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August 18, 2020

COUNCIL AGENDA  
PERRY ARTS CENTER  
1121 MACON ROAD, PERRY, GA 31069

6:00 PM

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**To join the meeting by Facebook:** Use this URL - [facebook.com/cityofperryga](https://facebook.com/cityofperryga)  
This will allow you to view and hear the meeting.

1. Call to Order: Mayor Randall Walker, Presiding Officer.

2. Roll:

3. Invocation and Pledge of Allegiance to the Flag: Mayor Randall Walker

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

5. Citizens with Input.

6. Public Hearing: Mayor Randall Walker

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. 48-5-32 and O.C.G.A. Sec. 36-66-4.

6a. Proposed retaining of the operation at 14.050 mills – Ms. B. King.

6b. State Minimum Fire Safety Standards Ordinance – Amending Chapter 5A and Sections 6-10 & 6-11 of the LMO – Ms. B. Newby.

7. Review of Minutes: Mayor Randall Walker

7a. Council's Consideration – Minutes of the August 3, 2020 special called meeting, August 3, 2020 work session, August 4, 2020 pre council meeting, and August 4, 2020 council meeting.

8. Old Business: Mayor Randall Walker

8a. Mayor Randall Walker

8b. Council Members

8c. City Attorney Brooke Newby

8d. City Manager Lee Gilmour

8e. Assistant City Manager Robert Smith

9. New Business: Mayor Randall Walker

- 9a. Matters referred from August 17, 2020 work session and August 18, 2020 pre council meeting.
- 9b. Award of Bid(s):
  1. Bid No. 2021-04 Heritage Oaks Park Landscape Maintenance – Mr. M. Worthington
- 9c. Ordinance(s) for First Reading(s) and Introduction:
  1. **First Reading** of the State Minimum Fire Safety Standards Ordinance - Amending Chapter 5A and Sections 6-10 & 6-11 of the LMO – Ms. B. Newby.
- 9d. Resolution(s) for Introduction and Adoption:
  1. Resolution amending the City of Perry Fee Schedule – Mr. L. Gilmour.
10. Council Members Items:
11. Department Heads/Staff Items.
12. General Public Items:
13. Mayor Items:
14. Adjourn.

In accordance with the Americans with Disabilities Act, accommodations are available for those who are hearing impaired and/or in need of a wheelchair. The Perry City Council Agenda and supporting material for each item is available on-line through the City's website at [www.perry-ga.gov](http://www.perry-ga.gov).

**STATE OF GEORGIA  
COUNTY OF HOUSTON**

**AN ORDINANCE TO AMEND CHAPTER 5A FIRE PROTECTION OF THE CODE OF THE CITY OF PERRY, GEORGIA; TO AMEND SECTION 6-10 SITE DEVELOPMENT AND RELATED INFRASTRUCTURE AND SECTION 6-11 PRIVATE DEVELOPMENT STANDARDS WITHIN ARTICLE 6 OF THE LAND MANAGEMENT ORDINANCE OF THE CITY OF PERRY, GEORGIA; TO PROVIDE FOR THE REPEAL OF CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER LAWFUL PURPOSES.**

**WHEREAS**, Chapter 5A of the Code of the City of Perry, Georgia regulates fire protection within the City; and

**WHEREAS**, Sections 6-10 and 6-11 of Article 6 of the Land Management Ordinance regulate, among other things, fire protection requirements for site development and related infrastructure within development and design standards throughout the City; and

**WHEREAS**, the City adopted Resolution No. 2005-03 to transfer enforcement authority with respect to certain buildings and structures from the Georgia Safety Fire Commissioner to the City; and

**WHEREAS**, said Resolution stated the City's intention to adopt and enforce the State Minimum Fire Safety Standards throughout the City; and

**WHEREAS**, the Mayor and Council have therefore determined that it is in the best interest of the City's residents to codify its adoption of the State Minimum Fire Safety Standards as the fire protection standards and requirements throughout the City.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF PERRY HEREBY ORDAINS**, while in a Regular called Council meeting on the 1st day of September, 2020 at 6 p.m. as follows:

**SECTION 1.** That this Ordinance relating to amending Chapter 5A-*Fire Protection* of the Code of the City of Perry, Georgia, is hereby adopted and approved as follows:

**Section 5A-1. Definitions shall be amended to add the following terms and phrases into the existing terms and phrases of Section 5A-1 in alphabetical order:**

*Alarm system* means any mechanized and/or electronic device or set of devices intended to detect and signal the need for fire protection at any premises in which such device or set of devices is installed.

*Alarm user* means, with respect to any premises, any individual, partnership, association, public or private corporation, governmental entity or other person or group who owns, leases, manages, or otherwise controls such premises, whether such ownership, leasing, management, or control is shared with other persons and whether it is direct or indirect.

*False alarm* means the transmittal of a request for response or assistance to the Perry Fire and Emergency Services Department under circumstances where no emergency warranting fire protection existed at the time of such transmittal, and where such transmittal is made either automatically by an alarm system or by an individual.

*Premises* means any structure or improvement to real property or any such structure or other improvement which is intended for separate use and occupancy apart from other portions thereof.

*Responsible person* means, with respect to any premises, any individual or entity which owns, leases, manages, or otherwise controls such premises, whether such ownership, leasing, management, or control is shared with other persons or entities and whether it is direct or indirect.

*Transmit* means to send either manually or automatically, by any device or method, a signal to request a response or assistance from the Perry Fire and Emergency Services Department.

