive session for the purpose of real estate. Council Member Jones seconded the motion and it carried unanimously.
7. Executive Session adjourned at 6:30 p.m.: Council’s work session meeting reconvened. Council adjourned the Executive Session held May 16, 2016 and reconvened into the Council’s work session meeting.
8. Adopted Resolution No. 2016 - 22 stating the purpose of Executive Session held May 16, 2016 was for real estate. Council Member Jackson moved to adopt a resolution stating the purpose of the executive session held on May 16, 2016 was to discuss real estate. Council Member Bynum-Grace seconded the motion and it carried unanimously. (*Resolution 2016-22 has been entered in the City’s official book of record*).
9. Adjournment: There being no further business to come before Council in the reconvened work session meeting held May 16, 2016, Mayor Pro Tempore Walker motioned to adjourn the meeting at 6:31 p.m.; Council Member Hunt seconded and it carried unanimously.

**MINUTES**  
**PRE COUNCIL MEETING**  
**OF THE PERRY CITY COUNCIL**  
May 17, 2016  
**5:00 P.M.**

1. Call to Order: Mayor James E. Faircloth, Jr. called to order the pre council meeting of the Perry City Council held May 17, 2016 at 5:00 p.m.

2. Roll.

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

Elected Official(s) Absent: None

Staff: City Manager Lee Gilmour, City Attorney Matthew Hulbert, and Recording Clerk, Cyndi Houser

City Departmental Staffing: Major Bill Phelps – Perry Police Department, Chief Ephraim Wheeler – Fire and Emergency Services Department, Fire Marshal David Stanton – Fire and Emergency Services Department, Robert Smith – Economic Development Director, Brenda King – Administrative Services Director, Decius Aaron – Public Works Director and Kevin Dye – Director of Leisure Services

Guest(s)/Speaker(s): None

Media: Jake Jacobs – Houston Home Journal

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

3a. Discussion of May 17, 2016 council meeting agenda.

6a. Consider appointment to WRATS Citizens Advisory Committee to replace Calvin Middlebrooks. There were no names to be presented. Mayor Faircloth explained the importance of having a representative on this committee. He stated the person did not have to have knowledge of transportation, but that it would be helpful and they must be able to attend morning or afternoon meetings.

9a. Second Reading of an ordinance amending the Perry Land Development Ordinance – Addition to Article VII – Use Requirements by District – Section 86 General Courtney Hodges Boulevard. Mr. Gilmour requested Council table this item until he could present further information to them. It was the consensus to table until the May 23, 2016 special meeting.

9b. Second Reading of an application for Alcohol License (Beer & Wine – Consumed on Premises) at new location, 100 Hampton Court. Name of business is

Bran Hospitality Perry LLC d/b/a Hampton Inn; Manager's name is Jaishree Amrit Patel. Mr. Gilmour advised that no complaints had been received concerning this application.

11b. Award of Bid(s):

1. Bid No. 2016-26 – Creekwood Pavilion. Mr. Dye stated staff was not recommending the low bidder because they did not meet the requirements.

2. Bid No. 2016-27 – Hafley Park Restrooms and Storage Building. Mr. Dye explained that two options were proposed, but staff was recommending the option with only one (1) restroom. Administration recommended tabling this item until the information can be reviewed more thoroughly.

3. Bid No. 2016-28 – Animal Shelter Administration Building. Mr. Gilmour asked Council to table this bid until a presentation by Parrish Construction at the next work session. The suggested location of the building has a potential sewer problem and Council will need to approve an alternate location.

4. Other Business/Supplemental Agenda:

4a. Discussion of fire chief position. Mr. Gilmour reviewed a memo outlining a proposed process for advertising the Fire Chief's vacancy. It was the consensus of Council to begin the process; a current job description will be sent to Mayor and Council.

5. Department Head Items

Mr. Aaron invited everyone to join Public Works on Friday, May 20<sup>th</sup> at 11 am for a cookout at Rozar Park to end the observance of Public Works Week.

Major Phelps:

- Invited everyone to join in having "Coffee with a Cop" on May 18<sup>th</sup> from 8-10 am at the Coffee Cup Café in Perry; this is being done county-wide.
- A safety check was conducted this past weekend; 19 child car seats were checked and 5 were replaced.
- "Stuff the Cruiser" was successful with 175 bags of food collected and \$225 in donations to be used to purchase gifts for needy children at Christmas.
- Thanks to Council Member Hunt for participating in the dunking booth.

