

**MINUTES**  
**WORK SESSION MEETING**  
**OF THE PERRY CITY COUNCIL**  
August 1, 2016  
**5:00 P.M.**

1. Call to Order: Mayor James E. Faircloth, Jr. called to order the work session meeting held August 1, 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, City Attorney Matthew Hulbert and Recording Clerk Annie Warren.

City Departmental Staffing: Chief Steve Lynn – Police Department, Decius Aaron – Director of Public Works, Kevin Dye – Director of Leisure Services, Brenda King – Director of Administration, Robert Smith - Economic Development Director, Catherine Edgemon – Main Street Coordinator, Fire Marshal David Stanton – Fire and Emergency Services, Battalion Chief Robby Rowell – Fire and Emergency Services, Susan Miles – Revenue Collection Manager, Karen Bycenski – Personnel Analyst, and Chad McMurrian – Lead Engineering Technician.

Guest(s) / Speaker(s): James Kizer, Ryan Bode, Sharon Kelly, Travis Falcione, Mr. Behe and Mr. Perren

Media: Jake Jacobs - Houston Home Journal

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

3a. Presentation from Constantine Engineering relative to City of Perry's 2016 Infiltration and Inflow Analysis – Mr. J. Kizer.

Mr. Kizer presented to Mayor and Council the City of Perry's 2016 Infiltration and Inflow Analysis summary report and recommendations. Mr. Kizer recommended modifying the scope of the current aeration basin upgrade to perform an alternative evaluation of processes for total phosphorus removal. Council Member Jones motioned to proceed with the recommendation to modify the scope of the existing aeration basin upgrade to perform an alternative evaluation for total phosphorus removal for a cost up to \$15,000; Council Member Hunt seconded the motion and it carried unanimously.

Mayor Faircloth deviated from the agenda.

4. Other Business/Supplemental Agenda: Mayor James E. Faircloth, Jr.
  - 4a. Presentation relative to AquaHawk – Mr. T. Brehe. Mr. Brehe presented to Mayor and Council an overview of AquaHawk which was followed by a question and answer session.
  - 3b. Presentation relative to the rebranding initiative for water tower logos – Mayor Pro Tempore Randall Walker. Mayor Pro Tempore Walker presented to Mayor and Council a recommendation relative to the rebranding initiative for water towers logos. Council concurred to move forward and have this item placed on tomorrow's agenda for a vote.
  - 3c. Discussion of CHIP Policies and Procedures and Section 3 Policy – Mr. R. Smith. Mr. Smith requested from Mayor and Council permission to move forward with CHIP Policies and Procedures and Section 3 Policy. After discussion, it was the consensus of Council for Mr. Smith to precede with CHIP Policies and Procedures and Section 3 Policy and have this item placed on tomorrow's agenda for a vote.
  - 3d. Discussion relative to Special Event Application process – Ms. C. Edgemon. Ms. Edgemon reviewed the Special Event Application process and Council concurred to move forward and have the item placed on tomorrow's agenda for a vote.
  - 3e. Discussion of Certificate of Appropriateness process – Mr. L. Gilmour. Mr. Gilmour presented for Mayor and Council's consideration recommendations from Administration relative to the Certificate of Appropriateness process. It was the consensus of Council to move forward with Administration's recommendations relative to the Certificate of Appropriateness process.
  - 3f. Discussion of priorities for DDA – Mr. L. Gilmour. Administration provided recommendations to Mayor and Council relative to the role of Downtown Development Authority of the City of Perry. Council concurred with moving forward with Administration's recommendations of the Downtown Development Authority of the City of Perry.
  - 3g. Consider contracting for audit of accommodation excise tax – Mr. L. Gilmour. Mr. Gilmour recommended to Mayor and Council contracting for audit of accommodation excise tax. Council concurred proceeding with contracting for audit of accommodation excise tax.
  - 3h. Consider traffic flow increase from Interfor US Inc. – Mr. L. Gilmour. Mr. Gilmour advised Mayor and Council of a request from Interfor US Inc. relative to altering the route the drivers use when entering the plant. Council concurred to move forward with Interfor US Inc. route proposal for drivers to use when entering the plant.
  - 3i. Review of 2017 street resurfacing priority list – Mr. D. Aaron. Mr. Aaron

provided Mayor and Council a revised 2017 LMIG resurfacing list. Council concurred to move forward with the revised 2017 LMIG resurfacing list.

