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AGENDA  
PRE COUNCIL MEETING  
OF THE PERRY CITY COUNCIL  
September 6, 2016  
5:00 P.M.

1. Call to Order: Mayor James E. Faircloth, Jr.
2. Roll.
3. Items of Review/Discussion: Mayor James E. Faircloth, Jr.
  - 3a. Discussion of September 6, 2016 council meeting agenda.
  - 3b. Presentation from Family Promise of Greater Houston County – Mr. Dave Razo.
  - 3c. Consider authorizing development of future space needs for city departments.
  - 3d. Consider options for traffic control in 1000 block Carroll Street.
  - 3e. Discussion of Washington Street lighting project.
  - 3f. Discussion of insurance for event volunteers.
4. Department Head Items:
5. Council Member Items:
6. Adjourn.



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**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

TO: Mayor/Council  
FROM: Lee Gilmour, City Manager  
DATE: August 31, 2016  
REFERENCE: Request for Traffic Control

Attached are:

1. July 26, 2016 request from trustees of Perry United Methodist Church requesting assistance for traffic calming measures in the 1000 block of Carroll Street.
2. August 8, 2016 suggestions from Mr. Aaron.
3. August 9, 2016 suggestions from Mr. McMurrian.

At the August 12, 2016 management team meeting, it was suggested to stagger the traffic control devices on Carroll Street so a driver could not drive the entire length of Carroll Street without stopping.

Chief Lynn met with Church representatives and it is their request to place attention getters as shown on the attached photo.

The trustees desire to implement something quickly.

cc: Mr. D. Aaron  
Chief S. Lynn  
Mr. C. McMurrian



1002 Carroll Street • P. O. Box 73 • Perry, Georgia 31069  
Office: 478-987-1852 • Website: [www.perryumc.org](http://www.perryumc.org)

July 26, 2016

Mr. Lee Gilmour, City Manager  
City of Perry  
P.O. Box 2030  
Perry, GA 31069

Dear Mr. Gilmour,

The Trustees of Perry United Methodist Church are increasingly concerned about life safety issues related to cars traveling on Carroll Street. From our observations, it is especially dangerous when a driver has a green light at Carroll and Jernigan Streets and is not slowed up as they approach Carroll and Washington Streets. These unimpeded cars are traveling at a dangerous pace for pedestrian traffic emerging from cars parked in the 1000 block of Carroll Street.

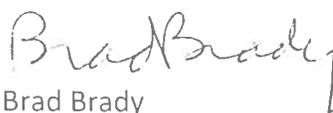
Aware of the danger, we have posted staff and volunteers to serve as "crossing guards" during the peak hours when parents are bringing children for Vacation Bible School or other mid-week activities. As you can imagine, not all drivers appreciate our presence.

We would like to begin a conversation with the appropriate persons at City Hall about developing some long-term traffic calming strategies for Carroll Street. Particularly, we are interested in discovering solutions to the speeding cars traveling down Carroll Street at the intersection of Washington Street, and mid-way in our (1000) block where there is an existing crosswalk. We would be willing to discuss a partnership in providing these solutions much like our church has done on previous occasions.

Please feel free to contact either of us for more conversation or to direct us to the appropriate staff person for us to approach.

Cordially yours,

  
John Gray Walker  
Trustees Chairperson  
[jwalker@walkerwalkerfirm.com](mailto:jwalker@walkerwalkerfirm.com)

  
Brad Brady  
Senior Pastor  
[brad\\_p@perryumc.org](mailto:brad_p@perryumc.org)



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Department of Public Works

August 8, 2016

MEMORANDUM

TO: R. Lee Gilmour  
City Manager

FROM:  Decius T. Aaron  
Director of Public Works

DATE: August 8, 2016

REFERENCE: Life Safety Concerns

Per your memo dated August 4, 2016, I visited Carroll Street (from Jernigan Street to Macon Road) on three (3) separate occasions today. The first visit was at 11:30 A.M., the second visit was at 1:30 P.M. and the third visit was at 3:30 P.M. During my visits I did not notice any speeding vehicles. The section of Carroll Street from Jernigan Street to Washington Street traverses through the heart of the downtown district and is not conducive for vehicles traveling at a high rate of speed. Carroll Street from Washington Street to Macon Road has parking on both sides of the street and this typically causes drivers to slow down. I think the area should be monitored to determine if the issue mentioned in the letter is an isolated case or is there a true problem. Once this is determined, then a solution that works for the church and the City can be discussed.