Mr. Smith announced that a residential assessment would begin May 18<sup>th</sup> and last for 2-3 months. Middle Georgia Regional Commission is conducting the assessment of all houses in Perry; the assessors will be in a vehicle with an orange strobe light and a "Makes Frequent Stops" sign.

Mr. Dye announced the Leisure Services Department had tried to set up a water battle between the fire department and the community in conjunction with the Chamber's July 4<sup>th</sup> events, but details could not be worked out for this year. He requested permission to move

forward with the event on a different day at Rozar Park. It was the consensus of Council for Leisure Services to determine a date closer to July 4<sup>th</sup> and work out other details.

6. Council Member Items:

No reports from Council Members Jackson, King, Hunt, Jones and Bynum-Grace.

Mayor Pro Tempore Walker inquired about a possible Walk with Mayor on May 31, 2016 at 5:30 pm if there is not a budget meeting. The route is in District 3 and will be on Faye Circle.

No reports from Mr. Gilmour and Attorney Hulbert.

7. Executive Session entered at 5:35 p.m.: On a motion by Council Member King, seconded by Council Member Jones and carried unanimously, Council went into executive session for purposes of litigation.
8. Executive Session adjourned; Council's work session reconvened. Council adjourned the executive session held May 17, 2016 and reconvened into the pre council meeting.
9. Adopted Resolution No. 2016-23 stating purpose of the executive session held on May 17, 2016 was for litigation. On a motion by Council Member Hunt, seconded by Council Member Jackson and carried unanimously adopted Resolution No. 2016-23 stating the purpose of the executive session held on May 17, 2016 was for litigation. (*Resolution 2016-23 has been entered in the City's official book of record*).
10. Adjournment: On a motion by Mayor Pro Tempore Walker, seconded by Council Member Bynum-Grace and carried unanimously, the reconvened pre council meeting held May 17, 2016 was adjourned at 5:50 p.m.

**MINUTES**  
**REGULAR MEETING OF THE PERRY CITY COUNCIL**  
**May 17, 2016**  
**6:00 P.M.**

1. Call to Order: Mayor James E. Faircloth, Jr., Presiding Officer, called to order the regular meeting of the Perry City Council held May 17, 2016 at 6:00 p.m.

2. Roll.

Elected Officials Present: Mayor James E. Faircloth, Jr.; Mayor Pro Tempore Randal Walker and Council Members Phyllis Bynum-Grace, William Jackson, Willie King, Robert Jones and Riley Hunt.

Elected Official(s) Absent: None.

Staff: City Manager Lee Gilmour, City Attorney Matthew Hulbert and Recording Clerk, Cyndi Houser

City Departmental Staffing: Chief Steve Lynn and Major William Phelps – Perry Police Department, Chief Ephraim Wheeler and Chief David Stanton – Fire and Emergency Services Department, Decius Aaron – Director of Public Works, Brenda King – Director of Administration and Kevin Dye - Director of Leisure Services.

Guest(s)/Speaker(s): Mr. Eugene Dukes, Mr. Rob Brooks and Ms. Addison Foster.

Media: Jake Jacobs, Houston Home Journal and Chris Rogers, ComSouth 100

3. Invocation and Pledge of Allegiance to the Flag: Council Member Jones rendered the invocation and Council Member King led the pledge of allegiance to the flag.

4. Community Partner(s) Update(s):

4a. Update on 21<sup>st</sup> Century Partnership. Mr. Rob Brooks provided an overview and an update on the activities of the 21<sup>st</sup> Century Partnership. He stated the Partnership's President/CEO Colonel (Ret.) Charles Stenner resigned last November and the Administrative Assistant, Chrissy Minor had taken another position. Other items included the STEM program's importance for the future of Robins AFB; the purchase of property to stop encroachment around the base; the aging workforce; the Board updated their bylaws to aid in the search for a new president/CEO; the concern about ongoing cuts by the Defense Department; meetings with state representatives and how they work with uniformed personnel.

5. Recognition(s)/Presentation(s): Mayor James E. Faircloth, Jr.

Mayor Faircloth presented a proclamation to Mr. Aaron declaring May 16-20, 2016 as Public Works Week.

Mr. Aaron presented the Public Works essay winner, Addison Foster, with a certificate, backpack filled with goodies and a gift certificate. Miss Foster is a 4<sup>th</sup> grader at Morningside Elementary School.

