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February 16, 2021

PRE COUNCIL AGENDA

5:00 PM

PERRY ARTS CENTER  
1121 MACON ROAD, PERRY, GA 31069

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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. Items of Review/Discussion: Mayor Randall Walker
  - 3a. Discussion of February 16, 2021 council meeting agenda.
  - 3b. Office of the City Manager
    1. Discussion of the City's strategic structure support system plan – Mr. L. Gilmour.
    2. Senior contact program – Mr. L. Gilmour.
4. Council Member Items:
5. Adjourn.



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**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

**TO:** Mayor / Council  
**FROM:** Lee Gilmour, City Manager  
**DATE:** February 5, 2021  
**REFERENCE:** Space planning

Per your February 2, 2021 request an outline of the City's strategic structure support system plan is provided.

Based on the anticipated growth of the City's population and the additional services required, Mayor/Council proceeded to develop a strategic structure support system plan.

9/18/2012

Council reviews and concurs to proceed with the strategic structure support system plan.

- Water / Sewer / Natural gas system support will be located at the Frank Satterfield wastewater treatment facility.
- Public Works (Streets / Building Maintenance / Parks / Solid Waste / Stormwater) will operate from the Tucker Road facility.
- Community Development / Leisure Services / record retention will be located at the former Perry Primary School on James Street.
- City administrative functions (City Attorney / City Manager / Economic Development / Personnel / Administration / Finance / City Council / City Clerk / DDA-Main Street / Special Events will be located at the Houston County General Government Building (old courthouse).
- Perry Police and Municipal Court will move to the current City Hall.
- Perry Fire and Emergency Services will operate in the current Police Safety Building.

6/16/2014

Council removes the Perry primary site from consideration due to the conditions required from the Houston County Board of Education.

2/9/2015

An alternate plan is proposed to Council to renovate / sell the current City Hall to the State of Georgia and use the proceeds to purchase the Houston County Government Building. Houston County sets sale price at \$ 2.5 million. City Hall renovations costs estimated at \$539,900.

11/30/15

State option cancelled by Council due to cost to acquire the Houston County Government Building, renovate City Hall, renovate the old courthouse, and space limitation for all users.

1/11/2016

Council affirms its decision not to sell City Hall to pay for new City Hall.

2/16/2016

Council agrees to proceed with purchasing the Stanley property at Macon Road / Swift Street for new City Hall.

2/21/2017

Council reviews revised price / conditions from Houston County BOC for old courthouse.

6/5/2017

Council reviews estimated space requirements for new City Hall.

6/19/2017

Based on space needs Council agrees to locate new City Hall at Carroll Street / railroad / Main Street / Macon Street.

12/4/2017

Council approves purchasing Tri-Line Building adjacent to the new City Hall property. The Department of Community Development assigned to the building reducing their space need in the new City Hall.

2/20/2018

Council examines old courthouse as a City Hall option and again declines it as an option.

6/17/2019

After reviewing the anticipated spaces requirements for Municipal Court, its impact on other City operations when operating out of the current City Hall and the increasing State position to separate the court functions from law enforcement functions, the Council approved constructing a new building for Municipal Court located between the current City Hall and the Public Safety Building. The estimated cost of the building is \$ 2.5 - \$ 3.2 million.

4/21/2020

Council agrees to purchase the old courthouse for \$ 1.6 million plus pay an estimated \$400,000 for renovations. The Municipal Court will locate in the building eliminating the \$ 2.5 - \$ 3.2 new building, plus adding City Council / Mayor / City Clerk / Economic Development / DDA-Main Street removing their functions from the new administration building.

12/1/2020

Council concurs to shift the Perry Arts Center to the Perry Events Center. As part of the transition all special event operations and storage will be located at this site.

### Impacts

- Since Council first approved the strategic structure support system plan:
  - The City's population has grown from 14,516 to 19,929 a 37.29% increase.
  - The Perry Public Facilities Authority has been established to finance these projects.
  - The commitment to downtown has been retained.
  - A comprehensive plan of 20 year review is established.
  - All City functions are included and assessed.
  - The City has reduced the scope of the administration building by 33%.
  - The Council has eliminated a \$ 2.5 - \$ 3.2 million building.

- The Council has examined a series of options to provide the most cost-effective solution to space needs.
- The new administration building will now provide space for:
  - \* Office of the City Attorney
  - \* Office of the City Manager
  - \* Customer Service
  - \* Finance Department
  - \* Personnel
  - \* Administrative functions for Department of Leisure Services
  - \* Administrative functions for the Department of Administration.

If you have any questions or comments please contact me.

cc: Mr. R. Smith



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**OFFICE OF THE CITY MANAGER**

**MEMORANDUM**

**TO:** Mayor / Council  
**FROM:** Lee Gilmour, City Manager  
**DATE:** February 9, 2021  
**REFERENCE:** Senior contact program

The COVID-19 pandemic has highlighted problems a single senior can have if she/he becomes ill. The Administration proposes that Council authorize a program that would provide a daily call to a single senior assuring the individual is maintaining.

The program would be coordinated by the Department of Leisure Services with support from the Perry Fire and Emergency Services Department and the Perry Police Department. General information would be provided but the City would not be a referral agency or a service provider.

