City of Eatonton Council Meeting
Agenda
July 5, 2016
Putnam County Commissioners’ Meeting Room, #203
117 Putnam Drive
Eatonton, Georgia 31024
(706) 485-3311

1. 7:00 PM Call to Order

2. Invocation: Councilman Charles R. Haley

3. Approval of Minutes: Attachment #1

4. Public Comments:
   Reading of Rules for Public Comments

5. Old Business:
   A.

6. New Business:
   A. Proposed Resolution to Authorize the Mayor to Request Technical Assistance from the Middle Georgia Regional Commission to update the joint Comprehensive Plan and Service Delivery Strategy Attachment #6A
   B. Proposed Resolution to Authorize the Mayor to sign a Contract with the Area Agency on Aging for SFY 2017 Attachment #6B
   C. Proposed Resolution to Authorize the Disposal of Surplus Property Attachment #6C

7. Committee Reports:
   • Finance and Personnel – Council Member Harvey C. Walker, Jr.
   • Public Utilities – Council Member Alvin Butts
   • Streets, Buildings and Grounds – Council Member William C. Mangum
   • Zoning and Ordinances - Council Member Teresa Doster
8. Executive Session:

9. Motion to Adjourn:
City of Eatonton Council Meeting
Monday, June 20, 2016 7:00 pm
Putnam County Administration Building, 117 Putnam Dr., Eatonton, Georgia 31024

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

Staff Members Present:
  City Administrator, Gary Sanders
  City Attorney, Christopher Huskins
  Payroll Clerk, Lisa K. Yates

Mayor Walter Rocker called the Council meeting to order at 7:00 P.M.
Councilman James A. Gorley gave the Invocation.

Motion was made by Haley and seconded by Butts to adopt the minutes from last meeting with any necessary corrections. Motion carried by a vote of 6-1. Councilwoman Doster was not at that meeting & she abstained.

Public Comments: None

Reading of the Rules for Public Comments: Omitted

Old Business: None

New Business:
Main Street Report Attachment #6A

Main Street report submitted by Andrew Simpson
Eatonton Main Street Director/Project Manager

Main Street Report for City Council June 2016

Organization
The Main Street Board cancelled a Fiscal and Community Transformation Strategy Meeting on June 17.

Eatonton Main Street Director attended New Community Initiated Development Training on June 15.

The next Community Vision Meeting, "There is no Community without Unity" is scheduled for July 14.

**Promotion**
Main Street Director is looking at possible July 4 celebrations for downtown Eatonton in 2017.

Main Street is seeking to expand the amount of movies shown on the Courthouse Lawn.

The Movie Finding Nemo on The Courthouse Lawn attracted 200 people.

Leadership Putnam continues to seek funds regarding the painting of the downtown Water Tower.

**Design**
The Design Committee confirmed there are no facade grant applications in process.

Planters are watered on a regular basis by the City, but the hot weather is causing an issue for the plants.

Main Street is looking at grants for downtown murals and the revitalization of ghost signs.

**Economic Vitality**
The Eatonton Cotton Warehouse has a provisional opening date of July 23.

I have not received a response from Underground Treasures regarding an opening date.

Country Kitchen from Harmony Road is relocating to the Pex Theater and has an approximately projected Labor Day opening date.

Smith’s Sweets Coffee Shop will be opening on Saturday’s from 8 am to 8 pm throughout the Summer.

Ray Drug that has been in business for 42 years is closing its doors on June 30.

I have met with businesses outside the immediate downtown area in an effort to reassure them that they are an equal part of Main Street and promote them as our business of the week.

**Summary**
The Main Street Director will be meeting with the City Administrator and Code Enforcement Officer, regarding the state of certain buildings in the downtown. Moving forward Main Street will identify the buildings and pass them on to Code Enforcement for further action.

Main Street continues to visit the outlining merchants to see how best to incorporate them into downtown.
Proposed Resolution to Apply for a Local Maintenance and Improvement Grant from the Georgia Department of Transportation Attachment #6B

After Mr. Sanders’ discussion, motion was made by Mangum and seconded by Gorley to approve applying for the Local Maintenance and Improvement Grant from the Georgia Department of Transportation and authorizing the Mayor to sign letters, applications and such supporting and collateral material. Motion carried by a unanimous vote of 7-0.