6. Appointments to Boards, Authorities and Commissions. Mayor James E. Faircloth, Jr.

6a. Consider appointment to WRATS Citizens Advisory Committee to replace Calvin Middlebrooks. No names were presented; Mayor Faircloth stated Council should this item will remain on the agenda until filled.

7. Citizens with Input.

Mr. Eugene Dukes – 1738 Milton Way, expressed his concern over the rapid increases in the fire fee since inception.

8. Consent Agenda Items: Mayor James E. Faircloth, Jr.

8a. Council's Consideration – Minutes of May 2, 2016 work session, May 3, 2016 pre council meeting and May 3, 2016 council meeting. Council Member Hunt motioned to accept the minutes as submitted; Council Member Jackson seconded the motion, and carried unanimously.

9. Old Business: Mayor James E. Faircloth, Jr.

9a. Ordinance(s) for Second Reading and Adoption:

1. **Second Reading** of an ordinance amending the Perry land Development Ordinance – Addition to Article VIII – Use Requirements by District – Section 86 General Courtney Hodges Boulevard. Mayor Pro Tempore moved to table the second reading in order to provide more information to Council and place on the May 23, 2016 agenda. Mr. Jones seconded the motion and it was unanimously approved.

9b. Alcohol License(s) for Second Reading and Adoption:

1. **Second Reading** of and application for Alcohol License (Beer & Wine – Consumed on Premises) at new location, 100 Hampton Court. Name of business is Bran Hospitality Perry LLC d/b/a Hampton Inn; Manager's name is Jaishree Amrit Patel. As part of the requirements for license at a new location, the named manager must be present; Ms. Patel was not present. It was the consensus of Council to forego this item until the applicant appears.

10. Any Other Old Business Matters:

10a. Mayor James E. Faircloth, Jr – None

10b. Council Members – None

10c. City Manager Lee Gilmour – None

10d. City Attorney Matthew Hulbert – None

11. New Business: Mayor James E. Faircloth, Jr.

11a. Matters referred from April 18, 2016 work session and April 110, 2016 pre council meeting

1. Approve FY16 Job Classification Schedule to include a Digital Communication Manager position.

Mr. Gilmour explained the addition of this position was in line with the strategic plan of Council to become more active in social media. The position is part-time and will be funded through the Economic Development Department. Council Member Bynum-Grace moved to approve the FY16 Job Classification Schedule to include a part-time Digital Communication Manager; Council Member Jones seconded. The motion was approved 5 to 1 with Mr. Hunt opposing.

2. Approve an intergovernmental agreement between Houston County Board of Commissioners and the City of Perry relative to airport improvements.

Mayor Faircloth advised this agreement is for three (3) improvement projects at the Perry-Houston County Airport: new T-hangers, purchase of property and the construction of a hanger and a recommended repayment schedule for the improvement projects at the Perry-Houston County Airport. Mayor Pro Tempore Walker motioned to approve the intergovernmental agreement between Houston County Board of Commissioners and the City of Perry for the three (3) improvement projects and a repayment schedule as presented. Motion was seconded by Council Member Jackson and carried unanimously.

3. Approve an agreement with Agility Recovery Solutions, Inc.

The proposed agreement with Agility Recovery Solutions, Inc. will allow the company to help the City set up a new location for city hall, police and fire functions in the event of a man-made or natural disaster. Council Member Bynum-Grace moved to approve an agreement between Agility Recovery Solutions, Inc. and the City of Perry. Council Member King seconded the motion and carried unanimously.

11b. Award of Bid(s)

1. Approval of Bid No. 2016-26 - Creekwood Park Pavilion. Mayor Faircloth presented bids for Council consideration for the construction of a new pavilion at Creekwood Park.

12. Department Head Items:

Chief Lynn and Major Phelps advised Council they had received the information concerning the street closing request for the Cinco de Mayor First Friday event on May 6, 2016. The street closure request was for Carroll Street between Jernigan and Washington and Ball Street from Commerce and Main. In response to a question about the timeline for notices for street closings, Major Phelps stated he would have enough time to contact DOT. Council Member

King motioned to approve the street closings as recommended by the Police Department; Council Member Hunt seconded the motion and it carried.

Chief Lynn also advised that rolling traffic/safety checks would be conducted throughout the county on Friday, April 22<sup>nd</sup>.

