

MINUTES
WORK SESSION MEETING
OF THE PERRY CITY COUNCIL
June 4, 2018
5:00 P.M.

1. Call to Order: Mayor Pro-Tempore Randall Walker called to order the work session meeting held June 4, 2018 at 5:00 p.m.

2. Roll:

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

Elected Official Absent: Mayor James E. Faircloth Jr.

Staff: City Manager Lee Gilmour, Assistant City Manager Robert Smith, Assistant City Attorneys Matthew Hulbert and Josh Waters and Recording Clerk, Nancy Graham.

City Departmental Staffing: Chief Steve Lynn – Perry Police Department, Brenda King – Director of Administration, Bryan Wood – Director of Community Development, Kevin Dye – Director of Leisure Services, Fire Chief Lee Parker – Fire and Emergency Services Department, Ellen Palmer – Digital Communication Manager, and Catherine Edgemon – Main Street Coordinator

Guest(s)/Speaker(s): Ms. Mirian Arrington, Ms. Val Sanders, Ms. Trish Cossart, Mr. Steve Aydelott, Ms. Allison Hamsley, Ms. Darlene McLendon, Mr. Rob Brooks and Mr. Daniel Rhoades.

Press: Mr. James Simpson- The Houston Home Journal

3. Items of Review/Discussion: Mayor Pro-Tempore Randall Walker

3a. Office of City Manager:

1. Consideration of additional school resource officers – Mr. L. Gilmour: Mr. Gilmour referred Council to Houston County Superintendent of Schools, Dr. Mark Scott's letter requesting two (2) additional school resource officers at Mossy Creek and Perry Middle Schools. Houston County Board of Education has offered to pay \$\$153,300 for the positions. The City's cost would be \$20,400.00 plus cost of two vehicles outfitted. Three (3) options were presented to Council. Council agreed to move forward with Option #3 – follow the process established with Perry High School's resource officer and add the cost into the budget.
2. FY 19 Budget adjustment – Mr. L. Gilmour: Mr. Gilmour referred Council to the email dated May 16, 2018 relative to FY 2019 budget adjustment.

3. Revision to water meter installation – Mr. L. Gilmour: Mr. Gilmour referred to the memo dated May 22, 2018 which outlined the Administration's recommendation relative to the process for the provision of a water meter at a new site. He noted that No. 4 of the process should read: When the final grade is set on the lot, the builder will contact ESG Operations, Inc. and they will install the meter. Council concurred with the revision to water meter installation.
4. Establishment of restaurant use district – Mr. R. Smith: Mr. Smith presented for Council's authorization to establish a restaurant use district ordinance bounded by Commerce Street, Marion Street, Main Street and Washington Street. The purpose of these districts would be to allow, subject to certain conditions, customers to move from retail/restaurant in a defined area with an open container of alcoholic beverage. It was the consensus of Council for the Administration to move forward with the development of an ordinance for adoption.
5. Consider annexation policy adjustment – Mr. L. Gilmour: Mr. Gilmour noted that historically, the City of Perry has not taken any action relative to annexation unless it has been requested of a property owner and he recommended continuing the current process if the parcel remains vacant. He advised that two (2) instances have come up, both on Perry Parkway, wherein the City are able to provide service (water) to them but they went to the county for a well permit. He advised that this is not good for City's growth and provision of service. The Administration proposed to the Council to consider establishing a policy so when there is an awareness of a development, it would allow the City to, if they can, provide services and legally annex the parcel. This policy would fall in line with the City's service delivery plan, avoid service complication issues for the County and ensure that the City do not have unincorporated islands that could restrain or hold back developments that would come back. Council concurred to establishment of an annexation policy adjustment.
6. Vendor sales at City events – Mr. R. Smith: With the recent success of Food Truck Friday, Mr. Smith advised that he has been contacted by vendors requesting to sell various types of merchandise. After discussion, it was the consensus of Council that Administration submit, for Council's review, a suggestive list of guidelines relative to what will be allowed at the various events in the City.

3b. FY 2019 Operating Budget:

1. Perry Municipal Court System: Ms. Arrington presented to Council the Perry Municipal Court System FY 2019 Operating Budget. Ms. Arrington discussed the need for more seating in the court room, more parking spaces, additional staff, technology, and increasing the frequency of holding arraignment and trial.