**Section 5A-2. *Applicability of State Minimum Fire Safety Standards* shall be added as follows:**

- (a) Pursuant to Resolution No. 2005-03, and O.C.G.A. §25-2-12(b), the city adopts the state minimum fire safety standards established in the rules and regulations promulgated pursuant to Chapter 2 of Title 25 of the Official Code of Georgia annotated, including all subsequent revisions thereof. The City of Perry will enforce the state minimum fire safety standards as set forth in Chapter 120-3-3-.04 of the Rules of the Safety Fire Commissioner, as amended. All buildings and structures, within the jurisdiction of the city shall be inspected, as often as may be necessary.
- (b) The city specifically adopts by this reference thereto *Appendix B- Fire-flow Requirements for Buildings* and *Appendix C- Fire Hydrant Locations and Distributions* of the edition of the *International Fire Code* currently adopted by the State of Georgia, as amended to include any subsequently adopted editions.
- (c) The City of Perry, through its fire chief and fire marshal, will be responsible for enforcing such fire safety standards within its jurisdiction and will:
  - (1) Conduct fire safety inspections on existing buildings and structures;
  - (2) Conduct fire safety inspections at various intervals of all construction work pertaining to fire codes, including but not limited to, a 50 percent, 80 percent, and 100 percent inspection;
  - (3) Conduct fire safety inspections of a building or structure upon substantial construction changes to the building or structure or any change in the occupancy classification of the building or structure;
  - (4) Review plans and specifications for renovations or repairs to existing buildings, structures, and developments;
  - (5) Review plans and specifications for new construction and proposed buildings, structures, and developments;
  - (6) Review all plans and specifications for fire alarm systems, fire sprinkler and other fire suppression systems;
  - (7) Issue/approve permanent and temporary certificates of occupancy in conjunction with the Chief Building Official;
  - (8) Conduct inspections for special events, mass gatherings, tents, public fireworks displays, and outdoor burning as required; and
  - (9) Conduct origin and cause and arson investigations.
- (d) The state minimum fire safety standards shall apply to all structures in the city, provided that one-family and two-family dwellings and two-family row houses (townhouses) separated by a two-hour fire wall shall be exempted. Nothing in this section shall be construed so as to prohibit fire service personnel from making inspections of any state owned and operated or occupied building or structure listed in O.C.G.A. §25-2-13 and from filing reports of such inspections with the Office of the Safety Fire Commissioner.
- (e) The City of Perry will charge and retain appropriate fees for performing the above listed duties in accordance with the fee schedule established by the city.

**Section 5A-3. *Applicability of the Georgia Accessibility Code* shall be added as follows:**

The city adopts the requirements for accessibility to and use of public facilities as established in the rules and regulations promulgated pursuant to Chapter 3 of Title 30 of the Official Code of

Georgia annotated, including all subsequent revisions thereof. The City of Perry will enforce the state accessibility code as set forth in Chapter 120-3-3-.08 of the Rules of Safety Fire Commissioner.

**Section 5A-4. *Pre-planning Meeting Required for All Non-residential Permit Requests shall be added as follows:***

Prior to the issuance of any non-residential permit, a pre-planning meeting with the fire marshal, owner or owner's designated representative and contractor and/or engineer for the permit requested shall be required. Non-residential permits shall include any and all permits that are not for one-family and two-family dwellings.

**Section 5A-5. *Request for Modification and Authority to Amend Article shall be added as follows:***

Pursuant to Rule 120-3-3-.06 of the Safety Fire Commissioner, whenever there are practical difficulties involved in carrying out the provisions of this Code, the fire marshal in conjunction with the fire chief, shall have power to modify any of the provisions of this article of the Code of the City of Perry upon an application in writing by the owner or lessee, or a duly authorized agent.

(a) The application shall be in the form as approved by the fire chief, but shall at a minimum include:

- (1) reference to specific fire code(s) the applicant is requesting an interpretation or equivalency from;
- (2) justification of interpretation or equivalency as well as identifying relief being requested; and
- (3) identification of alternative method to code requirement.

(b) Upon receipt of an application, the fire marshal may consult with the director of community development, the chief building official, city engineering or any other state or local entity to assist. The fire marshal may also request a letter from the applicant's attorney and/or insurance company requesting confirmation of the applicant's request for code interpretation and statement of support or objection to applicant's interpretation of the fire code. The fire marshal in his/her discretion may take such other investigatory steps as deemed appropriate to fully evaluate the application, including requesting additional information from the applicant.

(c) The fire marshal shall issue a decision on the application within ten days of receipt of a completed application. An application shall not be deemed complete if the fire marshal has requested any information from the applicant, which has not been provided.

(d) The particulars of such modification, when granted or allowed, and the decision of the fire chief and fire marshal thereon shall be entered upon the records of the fire department and a signed copy shall be furnished to the applicant.

**Section 5A-6. *Appeals shall be added as follows:***

Any person aggrieved by an action of the fire chief, the fire marshal or other employee of the city fire department including, but not limited to, disapproval of an application, refusal to grant a permit, a determination that the fire code or city ordinances does not apply or has been misconstrued, but excluding those actions or violations which are within the purview of the state fire marshal or code violations which are subject to the jurisdiction of municipal, state or federal court, may appeal to the State Fire Marshal's Office.

In the event of a delay for review of the appeal by the State Fire Marshal's Office, an aggrieved person may submit a request for the city manager to submit the appeal for review to a fire marshal of a municipality that is located outside of the middle Georgia region and is comparable to the population and demographics of the City of Perry.

**Section 5A-7. *Response to Malfunctioning and/or False Alarms shall be added as follows:***

- (a) It shall be a violation of this article for anyone to transmit a false alarm.