Mr. Smith reported:

- Perry Main Street Advisory Board's 2015 annual review has been completed and received an excellent report.
- Main Street Advisory Board will be hosting tram tours in the historic Downtown District on May 5<sup>th</sup> and May 10<sup>th</sup> beginning at 5:30 pm. Availability is on a first come, first serve basis.
- Mr. Carmine of the Main Street Design Studio will be touring with the Main Street Advisory Board on April 28<sup>th</sup> and making guideline recommendations for designs, etc.
- April 30<sup>th</sup>, the Perry Housing Team will be conducting a spring clean up beginning at 8:30 in the Creekwood area with lunch provided for the volunteers at Noon.

Mr. Aaron reported that April 22-210<sup>th</sup> will be the annual Perry Clean Up week.

Chief Gray reminded members that a controlled structure burn will be held on April 23, 2016 to assist in training the newest firefighters; the public is invited to view from a designated location.

Mr. Dye noted the family night movie "The Good Dinosaur" will be April 22<sup>nd</sup> beginning at dusk and the fishing rodeo will be the next day starting at 8:30 am. Both events are at Rozar Park.

13. Council Members Items:

Mayor Pro Tempore Walker, Council Members Bynum-Grace, Jones, Hunt, Jackson and King – No report

Mr. Gilmour and Attorney Walker – no report

14. General Public Items:

None

15. Mayor Items:

- Houston County Development Authority - Industry Appreciation Reception on April 21, 2016 at Go Fish.
- Senator Tolleson - Golden Eagle Award on April 21, 2016.
- Power of Prevention night with celebrity wait staff will be April 25, 2016 at the Swanson.
- There will be real celebrities in town on April 30, 2016 with Deborah Roberts and Al Roker signing their book at the Perry library.

16. Adjourn: There being no further business to come before Council in the regular council meeting held April 110, 2016, it was adjourned at 6:58 p.m.

## MINUTES

### SPECIAL MEETING OF THE PERRY CITY COUNCIL

May 23, 2016

**5:00 P.M.**

1. Call to Order: Mayor James E. Faircloth, Jr., Presiding Officer, called to order the special meeting of the Perry City Council held May 23, 2016 at 5:00 p.m.

2. Roll.

Elected Officials Present: Mayor James E. Faircloth, Jr.; Mayor Pro Tempore Randall Walker and Council Members Robert Jones, Phyllis Bynum-Grace, Willie King and William Jackson.

Elected Official(s) Absent: Council Member Hunt.

Staff: City Manager Lee Gilmour, City Attorney Matthew Hulbert, Catherine Edgemon and Recording Clerk, Cyndi Houser

City Departmental Staffing: Chief Steve Lynn – Perry Police Department, Chief David Stanton – Fire and Emergency Services Department, Decius Aaron – Director of Public Works, Brenda King – Director of Administration, Robert Smith – Director of Economic Development and Kevin Dye - Director of Leisure Services.

Guest(s)/Speaker(s): Ms. Darlene McLendon – Perry Chamber of Commerce; Mr. Steve Rodgers and Andrew Presswood – Perry Area Visitors and Convention Bureau Authority, Mr. Bryan Fountain, Dr. Brian Burnham and Mr. Kelly Hillis - Perry Downtown Development Authority; Mr. Bill O’Neal, Ms. Connie Potter, and Tish Cossart - Perry Main Street Advisory Board; and Ms. Jaishree Amrit Patel – Hampton Inn.

Media: Jake Jacobs and Cheri Adams, Houston Home Journal

Mayor Faircloth deviated from the agenda

3. 3c. Alcohol License(s) for Second Reading and Adoption:

1. **Second Reading**: Application for Alcohol License (Beer & Wine – Consumed on Premises) at new location, 100 Hampton Court. Name of business is Bran Hospitality Perry LLC d/b/a Hampton Inn; Manager’s name is Jaishree Amrit Patel. Mayor Faircloth entertained a motion to approve the application for Alcohol License (Beer & Wine – Consumed on Premises) at 100 Hampton Court, Hampton Inn, Ms. Jaishree Amrit Patel, Manager. Mayor Pro Tempore Walker moved to approve the application as submitted; Council Member Jones seconded and the motion carried unanimously.

