1. Call to Order: 7:00 PM

2. Invocation: Councilwoman Teresa Doster

3. Approval of Minutes Attachment #1
   Council Meeting – 9/17/2018

4. Public Comments:
   Reading of Rules for Public Comments

5. Old Business:
   A. None.

6. New Business:
   A. Main Street Report Attachment #6A
   B. Proposed Resolution to Authorize the Mayor to Apply for DOAS Surplus Program Eligibility Attachment #6B
   C. Discussion and Possible Action on a Proposed Audio Recording of Council Meetings Policy Attachment #6C
   D. Discussion and Possible Action on Authorizing the Mayor to Request Renewal of a Speed Detection Device Permit Attachment #6D
E. Proposed Resolution to Authorize the Mayor to Execute an Amendment to the Memorandum of Understanding with the Downtown Development Authority

Attachment #6E

7. Zoning:
   A. None.

8. Committee Reports:
   - Finance and Personnel – Councilmember Harvey C. Walker, Jr.
   - Public Utilities – Councilmember Alvin Butts
   - Streets, Buildings, and Grounds – Councilmember William C. Mangum, Jr.
   - Zoning and Ordinances – Councilmember Teresa W. Doster
   - Environmental – Councilmember Janie B. Reid
   - Community Development – Councilmember Charles R. Haley
   - Public Safety – Councilmember James A. Gorley
   - City Administrator – Mr. Gary Sanders
   - City Attorney – Mr. Christopher D. Huskins
   - City Clerk

9. Executive Session:

10. Motion to Adjourn
City of Eatonton Council Meeting  
September 17, 2018 at 7:00 PM  
Putnam County Commissioners’ Meeting Room, #203  
117 Putnam Drive  
Eatonton, Georgia 31024

Elected Officials Present:  
Mayor Walter C. Rocker, Jr.  
Mayor Pro-Tem Harvey (Chip) Walker, Jr.  
Councilman Alvin Butts  
Councilwoman Teresa Doster  
(Late) Councilman James A. Gorley  
Councilman Charles R. Haley  
Councilman William (Bill) Mangum, Jr.  
Councilwoman Janie B. Reid

Elected Officials Absent:

Staff Members Present:  
City Administrator, Gary Sanders  
City Attorney, Christopher Huskins  
Main Street Director, Andrew Simpson

Mayor Walter C. Rocker, Jr. called the September 17, 2018 Council meeting to order at 7:00 PM.

Invocation was given by Councilman Alvin Butts.

Motion was made by Councilman Haley and seconded by Councilman Mangum to approve the minutes from the Public Hearing on the 2018 Proposed Mill Rate Increase held on September 4, 2018 at 6:45 PM. Motion carried by a vote of 5-0. Councilman Butts abstained.

Motion was made by Councilman Butts and seconded by Councilwoman Doster to approve the minutes from the Regular Council meeting held on September 4, 2018. Motion carried by a unanimous vote of 6-0.
Public Comments: None.

Reading of the Rules for Public Comments: Omitted

Old Business: None

(Mr. Gorley arrived at 7:03 PM)

New Business:
Eatonton Main Street Report Attachment #6A

Report for City Council Meeting Monday September 17, 2018 - August 2018 Recap

Organization
Several new Main Street Directors attended the board meeting.

Main Street Director/Project Manager continued to liaise with Vizitech USA regarding the new website.

Lucille Crawford applied to join the Main Street Board.

Promotions
The Briar Patch Arts and Crafts Festival is now being advertised on various online portals.

The Briar Patch Arts and Crafts Festival billboard is now on Highway 441.

Design
Façade grant applications that have been distributed but have yet to be received from Bernard’s Family Funeral Care, Frilli Frocks Formals Boutique, La Rosa and Heaven’s Gate Bookstore and Gifts.

Economic Vitality
Peaceful Purpose Hospice of Georgia had the most attended Grand Opening ever since I started.

Southern Unique plans their grand opening in September.

Street Studios is having a grand opening in September.

Main Street Director/Project Manager has spoken to Ms. Hudson about the grand opening for Blac Bella Salon and provided Ms. Hudson with a façade grant application.

Main Street Director/Project Manager met with Linda Moore about her bookshop/coffee shop idea.

Main Street Director/Project Manager has received several inquiries regarding the former Eatonton Cotton Warehouse and former Smiths Coastal Grill location. I have referred them to the Real Estate Agents that are selling the properties.

Summary
August saw a definite uptick regarding inquiries for relocation to Downtown Eatonton.

The Briar Alley location (117 S. Jefferson Ave.) has a few units that are available for rent.
122 N. Jefferson Ave. next to the Cotton Warehouse is also available for rent.