- 3j. Consider approval for replacement of certain windows in public safety building – Mr. D. Aaron. Mr. Aaron advised Mayor and Council that Mr. Schell solicited cost estimates for the replacement of certain windows in the public safety building and received one proposal. Mr. Aaron requested Council's permission of going back out and soliciting proposals in order to have a comparison. Council concurred going back out to solicit proposals for the replacement of certain windows in the public safety building.
- 3k. Consider proceeding through Perry Public Facilities Authority for the construction of certain park improvements – Mr. L. Gilmour. Mr. Gilmour provided Mayor and Council a follow up memo relative to park concept improvements and recommended proceeding through the Perry Public Facility Authority to issue revenue bonds backed by the City for Creekwood Park Splash Pad Phase 1, Third Street Park Phase 1, Jaycees Park Phase 1, Heritage Park Phase 1, and Calhoun Park Tennis Court Improvements. Council concurred to proceed and have this item placed on tomorrow's agenda for a vote.
- 3l. Review and discuss Regional Commission recommendation for City of Perry VoIP Phone System RFP – Ms. B. King and Mr. S. Perren. Mr. Perren reviewed the recommendations of the review panel. Council Mayor Faircloth recommended proceeding with appointing a project manager and issuing a second RFP for an on-site VoIP phone system. Council concurred to proceed with Mayor Faircloth's recommendations.

5. Council Member Items:

Council had no reports.

Mr. Gilmour and Attorney Hulbert had no reports.

6. Department Head Items:

Ms. King provided an update relative to the 2006 Bond refinancing. Mayor Faircloth entertained a motion to appoint Raymond James and William Camp to act as bidding agent and solicitor for bond event. Council Member Jones motioned to appoint Raymond James and William Camp to act as bidding agent and solicitor for bond event; Council Member King seconded the motion and it carried unanimously.

Ms. King reported the tax sale is slated for tomorrow at the courthouse.

Fire Marshal Stanton, Battalion Chief Rowell, Chief Lynn and Kevin Dye had no reports.

Mr. Smith advised the City of Perry Housing Week will be held September 11-17, 2016.

Mr. Aaron stated the new toters with the City's logo have been delivered.

Ms. Edgemon reported on the Boost Grants that were awarded to Two of a Kind and Gentry's Downtown Market.

Mayor Faircloth entertained a motion to enter into an executive session for personnel and real estate acquisition.

7. Executive Session entered at 6:44 p.m.: Council Member Bynum-Grace motioned to adjourn the work session and enter into executive session for the purpose of personnel and real estate acquisition. Council Member King seconded the motion and it carried unanimously.
8. Executive Session adjourned; Council work session reconvened. Council adjourned the executive session held August 1, 2016 and reconvened into the council's work session.
9. Adopted Resolution No. 2016-33 stating purpose of executive session held August 1, 2016 was to discuss personnel and real estate acquisition. Council Member Jones moved to adopt a resolution stating the purpose of the Executive Session held on August 1, 2016 was to discuss personnel and real estate acquisition. Council Member Jackson seconded the motion and it carried unanimously. No action was taken. *(Resolution 2016-33 has been entered in the City's official book of record).*
10. Adjournment: There being no further business to come before Council in the reconvened work session held August 1, 2016 Council Member Hunt motioned to adjourn the meeting at 7:40 p.m. Mayor Pro Tempore Walker seconded the motion and it carried unanimously.