Mayor Faircloth returned to the agenda

- 3a. Outside Agencies FY 17 Budget Presentations:

Perry Area Visitors and Convention Bureau Authority – Mr. Rodgers stated they were not asking for any increase in their proposed budget. He announced the Authority had selected Allison Hamsley as the new Executive Director about 3 weeks ago, but she was unable to attend because she was in a training class.

Georgia Artisan Center – No representative was present.

Perry Downtown Development Authority – Mr. Bryan Fountain, chairman, gave a brief overview of the Authority’s programs and accomplishments for the past year. Upcoming projects include alley beautification, developing public-private partnerships and the revolving loan fund. They were appreciative of the support of Mayor and Council.

Perry Main Street Advisory Board – Mr. Bill O’Neal noted the many accomplishments of the Main Street Board including, but not limited to, 15 façade grants, a memorandum of understanding with the Department of Community Affairs, obtaining free regional advertising at exit 136, and partnering with the Historic Society for tram tours.

Perry Housing Team – Mr. Robert Smith noted the group is fulfilling the goals of their work plan and thanked Mayor and Council for all their support and did not request any further funding.

Middle Georgia Clean Air Coalition – No representative was present.

21<sup>st</sup> Century Partnership – No representative was present.

Perry-Houston County Airport Authority – No representative was present.

Perry Area Chamber of Commerce – Ms. McLendon expressed her appreciation of the continued support of the Chamber and their activities and agreed with the recommendations provided to Mayor and Council.

3b. Ordinance(s) for Second Reading(s) and Adoption

1. **Second Reading** of an ordinance amending the Perry Land Development Ordinance - Addition to Article VIII – Use Requirements by District – Section 86 General Courtney Hodges Boulevard.

Adopted Ordinance 2016-05 amending the Perry Land Development Ordinance Section – Addition to Article VIII – Use Requirements by District – Section 86 General Courtney Hodges Boulevard. Mayor Faircloth entertained a motion to adopt said ordinance as submitted. Council Member Jones motioned to adopt said ordinance as submitted. Council Member King seconded the motion and it carried unanimously. (*Ordinance 2016-05 has been entered in the City’s official book of record*).

3d. Award of Bid(s):

1. Approval of Bid No. 2016-27 – Hafley Park Restrooms and Storage Building. Mayor Faircloth presented bids for Council consideration for the construction of a new storage building and one restroom at Hafley Park. Mr. Dye advised the low bidder had been contacted to assure that he understood the requirements of the bid and responded that he did. Staff recommended awarding the bid to J W Shuttlesworth, LLC. Council Member Bynum-Grace moved to award the low bid of \$35,675 to J W Shuttlesworth, LLC to construct a storage building and one restroom at Hafley Park. Council Member King seconded and the motion carried unanimously.

3e. Department(s) FY 17 Budget Presentation(s)

1. Department of Leisure Services. Mr. Dye agreed with the recommendations made by the City Manager for the FY17 budget. He then presented a slide show with goals of the Leisure Services Department in the next 5-10 years which included possible pocket parks, senior gardens, more adult programs, updating the playground equipment and adding a kayak trail on Indian Creek.

3f. Budget session No. 2 follow-up

Mr. Gilmour provided more information on the 1<sup>st</sup> Responder vehicle after talking with the Director of Medical Services at the Georgia Department of Health. There are no ambulance requirements for this type of vehicle as long as drugs are not administered. It was Administration's recommendation to establish criteria for extreme medical conditions and extreme wait times for EMS. He further recommended waiting on mowing personnel. Administration recommended adopting the benchmark salary ranges for the next level. Most classified salaries will not be affected because they are already within the range; however, entry level would be higher. It was recommended phasing in the benchmarks for unclassified positions over a two year period. Recommended adjustments included an additional amount for E-911 and capital expenditures from the Hotel/Motel Tax Special Revenue fund for the Perry Arts Center and the Perry Public Arts Commission.

4. Council Member Items:

Council Members Jackson and Bynum-Grace – No reports

Mayor Pro-Tempore Walker announced that there will be a “Walk with Mayor and Council” in District 3 on May 31, 2016 beginning at 5:30. The walk will begin at the parking lot of Kingdom Hall and include Faye Circle. Details will be on the lobby TV and the web page.

Council Member Jones reported several potholes on Park Avenue

Council Member King reported a leak in his neighborhood still has an orange cone.

Mr. Hulbert had no report.

Mr. Gilmour - 1) reminded all that the next step in the budget process will be the official hearing on June 7<sup>th</sup>. 2) Explained he had recently met with the president of the Guardian Center and relayed that the company's tax bill was inadvertently sent to the wrong address.