2. Customer Service: Ms. Sanders presented to Council the Customer Service FY 2019 Operating Budget. Ms. Sanders requested a new Xerox Center, desktop scanners at the workstations and replacement of the current payment drop box with JACK (Justified Automated Collection Kiosk). Ms. Sanders reviewed the features and the advantages of purchasing the kiosk.
3. Perry Main Street Advisory Board: Ms. Cossart presented to Council a review of the Perry Main Street Advisory Board's FY 2018 program activities and to request support for FY 2019.
4. Perry Downtown Development Authority: Mr. Aydelott presented for Council's consideration, the Perry Downtown Development Authority's FY 2019 Budget.
5. Perry Area Convention and Visitors Bureau Authority: Ms. Hamsley noted that she did not have any additional special requests. She highlighted a few items that were included in the FY 2019 budget.
6. Perry Area Chamber of Commerce: Ms. McLendon presented to Council the Perry Area Chamber of Commerce FY 2019 Budget request and thanked Council for their partnership.
7. Perry Housing Team: Mr. Wood thanked Council for their past support and look forward to their future support.
8. Middle Georgia Clean Air Coalition: No representative was present.
9. 21st Century Partnership: Mr. Brooks and Mr. Rhodes thanked Council for their support. Council Member King thanked them for their support on the base (Robins Air Force Base)
10. Perry Houston County Airport Authority: No representative was present.
11. Office of the City Manager: Mr. Gilmour advised that he is pleased with the recommendations from the City Manager
12. Capital: Mr. Gilmour advised that most of the capital requests fall along the lines of replacement and he confirmed that all approved capital projects are on schedule.

4. Council Member Items:

Council Members Hunt, King, Bynum-Grace, Jones and Jackson had no reports.

Mr. Smith advised that the second Food Truck Friday event is June 8, 2018 from 6:00 pm – 9:00 pm. There will be twelve (12) food trucks, live music, and beverage vendors.

Mr. Gilmour – No report

Mr. Smith advised that his department is currently catching up on grass cutting.

Assistant City Attorneys Matthew Hulbert and Mr. Waters had no report.

5. Department Heads /Staff Items:

Ms. King advised that tax sale is tomorrow and only three (3) properties remaining that met requirements for the sale.

Chief Lynn reported that the security upgrade project for the police lobby is underway and renovations of the restrooms are completed.

Mr. Dye advised that Summer Camp kicked off today and Coed Adult Kickball registration is June 4 – 8, 2018. He also reported that approximately twenty-five (25) people showed up at Rozar Park last Friday to receive instructions on playing Disc Golf. A volunteer is offering lessons.

Ms. Palmer, Ms. Warren and Mr. Woods had no report.

Chief Parker reported that the final fire truck has arrived.

Ms. Edgemon – Advised that three (3) businesses were selected and awarded \$2600.00 from the BOOST grant presentation.

Mayor Pro Tempore Walker encouraged Council to think about the management of the City's health insurance policy, going forward, relative to consistency when offering benefits to part-time positions and the elimination of exceptions.

Mayor Pro Tempore Walker thanked everyone for attending and participating in the budget process.

Mayor Pro Tempore Walker entertained a motion to enter into executive session for the purpose of personnel and real estate.

6. Executive Session entered at 6:18 p.m.: Council Member King moved to adjourn the regular meeting and enter into executive session for the purpose of personnel and real estate. Council Member Jones seconded the motion and it carried unanimously

7. Executive Session adjourned 7:38 p.m.: Council regular meeting reconvened. Council adjourned the executive session held June 4, 2018 and reconvened into the council regular meeting.

8. Adopted Resolution No. 2018-37 stating purpose of executive session held on June 4, 2018 was to discuss personnel and real estate. Council Member Jackson moved to adopt a resolution stating the purpose of the Executive Session held on June 4, 2018 was to discuss personnel and real estate. Council Member Bynum-Grace seconded the motion and it carried unanimously. No action was taken. (*Resolution 2018-37 has been entered in the City's official book of record*).

9. **Adjournment:** There being no further business to come before Council in the work session meeting held June 4, 2018, Council Member Jones motioned to adjourn the meeting at 7:40 p.m. Council Member Hunt seconded the motion and it carried unanimously.