(b) All false alarms to a premise within a four-hour period shall be considered as one violation. For the first two false alarms within a calendar year at any premises there shall be no penalty assessed and a written warning shall be provided. Written warnings for first and second false alarms shall be hand delivered or mailed to any responsible person, or posted on the door of the premises or in a prominent location on the premises where the alleged violation occurred. Failure to make, deliver, mail, or receive any warning shall not affect any subsequent enforcement efforts or the penalty for any subsequent false alarm.

(c) Penalties for false alarms will be assessed in accordance with the fee schedule established by the city.

(d) If any alarm user alleges that an extraordinary or unusual circumstance led to their false alarm such that the false alarm should not be counted against them, and the false alarm is only their first or second false alarm for one calendar year, then an appeal may be instituted. The appeal shall be in writing to the fire marshal within five days of the false alarm. Upon notice of such appeal, the fire marshal shall issue a finding as to whether the false alarm warning shall stand.

(e) This section shall have no application to alarms requesting assistance from the Perry Police Department.

**Section 5A-8. *Emergency Entrance Key Lock Box and Access Products* shall be added as follows:**

When fires occur in buildings, the fire personnel are faced with issues of access to and entry into the structure. Access to and entry into the structure, in some cases, must be made with force which is time consuming and demands extra energy by fire personnel. In order to expedite entry into a structure and to aid the fire personnel in the task of extinguishment, the following requirements have been developed:

(a) All new occupancies and all existing occupancies that experience a change of ownership, change of tenant/lessee, remodel or addition/expansion of the structure where access to or within a structure or area is restricted because of secured openings or where immediate access is necessary for life-saving or firefighting purposes, the fire marshal or his/her designee is authorized to require a key lockbox to be installed in an accessible location. The key lockbox shall be of an approved type and shall contain keys to gain access to the structure or area as required by the fire marshal or his/her designee. A solid walking surface is required from any sidewalk to the key lockbox and such lockbox shall not be obstructed by tree, shrubs, fixtures, or the like.

(b) All commercial businesses that use, store, manufacture or process hazardous materials and are required to have a hazardous materials inventory statement (HMIS) or hazardous materials management plan (HMMP) shall install on the exterior in close proximity to the rapid access key box, a KNOX® document cabinet for the storage of required inventory documents and/or plan.

(c) The fire marshal has designated the type of key lock box and other access systems to be implemented within the city that meet the standards contained in the International Fire Code (IFC) as the KNOX® Rapid Access Key Box and other KNOX® Access Products. The fire marshal shall have the authority to require all structures to use said designated system.

(d) The following types of buildings or structures shall be equipped with a KNOX® key lockbox to be located at or near the right side of the recognized public entrance, with such location to be approved by the fire marshal or his/her designee:

- (1) All commercial buildings;
- (2) All industrial buildings;
- (3) All multifamily buildings;
- (4) All gated fire department access roadways, including but not limited to apartments, condominiums, and residential developments; and
- (5) All hotels and motels.

(e) The key lockbox shall contain keys for the following and shall be labeled so as to be easily identifiable in the field by responding personnel:

- (1) Keys to the locked points of egress, whether on the interior or exterior of such structure;
- (2) Keys to the locked mechanical rooms;
- (3) Keys to the locked elevator rooms;
- (4) Keys to the elevator controls;
- (5) Keys to any fence or secured area;
- (6) Keys to any alarm room area or any room where an alarm panel is installed;
- (7) Keys to any alarm panels or alarm boxes;
- (8) Keys or any additional special tools/items needed to reset pull stations; and
- (9) Keys to any other area as directed by the fire marshal or his/her designee.

(f) The key lockbox shall be located at a height of not less than five feet and not more than six feet above final grade/surface. Such key lockbox need not be supervised by an alarm system.

(g) The owner or tenant/lessee of the building shall immediately notify the fire marshal's office and provide the new key where a lock is changed or rekeyed within 10 days. The key to such lock(s) shall be tagged and secured in the key box.

(h) Fire Department Connections (FDC's) on fire sprinkler systems shall utilize and install the KNOX® FDC cap(s) for the protection of the fire sprinkler system from unauthorized tampering, vandalism and sabotage.

(i) Electric or manual gates that obstruct any required fire apparatus access road, path, drive or lane shall utilize and install the KNOX® gate override key switch on electrically operated/actuated gates and the KNOX® padlock for all manual gates.

(j) Electric or manual roll up doors or gates that obstruct access to the interior of a building or structure shall utilize the KNOX® gate override key switch on electrically operated/actuated roll up doors gates and the KNOX® padlock for all roll up doors/manual gates where a key contained in the KNOX® box will not operate from the exterior of the building or structure.

(k) Power Disconnect/Shunt Trip for buildings, structures and facilities that utilize 400 amp or greater service and/or have a CT meter and/or have 3 phase power shall utilize the KNOX® remote power disconnect as the required means of disconnect of service entrance conductors

**SECTION 2.** That this Ordinance relating to amending section 6-10 *Site Development and Related Infrastructure* and section 6.11 *Private Development Standards* of Article 6 of the Land Management Ordinance of the City of Perry, Georgia, is hereby adopted and approved as follows:

**Subsection 6-10.13 of Section 6-10, Article 6 of the Land Management Ordinance is hereby deleted in its entirety and replaced as follows:**

6-10.13. *Fire hydrant systems.* In addition to pertinent provisions of other fire protection codes adopted by the City of Perry, fire hydrant systems shall comply with the following:

(a) *Access to structures.* Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than four hundred (400) feet from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

*Exceptions:*

- (i) For Group R-3 and Group U occupancies, the distance requirement shall be six hundred (600) feet.
- (ii) For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Sections 903.3.1.1 or 903.3.1.2 of the *International Fire Code*, the distance requirement shall be six hundred (600) feet.