The company has corrected the situation, the lien has been canceled, but requested Council consider vacating the lien if possible. It was the consensus to move forward with the expungement if Mr. Hulbert's research shows that it can be done.

5. Department Head Items:

Ms. King, Mr. Dye, Mr. Smith and Chief Stanton had no reports

Chief Lynn reported that the six (6) high school graduations will be taking place on Friday and Saturday at the fairgrounds and the police department would be assisting with traffic control. He and Major Phelps will attend a memorial service at the training center in Forsyth.

Mr. Aaron expressed his appreciation for the support of the cookout held at the end of Public Works Week. Plans for more staff training are in the works. Mr. Aaron explained the current method/schedule for mowing is slowed down when staff has to pick up debris first. A suggestion was made to possibly use part-time/seasonal help to go ahead of the mowers. This could be done by high schoolers or college students looking to pick up a little money during the summer.

Ms. Edgemon reminded Mayor and Council that Harold Deal's last day of work will be Friday, May 27<sup>th</sup> with a retirement luncheon on June 1<sup>st</sup>.

6. Mayor Items:

- Business After Hours will be held at Summerhill at 5:30 pm on Thursday, May 26<sup>th</sup>
- Downtown Wine Tasting – June 3<sup>rd</sup>
- Next work session - June 6<sup>th</sup>
- Next regular council meeting – June 7<sup>th</sup>

7. Adjourn: There being no further business to come before Council in the special council meeting held May 23, 2016, it was adjourned at 6:23 p.m.



**MEMORANDUM**

TO: Lee Gilmour, City Manager  
FROM: Brenda Kin,  Director of Administration  
DATE: June 1, 2016  
REF: Bid #2016-24

Description: Construct a deceleration lane, entrance drive and relocate two water mains.

Funding: 12 SPLOST Fund

Vendor Name	Bid Amount
LaKay Enterprises Inc., Fort Valley GA	\$174,458.00
LeClay Inc., Perry GA	\$185,966.80

Department recommends awarding bid to LaKay Enterprises Inc. in the amount of \$174,458.00.

June 1, 2016

Mr. Chad McMurrian  
City of Perry  
P.O. Box 2030  
1211 Washington Street  
Perry, GA 31069

Subject: Contractor Letter of Recommendation  
Heritage Park DOT Entrance  
Bid Number 2016-24

Dear Mr. McMurrian

On May 31, 2016 at 2 PM, a bid opening meeting was held at City Hall for the above referenced project. Two bids were submitted and the results are listed below.

LaKay Enterprises Inc.	\$ 174,458.00
LeClay Inc.	\$ 185,966.80

This letter is to serve as a recommendation that the City of Perry enter into an agreement with LaKay Enterprises, Inc. for the above referenced project. The submitted bid total was **\$174,458.00**. I have had the opportunity to work with LaKay Enterprises, Inc. on many occasions and have found their work to be acceptable. If this is agreeable with the City of Perry, I will prepare a Notice of Award. A Notice to Proceed will be issued upon your approval.

Please let me know if you have any questions on the project.

Sincerely,

*Ronnie Kent*

Ronnie Kent  
Ocmulgee, Inc.

Cc: File – 16-0102A

*“Re-defining Design”*



Where Georgia comes together.

**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

TO: Mayor/Council

FROM: Lee Gilmour, City Manager *LG*

DATE: May 26, 2016

REFERENCE: Waiver of Residence

In Mr. Aaron's offer of employment, he was advised he would need to relocate to the Perry service area unless adjusted by Council. Mr. Aaron has had no issues fulfilling all job expectations and his position is not considered a first responder. Mr. Aaron has been accessible and has, when needed, worked weekends or after hours. He lives in Macon.

I recommend Council officially adjust the residence stipulation to accept his current address. Currently two other department heads live outside the service area.

cc: Mr. D. Aaron



Where Georgia comes together.

**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

TO: Mayor/Council  
FROM: Lee Gilmour, City Manager *LG*  
DATE: June 2, 2016  
RE: Historic Buildings Moratorium

The Council's acceptance of the branding proposal provides the final parameters for preparing a recommendation for preserving certain historical buildings in the city. The Administration requests Council extend the existing historic structures moratorium for an additional six (6) months to provide time to complete the process.

cc: Ms. C. Sewell