Both locations are “turn key” ready for new businesses.

The Briar Patch Arts and Crafts Festival is on September 22 and the flyer this year is both in English and Spanish. As it is Hispanic Heritage Month, we are also including some Latino acts in the schedule to encourage attendance. The feedback has been very positive.

Councilman Haley inquired about Ms. Lucille Crawford’s application for appointment to the Main Street Board.

Councilman Butts asked if the City of Eatonton’s website is available in Spanish.

**Update from Chamber of Commerce on Tourism Product Development Grant Award**

**Attachment #6B**

Ms. Roddie Anne Blackwell announced that the Georgia Department of Economic Development’s Tourism division awarded funding to the Downtown Development Authority for Phase 3 of the Chamber of Commerce’s Briar Patch Pocket Parks project. Ms. Blackwell explained that the concept for the display is a life-sized statue of Uncle Remus sitting on a bench surrounded by 3 or 4 critters telling a story to a little boy. The location for the display, which has not yet been finalized, will presented to Council for approval. Councilman Haley and Councilman Gorley agreed to work with Ms. Blackwell on the project.

**Discussion and Possible Action on MR&R Grant for Eatonton-Putnam County Library**

**Attachment #6C**

Motion was made by Mayor Pro-Tem Walker and seconded by Councilwoman Doster to table this item as requested by the Eatonton-Putnam County Library. Motion carried by a unanimous vote of 7-0.

**Proposed Resolution to Approve a Temporary Alcoholic Beverage Pouring License for the Eatonton-Putnam Chamber of Commerce**

**Attachment #6D**

Motion was made by Councilwoman Doster and seconded by Councilman Haley to approve the Proposed Resolution approving a temporary alcoholic beverage pouring license for the Eatonton-Putnam Chamber of Commerce and to authorize Mayor Rocker to sign. Motion carried by a unanimous vote of 7-0.

**Request by Eatonton Service League to Close Certain City Streets for Inaugural Brer Terrapin Trot 5K and Fun Run**

**Attachment #6E**

Motion was made by Councilman Gorley and seconded by Councilwoman Doster to approve the request by the Eatonton Service League to close certain city streets for the inaugural Brer Terrapin Trot 5K and fun run to be held on September 22, 2018. Motion carried by a unanimous vote of 7-0.
Proposed Resolution to Authorize the Mayor to Sign an Amendment to the Area Agency on Aging Contract for SFY 2019 Attachment #6F

Motion was made by Councilwoman Doster and seconded by Mayor Pro-Tem Walker to approve the Proposed Resolution authorizing Mayor Rocker to sign an amendment to the Area Agency on Aging Contract for SFY 2019 and other such supporting material as shall be necessary for the proper execution of the amendment and to authorize the Mayor to sign. Motion carried by a unanimous vote of 7-0.

Councilwoman Reid requested information concerning the initial 2018 Area Agency on Aging contract amount versus the final contract amount.

Discussion and Possible Action on an Operator Training and Qualification Records Retention Agreement with the Georgia Utility Training Academy Attachment #6G

Motion was made by Councilman Butts and seconded by Councilman Gorley to approve the Operator Training and Qualification Records Retention Agreement with the Georgia Utility Training Academy and to authorize Mayor Rocker to sign. Motion carried by a unanimous vote of 7-0.

Zoning: None.

Committee Reports:

Mayor Pro-Tem Harvey “Chip” Walker advised that he will schedule a Personnel & Finance Committee Meeting soon.

Motion was made by Mayor-Pro Tem Walker and seconded by Councilwoman Doster to pay the bills if and when the funds become available. Motion carried by a unanimous vote of 7-0.

Councilman Butts discussed the lighting services agreements with Georgia Power for illumination at the Hut and Police Department.

Motion was made by Councilman Haley and seconded by Councilman Mangum to add “Lighting Services Proposal for the Hut” to the agenda. Motion carried by a unanimous vote of 7-0.

Lighting Services Proposal for the Hut

Motion was made by Councilman Butts and seconded by Councilman Haley to authorize the Mayor to sign the 130-watt Lighting Services Agreement with Georgia Power for the Hut. Motion carried by a unanimous vote of 7-0.

Motion was made by Councilwoman Doster and seconded by Councilman Haley to add “Lighting Services Proposal for the Police Department” to the agenda. Motion carried by a unanimous vote of 7-0.
Lighting Services Proposal for the Police Department
Motion was made by Councilman Butts and seconded by Councilman Gorley to authorize the Mayor to sign the 250-watt Lighting Services Agreement with Georgia Power for the Eatonton Police Department. Motion carried by a unanimous vote of 7-0.