(b) *Spacing along streets.* The travel distance between one hydrant and the next hydrant along a street shall be no greater than five hundred (500) feet in residential developments and no greater than three hundred (300) feet in commercial developments. Hydrants shall be located prior to the entrance of a cul-de-sac and not within a cul-de-sac.

**SECTION 3.** That this Ordinance relating to amending other conflicting provisions within the Land Management Ordinance of the City of Perry, Georgia, is hereby adopted and approved as follows:

**Subsection (E) of Section 6-10.2 of Article 6 of the Land Management Ordinance is amended as follows:**

(E) *Cul-de-sacs.* Cul-de-sacs, or dead-end streets, shall be provided at the closed end with a turnaround meeting the specifications of Sec. 6-10.10, roadway surfacing and paving.

**Subsection (C) of Section 6-10.10 of Article 6 of the Land Management Ordinance is amended as follows:**

(C) *Minimum pavement width.* All minor residential streets shall have a minimum pavement width of twenty-seven (27) feet from back of curb to back of curb. All other street width requirements shall be determined by the Commission and the Council as required. For cul-de-sacs and other dead end streets, a turnaround meeting the standards in *Appendix D* of the *International Fire Code*, as adopted in the Georgia State Minimum Fire Safety Standards, shall be provided at the closed end of the street.

**Subsection (A)(2)(c) of Section 6-11.2 of Article 6 of the Land Management Ordinance is amended as follows:**

(c) Cul-de-sac – Turn-around to meet the specifications set out in Sec. 6-10.10, roadway surfacing and paving.

**SECTION 4.** That all Ordinances, parts of Ordinances, or regulations in conflict herewith are hereby repealed.

**SECTION 5.** This Ordinance shall become effective upon its adoption.

**SO ENACTED** this 1<sup>st</sup> day of September, 2020.

**CITY OF PERRY, GEORGIA**

By: \_\_\_\_\_  
Randall Walker, Mayor

Attest: \_\_\_\_\_  
Annie Warren, City Clerk

1<sup>st</sup> Reading: August 18, 2020

(SEAL)

2<sup>nd</sup> Reading: September 1, 2020



**MINUTES**  
**WORK SESSION**  
**OF THE PERRY CITY COUNCIL**  
**August 3, 2020**  
**5:06 P.M.**

1. Call to Order: Mayor Randall Walker, Presiding Officer, called to order the work session meeting held August 3, 2020, at 5:06 p.m.

2. Roll:

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

Elected Officials Absent: None.

Staff: City Manager Lee Gilmour, Assistant City Manager Robert Smith, Attorney Brooke Newby, and Recording Clerks Anji Holley and Maria Herrera.

City Departmental Staffing: Chief Steve Lynn – Perry Police Department, Chief Lee Parker - Fire and Emergency Services Department, Brenda King – Director of Administration, Bryan Wood – Director of Community Development, Ashley Hardin - Economic Development Director, Sedrick Swan - Director of Leisure Services, Haley Bryant - Main Street Coordinator, Mitchell Worthington – Assistant Director of Finance, Tabitha Clark -Communications Manager, Ansley Fitzner – Public Works Superintendent, Anya Turpin – Special Events Coordinator, and Michael Paull – Fire Marshal, and Annie Warren – City Clerk

Guests/Speakers: Dave Corson – Property Owner- 907 Carroll Street

Press: Kendra Norman-Holmes – Houston Home Journal

3. Items of Review/Discussion: Mayor Randall Walker

3a. Department of Community Development

1. Request for sidewalk encroachment – 907 Carroll Street – Mr. B. Wood. Mr. Wood reviewed the request for a sidewalk step/encroachment at 907 Carroll Street. After discussion, Council concurred to table the item until the Pre-Council meeting on August 4, 2020.
2. Discussion of property located at 757 Carroll Street – Mr. B. Wood and Fire Marshal M. Paull. Mr. Wood and Fire Marshal Paull discussed whether a landing at the side door of the building was encroaching on City property. Council concurred to table the item until the Pre-Council meeting on August 4, 2020.

3. Traffic Calming Policy – Mr. B. Wood  
Mr. Wood discussed the City consider setting a policy regarding minimum speed requirements at Stonebridge Subdivision. Administration advised more studies be conducted. Council concurred to table the matter to allow for more comparison studies to be conducted.

3b. Office of the City Manager

1. Proposed development standards for east Perry – Mr. L. Gilmour.  
Mr. Gilmour requested that the City establish design criteria relative to future development in the areas east of Perry. He advised that criteria be set to match that on Perry Parkway. Council concurred to move forward with the project.
2. Follow up relative to We Speak Program – Ms. A. Turpin  
Ms. Turpin discussed a three-step implementation timeline relative to the We Speak Program proposal. Council concurred that Ms. Turpin could proceed with the plan.
3. Discussion of the selection process for Boards/Commissions – Mr. L. Gilmour.  
Mr. Gilmour requested that the City assess the performance and value of Boards/Commissions and set criteria for obtaining candidates. Council concurred to move forward with the recommendation.
4. Creekwood Park – Mr. L. Gilmour.  
Mr. Gilmour recommended amending the traffic flow on John Clerkly Drive coming into Creekwood Park. He recommended that a straight driveway to the parking lot would be beneficial. Council concurred to proceed with the recommendation.
5. Discuss funding proposal for water/sewer expansion in east Perry– Mr. L. Gilmour.  
Administration recommended Council approve the establishment of the East Perry Water/Sewage System Improvement District, establish its boundaries, fees, and implement an Impact fee to help pay for the costs. The item will be referred to August 4, 2020.
6. Authorization to proceed with employee pay plan, merit program, and minimum capital – Mr. L. Gilmour.  
Mr. Gilmour recommended that Council approve 1% pay increase, restore 1% merit increase and minimum capital replacement program. Council concurred to proceed with Administration recommendation.