Proposed Resolution to Amend Chapter 62, Section 71 (Rate of Levy) of the Code of Ordinances Attachment #6C

After Mr. Sanders’ discussion, motion was made by Haley and seconded by Doster to set and levy on each occupant of a guestroom of any hotel located within the corporate limits of this city a tax in the amount of 8% of the rent for such occupancy. This tax shall become effective on September 1, 2016. Motion carried by a unanimous vote of 7-0.

Proposed Resolution to Amend Chapter 2, Section 213 (Board appointments and boards) of the Code of Ordinances Attachment #6D

After Mr. Sanders’ discussion, motion made by Doster and seconded by Haley. Members of any board shall be citizens of the city, except in such cases where no qualified citizen of the city expressed an interest, and shall be appointed by the City Council. There are no term limits on the service to the City Council. Motion carried by a unanimous vote of 7-0.

Proposed Resolution to Appoint a Member to the Eatonton-Putnam County Library Board Attachment #6E

After Mr. Sanders’ discussion, motion made by Haley and seconded by Mangum. Patricia Hone is hereby appointed to the Eatonton-Putnam Library Board for a six year term beginning on July 1, 2016 and ending on June 30, 2022. Motion carried by a vote of 7-0.

Discussion and Possible Action on Renewing a Sublease Agreement between the Eatonton-Putnam Arts Foundation and the City of Eatonton Attachment # 6F

Chris Huskins, City Attorney, stated this was the same resolution that passed before; just with different dates. Motion made by Mangum and seconded by Haley. Motion carried by a vote of 5-2. Butts and Stokes opposed.

Committee Report:
Motion was made by Walker and seconded by Haley to pay the bills if and when the funds become available. Motion carried by a unanimous vote of 7-0.

Finance and Personnel: Councilman Walker reported scheduled meetings with Councilman Gorley and Councilwoman Doster. Another meeting will be scheduled at a later date.
Public Utilities: Councilman Butts had nothing to report.

Streets, Buildings and Grounds: Councilman Mangum had nothing to report.

Zoning and Ordinances: Councilwoman Doster had nothing to report.

Environmental: Councilman Haley reported Mr. Jim Marshall would like to deed the old Big Chick building to the City for green space. He thanked City personnel and the Police Department for their quick response to the clearing debris from the roads and responding to the numerous phone calls from the public due to the June 17th storm.

Community Development: Councilwoman Stokes had nothing to report. She thanked the City personnel & Police Department for their diligent work and prompt clean up from the June 17th storm.

Public Safety: Councilman Gorley had nothing to report. He thanked the Eatonton Police Department and the City Public Works Department responding quickly to the June 17th storm.

City Administrator: Mr. Gary Sanders reported Peach State Construction Company LLC had completed the paving project at the Waterworks Community Center. The City may start renting the building. Joe Hawkins, Street Dept Supervisor, reported today that his department picked up 13 ½ tons of debris from the June 17th storm. The old street sweeper has been placed for auction on Govdeals.com. End date for bidding is June 27, 2016.

City Attorney: Christopher D. Huskins reported having conversations with the Attorney for the Mayor of Savannah. Conversations have been fruitful.

City Clerk: Mrs. Sarah Abrams was absent due to illness. Lisa K. Yates, payroll clerk, substituted for Mrs. Abrams. Ms. Yates had nothing to report.

Mayor Rocker asked if there was any other business to be conducted for the good of the City.

Motion was made by Councilman Walker and seconded by Councilman Gorley to adjourn. Meeting was adjourned at 7:35pm. Motion carried by unanimous vote of 7-0.

ATTEST:

Walter C. Rocker Jr., Mayor

Lisa K. Yates, Payroll Clerk
RESOLUTION

A RESOLUTION by the Council of the City of Eatonton, Georgia, to authorize the Mayor to request technical assistance from the Middle Georgia Regional Commission to update the joint Comprehensive Plan and Service Delivery Strategy and for other purposes.