Mr. Butts asked those individuals who will attend the upcoming Rural Broadband Summit to bring back information to share with those who cannot go.

City Administrator Sanders advised that he will attend the Governmental Accounting and Reporting Issues seminar this Wednesday and Thursday in Athens.

The Regional Commission returned the completed drafts of the Service Delivery Strategy forms today, which will be forwarded to Mr. Wesley Corbitt for review. Council may need to hold a called meeting to ensure a timely submission to the Department of Community Affairs.

Please remember the Briar Patch Arts Festival held this Saturday from 10:00 AM – 3:00 PM on the Courthouse square.

The daughter of Gas Department employee Demario Ruff passed away. Please keep his family in your thoughts and prayers.

Mayor Rocker asked if there was any other business to be conducted for the good of the City. There being none, motion was made by Mayor Pro-Tem Walker and seconded by Councilman Mangum to adjourn. Motion carried by a unanimous vote of 7-0. Meeting adjourned at 7:33 PM.

______________________________
Walter C. Rocker, Jr., Mayor

ATTEST:

______________________________
Gary Sanders, City Administrator
Downtown Eatonton

Revitalizing Our Downtown

P.O. Box 4384 Eatonton, GA 30214  706.749.9150
A 501-c-3 Non-Profit Corp. Designated by the Georgia Dept. of Community Affairs for the City & County

Report for City Council Meeting Tuesday October 2, 2018 - September 2018 Recap

Organization

Main Street Director attended the Georgia Trust Historic Preservation Conference in Macon.

Main Street Director attended the Broadband Summit in Warner Robins.

New Chair, Erin Keating and Vice-Chair, Karen Henry-Garrett.

Promotions

The Briar Patch Arts and Crafts Festival vendors were at 2016 levels down on 2017. The crowd was up on 2017. There were 7 Festivals going on that day and a number of tournaments at the Recreation Dept. The board will be discussing an April date that will be tied into Masters Week.

I have been in discussions with Southern Distinction magazine about featuring Downtown businesses.

Star Station 100.7 is running ads highlighting Downtown Eatonton and our events.

Design

Façade grant applications that have been distributed but have yet to be received from Bernard's Family Funeral Care, Frilli Frocks Formals Boutique, La Rosa and Heaven's Gate Bookstore and Gifts. The planters have been ordered for an October delivery date.

Economic Vitality

Street Studios held its ribbon cutting on Friday September 21.

I have received inquiries about the Old Jail on W. Marion St and have referred them to Putnam County.

There has been a great effort by building owners in rehabilitating structures on E. Sumter St.

Summary

September has seen an increase in the promotion of Downtown Eatonton through billboards, radio and the print media. The holding of various events in the Downtown does raise the profile of Eatonton throughout the state and encourages visitors to see what Eatonton has to offer. The feedback from vendors and visitors to the Briar Patch Arts and Crafts Festival was very positive. However, certain exhibitor/vendor applicants felt restricted by the title of the event, so a change in name and time of year may be in order to broaden the appeal of the Festival.
RESOLUTION

A RESOLUTION by the Board of Council of the City of Eatonton, Georgia to authorize the Mayor to apply for DOAS surplus program eligibility and for other purposes.

WHEREAS, the Georgia Department of Administrative Services is responsible for the management and disposal of the state's surplus or excess property to eligible participants; and

WHEREAS, the City of Eatonton has found participation in the surplus program to be a desirable and cost effective means of acquiring such surplus or excess property; and

WHEREAS, the Georgia Department of Administrative Services requires local governments to periodically reapply for program eligibility.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Eatonton, Georgia, that:

THE MAYOR IS AUTHORIZED TO APPLY FOR SURPLUS PROPERTY ELIGIBILITY WITH THE GEORGIA DEPARTMENT OF ADMINISTRATIVE SERVICES ON SUCH FORMS AS MAY BE REQUIRED.

APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 2nd day of October, 2018.

__________________________
Walter C. Rocker, Jr., Mayor
City of Eatonton, Georgia

ATTEST:

__________________________
DESIGNATION OF AUTHORIZED SIGNERS AND PROPERTY SELECTORS

Name of Organization: City of Eatonton

Authorized Officials have the authority to conduct all matters of business pertaining to the acquisition and utilization of surplus property acquired through the Georgia State Agency for Surplus Property. They are designated to obligate necessary donee funds for this purpose; execute distribution documents binding the donee to the terms, conditions, reservations, and restrictions applying to property obtained through the agency. This list will be updated periodically depending on the type of organization. The Authorized Officials are responsible for notifying The Department of Administrative Services in the event of changes to the list. Property selectors only have the ability to acquire property from the Georgia State Surplus Property Division. Authorized Officials are responsible for appointing property selectors.