3c. Department of Leisure Service

1. Consider proposal for access control of park facilities – Mr. S. Swan

This item was tabled for more research to be conducted. This item will be addressed at the next work session held on August 17, 2020.

4. Council Member Items:

Mayor Pro-Tempore King, Council Members Riley Hunt, Darryl Albritton, Joy Peterson, Phyllis Bynum-Grace, and Robert Jones had no reports.

City Manager Lee Gilmour, Assistant City Manager Robert Smith, and City Attorney Brooke Newby had no reports.

5. Department Head/Staff Items:

Anya Turpin reported that Yoga in the Park had been well attended. She announced that the next Yoga in the Park would be held August 29, 2020. She announced that the City would host a Virtual Dance Party online.

Haley Bryant announced that the downtown district would be hosting a sidewalk sale Saturday, August 8<sup>th</sup> from 10am-4p.m.

Tabitha Clark, Brenda King, Chief Steve Lynn, Chief Lee Parker, Bryan Wood, Mitchell Worthington, Ansley Fitzner, Sedrick Swan, Ashley Hardin, Anya Turpin, and Annie Warren had no reports.

Mayor Randall Walker announced that the Pre-Council meeting would take place August 4<sup>th</sup> at 5p.m., and the Council meeting would follow at 6p.m.

6. Adjourn: There being no further business to come before Council in the work session held August 3, 2020, Council Member Hunt motioned to adjourn the meeting at 7:26 p.m. Council Member Peterson seconded the motion and it carried unanimously.

**MINUTES**  
**SPECIAL CALLED MEETING**  
**OF THE PERRY CITY COUNCIL**  
August 3, 2020  
5:00 p.m.

1. Call to Order: Mayor Randall Walker, Presiding Officer, called to order the special called meeting held August 3, 2020 at 5:00p.m.

2. Roll.

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

Elected Officials Absent: None.

Staff: City Manager Lee Gilmour, Assistant City Manager Robert Smith, Attorney Brooke Newby, and Recording Clerks Anji Holley and Maria Herrera.

City Departmental Staffing: Chief Steve Lynn – Perry Police Department, Chief Lee Parker - Fire and Emergency Services Department, Brenda King – Director of Administration, Bryan Wood – Director of Community Development, Ashley Hardin - Economic Development Director, Sedrick Swan - Director of Leisure Services, Haley Bryant - Main Street Coordinator, Mitchell Worthington – Assistant Director of Finance, Tabitha Clark -Communications Manager, Ansley Fitzner – Public Works Superintendent, Anya Turpin – Special Events Coordinator, Michael Paull – Fire Marshal, and Annie Warren – City Clerk.

Guests/Speakers: Dave Corson – Property Owner- 907 Carroll Street

Press: Kendra Norman-Holmes – Houston Home Journal

3. Items of Review/Discussion: Mayor Randall Walker

3a. Ordinance(s) for First Readings and Introduction:

1. **First Reading** of an ordinance for the rezoning of property from PUD, Planned Unit Development District, to R-2A, Single-family Residential District. The property is located at 138 Talton Road; Tax Map No. 0P0490 045000 – Mr. B. Wood.

Mr. Wood reviewed the application and advised the Planning Commission and staff recommend approval with the following conditions: 1) Property be developed as Single-Family Residential, and

2) Subdivided lots be tied into the public sewer system once sewer is available.

2. **First Reading** of an ordinance for the rezoning of property from PUD, Planned Unit Development District, to R-3, Multi-family Residential District. The property is located at 138 Talton Road; Tax Map No. 0P0490 045000 – Mr. B. Wood

Mr. Wood advised the Planning Commission and staff recommend approval of the application with the following conditions: 1) Residential use shall be limited to single-family detached dwellings only, and 2) any lot that is subdivided from the parcel shall be subject to a covenant and connect to public sanitary sewer once public sewer is made available by the City.

4. **Adjourn.** There being no further business to come before Council in the special called meeting held August 3, 2020 Council Member Peterson motioned to adjourn the meeting at 5:06 p.m. Council Member Albritton seconded the motion and it carried unanimously.

**MINUTES  
PRE COUNCIL MEETING  
OF THE PERRY CITY COUNCIL  
August 4, 2020  
5:00 P.M.**

1. **Call to Order:** Mayor Randall Walker, Presiding Officer, called to order the pre council meeting held August 4, 2020 at 5:00 p.m.

2. **Roll:**

**Elected Officials Present:** Mayor Randall Walker, Mayor Pro Tempore Willie King and Council Members Joy Peterson, Robert Jones, Darryl Albritton, Phyllis Bynum-Grace, and Riley Hunt.

**Elected Official Absent:** none

**City Staff:** City Manager Lee Gilmour, Assistant City Manager Robert Smith, City Attorney Brooke Newby, and Recording Clerk Annie Warren.

**Departmental Staffing:** Brenda King - Director of Administration, Bryan Wood – Director of Community Development, Mitchell Worthington – Finance Director, Chief Lee Parker - Fire and Emergency Services Department, Fire Marshal Michael Paull – Fire and Emergency Services Department, Ansley Fitzner – Public Works Superintendent, Haley Bryant – Main Street Coordinator, Ashley Hardin – Economic Development Manager, Brianna Jenkins – Executive Secretary, and Tabitha Clark – Communications Manager.