A person who lives alone and meets the City's senior age limit would be eligible.

cc: Chief S. Lynn  
Chief L. Parker  
Mr. S. Swan

**W.H. Rape, Jr.**  
*Chief Deputy*

**Major Tommy Jackson**  
*Chief Administrator*

**Major Alan Everidge**  
*Jail Administrator*

**Captain Ricky Harlowe**  
*911 Emergency Services*

**Cullen Talton**  
**Sheriff, Houston County**  
202 CARL VINSON PKWY  
WARNER ROBINS, GEORGIA 31088  
478-542-2125 • FAX 478-328-1544

**Captain Ronnie Harlowe**  
*Patrol/Traffic Division*

**Captain Jon Holland**  
*Investigation Division*

**Captain M.J. Stokes**  
*Warrants/Civil Division*

**Captain Randy Banks**  
*Juvenile Division*

**ARE YOU OK?**

**TELEPHONE REASSURANCE PROGRAM FOR  
HOUSTON COUNTY RESIDENTS**

The "ARE YOU OK?" program is designed to check on the welfare of Houston County's senior, disabled and/or homebound citizens. The program is for those citizens who might face medical emergencies in their homes and do not have close friends or relatives to check on them each day. "ARE YOU OK?" utilizes computer technology to contact these citizens daily by telephone. The program is provided as a public service by the Houston County 911 agency and is offered free of charge. For further information, contact the Houston County 911 Office at (478)542-9911 or (478)542-2000.

**MEMBERS OF PROGRAM:** Members of the program must live within the limits of Houston County and fit one of the following categories:

1. Over the age of 55, living alone, with no close relative or friends to check on their daily welfare.
2. Married and both partners are over the age of 60 years and no close relatives or friends to check on their welfare daily.
3. Any age, living alone, with a disability that inhibits the mobility of the individual and no close relatives or friends to check on the individual daily.
4. Other individuals with unusual medical or social circumstances may apply and will be considered on a case-by-case basis.

All members of the program will be expected to follow the guidelines in this handout. Failure to do so may result in the member being removed from the program.

## **GUIDELINES FOR MEMBERS:**

1. Phone calls are made 7 days a week. You select the hour that you wish to be called. Once you select a time to be called you must be home to receive the call.
2. The "R.U.O.K.?" system works based on if the phone is answered or not. If the phone is answered, and the specified number key is pressed, the computer assumes that everything is all right and no further action is taken.
3. If you do not answer the phone, or do not acknowledge by pressing the number specified in the message, a Police Officer or one of your listed key holders will be notified and sent to your home to check on you.
4. If your named Key Holder is unavailable a Police Officer WILL USE FORCE to enter your home. The officer will use the least amount of force necessary to gain entry. By signing up for the RUOK program and receiving calls you agree to allow forced entry without compensation by the entering agency.
5. If you know that you will not be home for your call or you will be away from home for an extended period of time please call (478) 542-9911 and advise them that you will not be home to receive your call and that everything is OK.
6. If you do not receive your phone call, please contact the Houston County 911 Communications Center and advise. It is possible that there could be a malfunction with our computer.

**VACATIONS and TEMPORARY CANCELLATIONS:** If you are leaving on a vacation, are hospitalized or will be away from your home for a few days:

- Call (478) 542-9911
- Advise you will be away from home for an extended period of time
- You will be asked for the dates that you will be gone and when you will return.
- This information will be entered into the computer and the calls will be cancelled until you return.

**FALSE ALERTS:** Remember that you selected the time of your daily phone call and agreed to be at home. If there is no answer at your home, or the phone is busy for more than one hour, the "R.U.O.K.?" computer will issue an ALERT that will result in a key holder or Law Enforcement Official being sent out to your home.

**It is very important to understand that "R.U.O.K.?" is not intended to take the place of any other service which a member is now using.**



# Are You OK? Field Interview Form

<b>Phone Number:</b> (    ) - Cell    Home	<b>Date Enrolled:</b> / /	<b>Date of Birth:</b> / /	<b>Time to Call:</b> :    am :    pm	<b>Answering Machine:</b> Yes    No	<b>ID Number/CODE:</b>
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<b>Subscriber Name and Address:</b> <hr/> First Name                      Middle Name                      Last Name <hr/> Street Address <hr/> City    State    Zip <hr/> Phone Number    Cell Phone Number	<b>Doctor and Clergy:</b> <hr/> Doctors Name <hr/> Doctor's Phone Number <hr/> Clergy's Name <hr/> Clergy's Phone Number
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<b>In Case of Emergency, Notify:</b> <hr/> First Name                      Middle Name                      Last Name <hr/> Street Address <hr/> City    State    Zip <hr/> Phone Number    Cell Phone Number	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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<b>Next of Kin:</b> <hr/> First Name                      Middle Name                      Last Name <hr/> Street Address <hr/> City    State    Zip <hr/> Phone Number    Cell Phone Number	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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<b>Keyholders:</b> <hr/> First Name                      Middle Name                      Last Name <hr/> Street Address <hr/> City    State    Zip <hr/> Phone Number    Cell Phone Number	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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<b>Key on Premise?</b> Yes    No	Location:
<b>Pets?</b> Yes    No	Type and Location:
<b>Live Alone?</b> Yes    No	Co-Residents:
<b>Vehicle on-scene?</b> Yes    No	Vehicle Year Make, Model, Color, Tag Number:

<b>Medical History</b>	
<b>Able to walk?</b> Yes    No	List Physical Impairments:

<b>Remarks</b>		

<b>Date Entered and Initials:</b>	<b>Letter Mailed and Initials:</b>	<b>Date Removed and Initials:</b>
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