<table>
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<tr>
<th>Permission Level</th>
<th>Name</th>
<th>Title</th>
<th>Telephone</th>
<th>Email Address</th>
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<tbody>
<tr>
<td>Authorized Official</td>
<td>Gary Sanders</td>
<td>City Administrator</td>
<td>(706) 485-3311</td>
<td><a href="mailto:gsanders@eatontonga.us">gsanders@eatontonga.us</a></td>
<td>Update</td>
</tr>
<tr>
<td>Authorized Official</td>
<td>Walter C. Rocker, Jr.</td>
<td>Mayor</td>
<td>(706) 485-3311</td>
<td><a href="mailto:mayorrocker@eatontonga.us">mayorrocker@eatontonga.us</a></td>
<td>Update</td>
</tr>
<tr>
<td>Authorized Official</td>
<td>Joe Hawkins</td>
<td>Public Works Superintendent</td>
<td>(706) 485-0195</td>
<td><a href="mailto:jhawkins@bellsouth.net">jhawkins@bellsouth.net</a></td>
<td>Update</td>
</tr>
<tr>
<td>Authorized Official</td>
<td>Kent Lawrence</td>
<td>Chief of Police</td>
<td>(478) 288-3380</td>
<td><a href="mailto:eatontonpolice@bellsouth.net">eatontonpolice@bellsouth.net</a></td>
<td>Update</td>
</tr>
<tr>
<td>Authorized Official</td>
<td>Charlie Bales</td>
<td>Gas Superintendent</td>
<td>(706) 485-0195</td>
<td><a href="mailto:cbales@bellsouth.net">cbales@bellsouth.net</a></td>
<td>Add</td>
</tr>
</tbody>
</table>

Date: ____________________________  ____________________________

AUTHORIZED OFFICIAL (PRINT)

AUTHORIZED OFFICIAL (SIGNATURE)
NON-DISCRIMINATION ASSURANCE

LEGAL NAME & MAILING ADDRESS OF APPLICANT'S ORGANIZATION

City of Eatonton
Name of Organization

P.O. Box 3820, Eatonton, GA 31024
Mailing Address (P.O. Box, Street, City & State, Zip Code)

201 N. Jefferson Ave., Eatonton, GA 31024
Street Address/Location (if different from mailing address)

Putnam
County

(706) 485-3311
Telephone

The Donee, City of Eatonton
NAME OF ORGANIZATION

hereby agrees that the program for or in connection with which any property is donated to the Donee will be conducted in compliance with, and the Donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the Donee is authorized to provide services or benefits under said program to comply with all requirements imposed by or pursuant to the regulations of the General Services Administration (41 CFR 101-6.2 OR 101-8) issued under the provisions of Title VI of the Civil Rights Act of 1964, Section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975, to the end that no person in the United States shall on the ground of race, color, national origin, sex, or age, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity for which the Donee received Federal Assistance from the General Services Administration: and hereby gives assurance that it will immediately take any measures necessary to effectuate this agreement.

The Donee further agrees that this agreement shall be subject in all respects to the provisions of said regulations; that this agreement shall obligate the Donee for the period during which it retains ownership or possession of any such property; that the United States shall have the right to seek judicial enforcement of this agreement; and this agreement shall be binding upon any successor in interest of the Donee and the word "Donee" as used herein includes any such successor in interest.

Date: ____________________

Print / Authorized Official (Signature)
City of Eatonton, Georgia
Audio Recording of Council Meetings Policy

Adopted October 2, 2018
Section I

Objective and Purpose

The objective of this policy is to set forth procedures for the creation, storage, usage, access, and disposal of audio recordings of Council meetings and public hearings in a manner consistent with Georgia law.

The purpose of creating audio recordings is primarily to assist in the preparation of the official minutes of Council meetings and public hearings and to ensure the accuracy of such records until formally adopted by Council as true and accurate.

Definitions

*Audio Recording* means any recording made by any electronic device capable of recording sound. This includes, but is not limited to, recordings made by video camera, cassette recorder, or digital audio recorder and stored on compact disc (CD), hard drive, or in any other format (.wav, .mp3, .mp4, etc.).

*Council Meeting* means any regular or called meeting of the Eatonton City Council.

*Public Hearing* means any public meeting of the Eatonton City Council convened to receive public comment or input on a proposed action, resolution, ordinance, or any other matter at the direction of Council.