**Media:** Lauren Harris – Houston Home Journal

3. **Items of Review/Discussion:** Mayor Randall Walker

3a. **Discussion of August 4, 2020 council meeting agenda.**

**10a (1). Consider provision of an easement for 907 Carroll Street.** Mr. Wood stated the building owner placed tape and building blocks out today for Council to look at. The encroachment is less than 11 inches. Per the building official and the building code for commercial property, 11 inches is the minimum for a step thread. Also, Mr. Wood reported a handrail is not required.

**10a (2). Resolution to establish the East Perry Water/Sewerage System Improvement District, establish its boundaries, fees, and other such matter.** T Mayor Walker advised Council that Mr. Gilmour requested this item to be pulled from the agenda and he will come back to Council with a recommendation at a later date.

10b (1). Bid No. 2021-01 – Inverness Drive Storm Drainage Improvements. Mr. Worthington recommended awarding Bid No. 2021-01 to LeClay Construction, Inc. in the amount of \$185,290.30.

10b (2). Bid o. 2021-03 – Perry Parkway Water and Sewer Extension. Mr. Worthington recommended awarding Bid No. 2021-03 to TMT Utilities LLC in the amount of \$276,000.00.

10c (1). Resolution to approve an amendment to the gas supply contract with MGAG and authorize a Supplemental Contract with MGAG. Ms. Newby stated the reason for the amendment is to extend the terms by 10 years so the City's original contract will mirror that of the additional Supplemental Contract.

10c (2). Resolution authorizing an intergovernmental agreement between the City of Perry and Perry Public Facilities Authority for the funding of additions and improvements to the water and sewer system and acquisition and construction of a City Municipal Court Building and authorizing a bond purchase agreement. Administration stated the revenue bond will pay for: 1) the purchase and renovation of the current old county courthouse for the use of city hall and municipal court, and 2) improvements on the Perry Branch portion to correct issues near the old Perry Primary School. Administration stated this is a 20-year bond payout, the sewer portion will be paid for by the Water/Sewer Fund and municipal court portion will be paid for by the General Fund. Administration's recommendation to Council to proceed with the agreement so the City can have the funding.

10c (3). Resolution approving/affirming the performance and execution of the CARES Act Coronavirus Relief Fund Terms and Conditions (Agreement). Ms. Newby stated this is a resolution approving and affirming the performance and execution of the terms and conditions of the CARE Act for the Coronavirus Relief Fund.

10d. Approve renewal of the City health and dental insurance. Administration recommended execution of the renewal agreement for the health and dental insurance.

4. Council Member Items:

Mayor Pro Tempore King, Jones, Hunt, Bynum-Grace and Albritton had no reports.

Council Member Newby inquired about the moratorium relative to conservation subdivisions. Mr. Wood stated the existing/approved conservation subdivisions will be allowed to continue as they were originally approved; modifications have been made for the future conservation subdivisions.

Mr. Gilmour, Ms. Newby, and Mr. Smith had no reports.

5. Adjournment: There being no further business to come before Council in the pre council meeting held August 4, 2020 Council Member Albritton motioned to adjourn

the meeting at 5:24 p.m. Council Member Hunt seconded the motion and it carried unanimously.



**MINUTES**  
**REGULAR MEETING OF THE PERRY CITY COUNCIL**  
**August 4, 2020**  
**6:00 P.M.**

1. Call to Order: Mayor Randall Walker, Presiding Officer, called to order the regular meeting of the Perry City Council held August 4, 2020 at 6:00 p.m.

2. Roll.

Elected Officials Present: Mayor Randall Walker; Mayor Pro Tempore Willie King and Council Members Phyllis Bynum-Grace, Darryl Albritton, Joy Peterson, Riley Hunt and Robert Jones.

Elected Official Absent: none

City Staff: City Manager Lee Gilmour, City Attorney Brooke Newby, Assistant City Manager Robert Smith, and Recording Clerk Annie Warren.

Departmental Staffing: Chief Steve Lynn – Perry Police Department, Chief Lee Parker – Fire and Emergency Services Department, Fire Marshal Michael Paull – Fire and Emergency Services Department, Bryan Wood – Director of Community Development, Brenda King – Director of Administration, Mitchell Worthington – Director of Finance, Sedrick Swan – Director of Leisure Services, Ansley Fitzner – Public Works Superintendent, Haley Bryant – Main Street Coordinator, Ashley Hardin – Economic Development Director, Donna Barfield – Accounting Technician, Beverly Robinson - Property and Evidence Technician, Brianna Jenkins – Executive Secretary, Nancy Graham – Leisure Services Supervisor, and Tabitha Clark – Communications Manager.

Guest(s): Dave Corson, Michael and Lynette Tomlin, Bill Camp, John Pannell, and Stephen Swinson

Media: Lauren Harris - Houston Home Journal

3. Invocation and Pledge of Allegiance to the Flag:

Council Member Albritton rendered the invocation and Council Member Jones led the pledge of allegiance to the flag.

4. Introduction(s) / Recognition(s):

4a. Introduction of new employee, Ms. Beverly Robinson – Chief S. Lynn.  
Chief Lynn introduced Ms. Beverly Robinson, part time Property and Evidence Technician to Mayor and Council. Mayor and Council welcomed Ms. Robinson to the City of Perry.

4b. Introduction of new employee Mrs. Donna Barfield – Mr. M. Worthington.

Mr. Worthington introduced Ms. Donna Barfield, Accounting Technician to Mayor and Council. Mayor and Council welcomed Ms. Barfield to the City.

4c. Recognition of Ms. Nancy Graham and Ms. Brianna Jenkins – Mr. S. Swan.