If additional information is needed, please advise.

DTA:da



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Department of Community Development

TO: Lee Gilmour, City Manager

CC: Chief Steve Lynn, Chief of Police  
Decius Aaron, Public Works

FROM: Chad McMurrin, Lead Engineering Technician

DATE: August 9, 2016

SUBJECT: Life Safety Concerns at Perry United Methodist Church.

I have listed several items to consider for pedestrian safety concerns at the Perry United Methodist Church on Carroll Street. The best solution maybe a combination of some of the items listed below.

1 Signage will increase awareness and create accountability to obey traffic speeding laws. The City may consider decreasing the speed limit on Carroll Street to 10 or 15 mph. Pedestrian crosswalk signage should also be posted alerting traffic of an area for special concern.

2. The City may consider closure of Carroll Street in front of the Melodist Church to thru traffic. Signage again,would need to be posted to alert drivers of road closure and detour traffic to Main Street or Commerce Street. Emergency Responder personnel would need to review and approve of limited access to this area.

3. The City may consider the option of the Methodist Church assuming responsibility of this portion of Carroll Street. Again, any changes to Carroll Street would still need to be approved by the City and Emergency Responders.

4. "Choker" crosswalk is a term for a sidewalk with extensions in selected areas – such as at intersections or at mid-block – as opposed to a full sidewalk widening. The benefits provide a safe haven for pedestrians waiting to cross the street, while encouraging slower traffic. Choker crosswalk will also shorten the crossing distance, and encourage drivers to take alternative routes.





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5. Road humps (or “speed humps”) are rounded mounds, approximately three inches high and 10 to 12 feet long. They effectively slow down traffic to 15-20 mph without making drivers uncomfortable. For optimum speed reduction, road humps need to be placed at frequent, designated intervals based on the street’s dimensions, to minimize the tendency to accelerate between them.



6. Speed bumps are usually at least 5-6” high and less than three feet long. It is important to highlight speed bumps, road humps, and speed tables with clear markings to alert approaching drivers. This can be accomplished by: painting words and symbols directly on the street; changing the texture of the street surface; or using signage (the word “Bump”)



7. Speed tables are road humps that are flat on top and sometimes slightly longer. They are the same width as the street and rise to meet the grade of the sidewalk, providing safe and comfortable crossings for walkers and wheelchairs. One major benefit of speed tables is that people cross at the point where drivers decrease speed.





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8. Rumble strips provide visual and aural cues to alert drivers to slow down with special care. Materials like granite and concrete are roughened by being broken into raised or depressed lines placed in strips across roadways, usually in a series. Drivers can lessen the vibration and the abrasive sound they create by slowing down. Changes in pavement color and texture (such as bricks or blocks), used in interesting and visually attractive ways, can also have the effect of rumble strips. These paving treatments create awareness of a pedestrian crosswalk. One disadvantage is unfavorable noise created from traffic in dense populated areas.







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Department of Community Development

**TO:** Lee Gilmour, City Manager

**FROM:** Chad McMurrin, Lead Engineering Technician 

**DATE:** 8/31/2016

**SUBJECT:** Washington Street lighting Project – Lighting conflict with Gas main.

Our engineer for the Washington Street project, Georgia Water & Environmental Services, LLC, has listed 3 possible solutions to lighting conflicts on Washington Street. Please see the attached letter.



## Georgia Water & Environmental Services

1222 Main Street  
Perry, GA 31069  
(478) 235-0307  
[www.georgiawaterservices.com](http://www.georgiawaterservices.com)

August 30, 2016

Mr. Chad McMurrian  
Lead Engineering Technician  
City of Perry  
11325 Brown Bridge Road  
Covington, GA 30016

**RE: Washington Street Sidewalk and Lighting Improvements  
Utility Conflict Issue**

Dear Mr. McMurrian,

LaKay Enterprises, Inc. (LaKay), along with their sub-contractor, Moye Electric, has notified GWES of three utility conflicts with light pole placement on the subject project. According to Moye Electric, the light poles in question are No. 4, 5, and 6 as shown on Drawing No. E-2.

From coordination with the City of Perry during preliminary design phase of the project, GWES was instructed to place the proposed light poles in symmetry with those previously installed along Commerce Street. It was determined that potential utility conflicts would be verified in the field during construction.

Per the City's request, GWES has evaluated three alternatives for conflict resolution for review. Please refer to these alternatives below.