Adopted October 2, 2018
Section II

Policies and Procedures

1. Unless a majority of the members of the City Council present at a Council meeting or public hearing agree to suspend or remove the provisions of this policy, an audio recording of each Council meeting and public hearing shall be created.

2. The audio recording shall begin at the commencement of the Council meeting or public hearing and shall conclude at the adjournment of the meeting or public hearing.

3. Due to the nature of technical equipment, it is not guaranteed that audio recordings will be continuous or fault free. Nothing in this policy shall be construed as to invalidate a meeting, public hearing, or action of the City Council due to the failure to audio record such meeting, public hearing, or action.

4. Closed meeting sessions, as allowed by Chapter 14 of Title 50 of the Georgia Code, shall not be audio recorded.

5. Audio recordings do not replace the written minutes of meetings or public hearings and transcripts of recordings shall not be prepared.

6. The official record of the Council meeting or public hearing is not the audio recording but the meeting minutes, which require formal adoption by the City Council.

7. All audio recordings shall be stored for the period of time established by the Georgia local government records retention schedule. After such period, the audio recordings shall be deleted and/or destroyed.

8. Access to the audio recordings created under this policy will be made available pursuant to the provisions of the Georgia Open Records Act. The City Clerk, or his/her designee, shall provide a digital copy of recordings so requested in the recordings’ native format. Neither the City Clerk nor his/her designee shall transcribe any portion of any audio recording.

Adopted October 2, 2018
September 20, 2018

Department of Public Safety
Office of Professional Standards
Post Office Box 1456
Atlanta, GA 30371-1456

To Whom It May Concern:

I, Mayor Walter C. Rocker, Jr., am requesting renewal of the City of Eatonton’s Speed Detection Device Permit.

Sincerely,

Walter C. Rocker, Jr.
Mayor
State of Georgia

Department of Public Safety

EATONTON CITY GOVERNMENT
(GOVERNING AUTHORITY)

having submitted an application in proper form for a permit for the use of a speed detection device at the following location(s):

The speed limits and locations approved for the use of a speed detection device are listed and hereby incorporated by reference on the attached list #04200201, approved by Georgia Department of Transportation and adopted by the MUNICIPALITY on April 11, 2002.

This newly updated approved list supersedes and replaces all previous lists and ordinances and will serve as the controlling document for this permit.

and EATONTON CITY GOVERNMENT having shown compliance with all applicable laws, rules and regulations, the Department of Public Safety hereby issues this permit, as provided by law to

EATONTON CITY GOVERNMENT
(GOVERNING AUTHORITY)

for the use of a speed detection device at the authorized location(s).

Issued in Atlanta, Georgia, this 18th day of November, 2015

Expires: 12/31/2018
Permit Number: 483 G

[Signature]
Commissioner, Department of Public Safety
FIRST ADDENDUM TO MEMORANDUM OF UNDERSTANDING

MOU #2018-090401

WHEREAS, on September 4, 2018, the City of Eatonton, Georgia acting by and through its elected Mayor and Council and the Eatonton Downtown Development Authority entered into a memorandum of understanding for services related to general economic development and promotion of the downtown area in Eatonton, Georgia for the period of September 1, 2018 through August 31, 2019; and

WHEREAS, the City of Eatonton now finds it necessary and desirable to amend such memorandum of understanding to reflect an additional source of funding.

NOW, THEREFORE, the City of Eatonton and the Eatonton Downtown Development Authority hereby agree to the terms of this Amendment as follows:

CITY PAYMENT TO AUTHORITY PARA #301 of the Agreement is hereby deleted, and the following is inserted in lieu thereof:

The City will pay the Authority upon the completion and acceptance of the work an amount not to exceed $34,030.00. Included in this amount is $18,000 earmarked for the Eatonton Main Street Program. In addition, the City will remit the following lump sum payments to the Authority to be disbursed to the Eatonton Main Street Program upon receipt: 1) 37.5% of the hotel-motel taxes collected during CFY 2019; and 2) $10.00 for each business license issued during CFY 2019.
SIGNATURES TO MEMORANDUM OF UNDERSTANDING ADDENDUM BETWEEN

THE CITY OF EATONTON

and

EATONTON DOWNTOWN DEVELOPMENT AUTHORITY

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures on the dates indicated.

The Authority certifies by signature hereon that the named Authority is registered with the State of Georgia and may do business in the State of Georgia and that all required reports have been filed so as to ensure that the Authority is in good standing with the State of Georgia.

Authority Execution:  

By: __________________________
Chairperson
Eatonton Downtown Development Authority

Date: _________________

Attest: ______________________

City of Eatonton:

__________________________
Walter C. Rocker, Jr.
Mayor

Date: _________________

Attest: ______________________

Seal

Seal