Mr. Swan recognized Ms. Graham and Ms. Jenkins for their participation with the Virtual Summer Camp. Mr. Swan also recognized virtual reporters Weston Crowe and Symone Whitest.

5. Community Partner(s) Update(s): none

6. Citizens with Input.

Dave Corson, 203 Miller Lane, is the owner of 907 Carroll Street. Mr. Corson provided another plan to Mayor and Council to address the easement request.

7. Review of Minutes: Mayor Randall Walker

7a. Council's Consideration – Minutes of the July 20, 2020 work session and July 21, 2020 council meeting.

Council Member Bynum-Grace motioned to accept the minutes as submitted; Mayor Pro Tempore King seconded the motion and it carried with Council Member Jones abstaining from the July 20 and 21 meetings.

8. Old Business: Mayor Randall Walker

8a. Ordinance(s) for Second Readings and Adoption:

1. **Second Reading** of an ordinance for the rezoning of property from PUD, Planned Unit Development District, to R-2A, Single-family Residential District. The property is located at 138 Talton Road; Tax Map No. 0P0490 045000 – Mr. B. Wood.

Adopted Ordinance No. 2020-11 rezoning of property from PUD, Planned Unit Development District, to R-2A, Single-family Residential District. The property is located at 138 Talton Road. Mayor Pro Tempore King motioned to adopt the ordinance with the following conditions: 1) Residential use shall be limited to single-family detached dwellings only, and 2) any lot that is subdivided from the parcel shall be subject to a covenant and connect to public sanitary sewer once public sewer is made available by the City; Council Member Jones seconded the motion and it carried unanimously. *(Ordinance 2020-11 has been entered into the City's official book of record.)*

2. **Second Reading** of an ordinance for the rezoning of property from PUD, Planned Unit Development District, to R-3, Multi-family Residential District. The property is located at 138 Talton Road; Tax Map No. 0P0490 045000 – Mr. B. Wood.

Adopted Ordinance No. 2020-12 rezoning of property from PUD, Planned Unit Development District, to R-3, Multi-family Residential District. The property is located at 138 Talton Road. Council Member Bynum-Grace motioned to adopt the ordinance with the following conditions: 1) Residential use shall be limited to single-family detached dwellings only, and 2) any lot that is subdivided from the parcel shall be subject to a covenant and connect to public sanitary sewer once public sewer is made available by the City; Council Member Jones seconded the motion and it carried unanimously. (*Ordinance 2020-12 has been entered into the City's official book of record.*)

9. Any Other Old Business:

- 9a. Mayor Randall Walker - none
- 9b. Council Members - none
- 9c. City Attorney Brooke Newby - none
- 9d. City Manager Lee Gilmour
- 9e. Assistant City Manager Robert Smith

10. New Business: Mayor Randall Walker

10a. Matters referred from August 3, 2020 work session and August 4, 2020 pre council meeting.

1. Consider provision of an easement for 907 Carroll Street – Mr. B. Wood.

Mr. Wood reviewed the review for an easement at 907 Carroll Street. Ms. Newby requested this item be tabled until the next Council meeting. Mayor Pro Tempore King motioned to table this item until the next Council meeting; Council Member Jones seconded the motion and it carried unanimously.

2. Resolution to establish the East Perry Water/Sewerage System Improvement District, establish its boundaries, fees, and other such matter – Mr. L. Gilmour.

Mayor Walker entertained a motion to pull this item from the item. Council Member Hunt motioned to pull this item from the agenda; Council Member Jones seconded the motion and it carried unanimously.

10b. Award of Bid(s):

1. Bid No. 2021-01 Inverness Drive Storm Drainage Improvements – Mr. M. Worthington

Mr. Worthington presented for Council's consideration an award of bid for Inverness Drive Storm Drainage Improvements. One responsive bidder, LeClay Construction, Inc. Bid amount \$217,190.30, deductive alternative \$31,900.00 for a net bid of \$185,290.30. Staff recommends

awarding the bid to LeClay Construction, Inc. in the amount of \$185,290.30. Council Member Jones moved to award the bid to LeClay Construction, Inc. in the amount of \$185,290.30; Council Member Peterson seconded the motion and it carried unanimously.

2. Bid No. 2021-03 Perry Parkway Water and Sewer Extension – Mr. M. Worthington

Mr. Worthington presented for Council's consideration an award of bid for Perry Parkway Water and Sewer Extension. Of the five responsive bidders, staff recommended the low bidder, TMT Utilities LLC in the amount of \$276,000.00. Council Member Bynum-Grace moved to award the bid to TMT Utilities LLC in the amount of \$276,000.00; Council Member Hunt seconded the motion and it carried unanimously.

10c. Resolution(s) for Introduction and Adoption:

1. Resolution to approve an amendment to the gas supply contract with MGAG and authorize a Supplemental Contract with MGAG – Ms. B. Newby.

Adopted Resolution No. 2020-45 approving an amendment to the gas supply contract with MGAG and authorize a Supplemental Contract with MGAG. Mayor Pro Tempore King motioned to approve the resolution as submitted; Council Member Albritton seconded the motion and it carried unanimously. *(Resolution 2020-45 has been entered into the City's official book of record.)*

2. Resolution authorizing an intergovernmental agreement between the City of Perry and Perry Public Facilities Authority for the funding of additions and improvements to the water and sewer system and acquisition and construction of a City Municipal Court Building and authorizing a bond purchase agreement – Mr. L. Gilmour.