- 1. Alternative 1 – Relocate gas main to avoid conflict with light pole foundation**  
This alternative entails leaving the proposed light poles in their design location, and the City would use their resources to perform gas main relocation around the pole foundations as required. This alternative would keep light poles off the back of curb keeping in symmetry with those along Commerce Street. Per the City's recommendation, cost associated with relocating the gas main is to be coordinated by the City with ESG, Inc. In addition, there may be construction delays as the gas main is relocated, which may impact the completion schedule by several weeks.
- 2. Alternative 2 – Relocate light poles to back of proposed brick paver sidewalk**  
This alternative entails moving the proposed light poles off the back of curb to the back of the brick paver sidewalk on the west side of Washington Street. Moye Electric has stated that no cost increase will occur from a construction standpoint to relocate the proposed light poles to approximately 15 inches inside the brick paver sidewalk. The light poles will remain symmetrical along Washington Street, but will

not match those along Commerce Street. Relocated pole placement may be shown in the record drawing submittal from LaKay at the end of the project prior to final pay request approval. Therefore, if handled in record drawings by LaKay, no cost increase with light pole relocation may be expected from GWES. No impacts to construction schedule are anticipated with this alternative.

**3. Alternative 3 – Relocate light poles to the east side of Washington Street**

This alternative entails moving the proposed light poles to the east side of Washington Street. This alternative includes significant changes to the design drawings, contractor's bid, and construction schedule. More survey information and utility locate information may be necessary to update the design drawings as well as re-submission of the GDOT AMPs permit for impacts along Main Street. It is anticipated engineering costs for re-design and permitting may exceed \$5,000.00. Without a clear design layout for light pole placement, the contractor's cost for such changes may not be accurately determined at this time; however, it may be anticipated that their costs may increase significantly from the current, electrical bid price of \$103,256.00 for proposed lighting. Also, it is anticipated that significant impacts to the construction schedule may be anticipated by several months.

It is our opinion that the most economically, feasible solution is Alternative No. 2. Alternative No. 2 provides no engineering and construction cost increases to the project, keeps the proposed light poles symmetrical along Washington Street, and allows LaKay to stay on schedule to complete the work.

If you have any questions or require additional information, please contact us. We will inform LaKay of the City's preference and direction to complete the subject work.

Respectfully,

**Georgia Water & Environmental Services, LLC.**



Burke B. Murph III, PE, MBA  
Managing Partner  
478.235.0307

[burke@georgiawaterservices.com](mailto:burke@georgiawaterservices.com)

Cc: Mr. Lee Gilmour, City Manager

Attachments: Moye Electric's RFI

## Lee Gilmour

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**From:** Catherine Edgemon <Catherine.Edgemon@perry-ga.gov>  
**Sent:** Wednesday, August 31, 2016 2:42 PM  
**To:** Lee Gilmour  
**Subject:** insurance question

Lee,

Bill O'Neal said in a situation like the Kiwanis' parade fundraiser for FOPAS scenario you used as an example, he doubted a civic club would have insurance to cover volunteers if injured. Basically, they would be doing the activity at their own risk. In a situation where the City of Perry is involved in an event, he said more than likely the city's workers' comp insurance policy would extend to cover the volunteers if it is a city-sanctioned event or activity. (Without having the city's policy in front of him to see what is in it, it was hard for him to answer some questions definitively.) The key question was if Perry's workers' comp coverage extends to volunteers.

One option could be to purchase an accident policy written based on the estimated number of people involved, typically attendees, for an event.

Most liability policies have medical payment coverage that covers to a maximum dollar amount regardless of whether you are liable.

I mentioned the ministerial association's Christmas tree lighting and service. Annie had let me know they had submitted an event application. They have not contacted me or the Promotion Committee to request partnership on that event, and the question of insurance came up. In a case like this Bill said the city could assign the event under a city department or board (like Buzzard Drop under Public Arts Commission) or just declare it an official city-sanctioned event, which would more than likely extend the city's coverage to the volunteers. Again, he couldn't say for sure without reading Perry's policy.

In a case like the ministerial association's, I advised Annie that the organization would need to request formally a partnership with the committee that would be presented at the meeting to consider. An email would satisfy this if it stated the request and outlined exactly what the requested assistance would be so that the committee would know what it was committing to do. (PDMA asked to partner for Small Business Saturday in this manner last month.)

I hope this answers your questions. If there is anything else I need to ask him, please, let me know.



***Catherine Edgemon***

Main Street coordinator  
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