Adopted Resolution No. 2020-46 authorizing an intergovernmental agreement between the City of Perry and Perry Public Facilities Authority for the funding of additions and improvements to the water and sewer system and acquisition and construction of a City Municipal Court Building and authorizing a bond purchase agreement. Mr. Bill presented a PowerPoint presentation. Mayor Walker entertained a motion to approve the resolution. Council Member Jones motioned to approve the resolution as submitted; Mayor Pro Tempore King seconded the motion and it carried unanimously. *(Resolution 2020-46 has been entered into the City's official book of record.)*

3. Resolution approving /affirming the performance and execution of the CARES Act Coronavirus Relief Fund Terms and Conditions (Agreement) – Ms. B. Newby.

Adopted Resolution No. 2020-47 approving /affirming the performance and execution of the CARES Act Coronavirus Relief Fund Terms and Conditions (Agreement). Council Member Jones motioned to approve the resolution as submitted; Council Member Albritton seconded the motion and it carried unanimously. *(Resolution 2020-47 has been entered into the City's official book of record.)*

10d. Approve renewal of City health and dental insurance – Mr. L. Gilmour.

Administration recommends execution of the renewal agreement for the health and dental insurance. Council Member Bynum-Grace motioned to authorize the execution of the renewal agreement for the health and dental insurance; Mayor Pro Tempore King seconded the motion and it carried unanimously.

11. Council Members Items:

Council Member Jones and Peterson thanked staff for Inverness Drive storm drainage improvements.

Mayor Pro Tempore King, and Council Members Albritton, Hunt and Bynum-Grace had no reports.

12. Department Heads/Staff Items.

Chief Lynn reported the Rite training held last Thursday went well.

Ms. Bryant reminded everyone of the sidewalk sale on August 8<sup>th</sup>.

13. General Public Items:

Lynette and Michael Tomlin, owners of Clover Wine Merchant, asked for permission to host Pop Up sales on Saturdays. Administration recommended Council authorize a caterer's license at no additional fee, a special event permit for each weekend for 30 days and waive the special event fee. Mayor Walker entertained a motion to authorize a special event permit. Council Member Peterson motioned to authorize the special event permit; Council Member Jones seconded the motion and it carried unanimously.

14. Mayor Items:

Mayor Walker reminded everyone to complete the 2020 Census form.

15. Adjournment: There being no further business to come before Council in the council meeting held August 4, 2020, Council Member Peterson motioned to adjourn the meeting at 7:10 p.m. Council Member Bynum-Grace seconded the motion and it carried unanimously.

**Bid Submittal Summary Sheet**

**Bid Title/Number:** 2021-04 Heritage Oaks Park  
Landscape Maintenance

**M&CC Meeting Date:** 8/18/2020

**Funding Source:** General Fund

**Budgeted Expense?** Yes

<b>Responsive Bidders:</b>	<b>Bid Amount</b>
TCCN, LLC - Real Turf Solutions	\$ 19,800.00
Dixie Lawn & Landscaping INC	\$ 23,400.00

**Posting Sources:**

City of Perry's Website: www.perry-ga.gov

**Department Recommendation:**

Vendor: TCCN, LLC - Real Turf Solutions

Amount: \$ 19,800.00

Department: Public Works


Department Representative: Ansley Fitzner, Pub Works Superintendent

**Purchasing Agent Recommendation:**

Vendor: TCCN, LLC - Real Turf Solutions

Amount: \$ 19,800.00

Purchasing Agent: Mitchell Worthington, Finance Director

Signature: 



Where Georgia comes together.

**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

TO: Mayor / Council  
FROM: <sup>LG</sup> Lee Gilmour, City Manager  
DATE: August 11, 2020  
REFERENCE: Fee amendment

Attached is a resolution to amend the City of Perry Fee Schedule. The purpose of this resolution is:

1. Adjust the fireworks location permit fee to comply with state law.
2. Adjust fees for repeated false alarms or test/disable false alarms.
3. Establish a sewerage connection charge for the East Perry service area. The East Perry service area is the City's service area east of Lake Joy Road, east of Perry Parkway and north of U.S. 341. This charge would be effective for building permits issued October 1, 2020.

**A RESOLUTION TO AMEND THE CITY OF PERRY FEE  
SCHEDULE TO PROVIDE FOR FIRE SAFETY AND UTILITY  
CONNECTION ADJUSTMENTS**

**WHEREAS**, the Administration recommends Council amend the City of Perry Fee Schedule to adjust fire safety charges and add a utility connection fee;

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF PERRY HEREBY RESOLVES** that the City of Perry Fee Schedule is amended as follows:

Section 1 A. Licenses and Permits, 3. Non-Business Permits, P. Fire Safety Permits is amended as shown:

	From	To
Fireworks sale location	\$ 515 each	500 each (1)
New Business locations	71.00/unit	-

Section 2 B. Charge for Services, 2. Public Safety, b. Fire Services, 1. False alarms amend to read.

1. Fire alarms

With a twelve (12) month period should the following occur:

a. False alarm

- First two (2) calls                                 no charge
- Third call   \$ 75.00
- Fourth call   \$ 205.00
- Fifth and more                                     \$ 500.00/each

b. Fire alarm placed in test or disabled is prohibited

- First violation                                     \$ 75.00
- Second violation                                 \$ 150.00
- Third violation                                    \$ 205.00
- Fourth violation and more                     \$ 500.00/each

Section 3 B. Charges for service, 5. Water/Sewerage, b. Sewerage Services, 1. Installations, a. Connection Charges are amended to add

6. East Perry	\$ 800.00/ERU
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SO RESOLVED THIS \_\_\_\_\_ DAY OF AUGUST 2020.

CITY OF PERRY

By: \_\_\_\_\_  
RANDALL WALKER, MAYOR

City Seal

Attest: \_\_\_\_\_  
ANNIE WARREN, CITY CLERK