WHEREAS, the Georgia Planning Act of 1989 requires all local governments in Georgia to prepare and update a comprehensive plan and service delivery strategy in accordance with the “Minimum Standards and Procedures for Local Comprehensive Planning” promulgated by the Department of Community Affairs; and

WHEREAS, the City of Eatonton Comprehensive Plan and Service Delivery Strategy must be updated, adopted, and certified to the Department of Community Affairs by October 31, 2017 in order to maintain the status of Qualified Local Government; and

WHEREAS, the Middle Georgia Regional Commission has offered and is qualified to provide technical assistance to the City of Eatonton to update the joint Comprehensive Plan and Service Delivery Strategy; and

WHEREAS, it is the desire of the City of Eatonton to have a Comprehensive Plan and a Service Delivery Strategy that comply with the Georgia Planning Act and that are transmitted to the Department of Community Affairs by the due date.

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

The Mayor of the City of Eatonton is authorized to request technical assistance from the Middle Georgia Regional Commission to update the City of Eatonton Comprehensive Plan and Service Delivery Strategy. Additionally, it is the desire of the Council to prepare the Comprehensive Plan jointly between the City of Eatonton and Putnam County.

APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 5th day of July, 2016.

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

ATTEST:

Clerk, City of Eatonton, Georgia
June 21, 2016

Mayor Walter Rocker
City of Eatonton
201 N. Jefferson Avenue
Eatonton, GA 31024

Dear Mayor Rocker:

As you are aware, each city and county in Georgia is required to have a Comprehensive Plan in compliance with the Georgia Planning Act of 1989. A new Comprehensive Plan must be adopted every 10 years based on a cycle established by the Georgia Department of Community Affairs (DCA). The City of Eatonton Comprehensive Plan must be updated, adopted, and certified by DCA prior to October 31, 2017. Also, by October 31, 2017, the Service Delivery Strategy for Eatonton and Putnam County must be updated. Failure to meet the deadlines required by DCA will result in the City of Eatonton losing its Qualified Local Government status.

In the past, the Middle Georgia Regional Commission (MGRC) has prepared Comprehensive Plan and Service Delivery Strategy updates for Eatonton. Given the amount of work required to complete these updates, we are requesting formal notification that Eatonton desires the assistance of MGRC in preparing the update.

The cost of preparation of the Comprehensive Plan and Service Delivery Strategy is covered by the local dues paid by the City of Eatonton and the Regional Commission’s contract with DCA. There is no additional cost for MGRC to provide this assistance.

The Comprehensive Plan requirements have changed since the last update; therefore, we would like an opportunity to speak with the Council at a regularly-scheduled meeting or work session in June or July about the City of Eatonton Comprehensive Plan update process. If Eatonton elects to have MGRC assist with the update, we will need input into various topics pertaining to the plan. Some of the items which will need to be considered early in the process include; deciding which optional plan elements to include, development of a list of potential stakeholders for the steering committee, and general thoughts on the usefulness of the existing Comprehensive Plan and ideas for improvement.

A timeline for the overall plan completion is shown below:

<table>
<thead>
<tr>
<th>Action</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brief Council on timeline and plan requirements</td>
<td>June 2016 – July 2016</td>
</tr>
<tr>
<td>Develop land use maps and public participation plan</td>
<td>July 2016 – September 2016</td>
</tr>
<tr>
<td>Stakeholder involvement and Draft Plan Development</td>
<td>September 2016 – June 2017</td>
</tr>
<tr>
<td>Public Hearing and DCA/Regional Commission Review</td>
<td>July 2017 – September 2017</td>
</tr>
<tr>
<td>Local Adoption of Plan</td>
<td>No later than October 3, 2017</td>
</tr>
<tr>
<td>Plan Certification by DCA</td>
<td>No later than October 31, 2017</td>
</tr>
</tbody>
</table>
Finally, past Comprehensive Plans have been conducted jointly between the City of Eatonton and Putnam County. We are simultaneously reaching out to the county and asking for concurrence on performing a joint update at this time. In your request for assistance from the Regional Commission, please indicate if you would prefer a joint or single jurisdictional plan update.

We appreciate the opportunity to assist the City of Eatonton with the update to the Comprehensive Plan and Service Delivery Strategy. If you have any questions, please do not hesitate to contact me at (478) 751-6160 or lmathis@mg-rc.org.

Sincerely,

Laura Mathis
Deputy Director
RESOLUTION

A RESOLUTION by the Council of the City of Eatonton, Georgia, to authorize the Mayor to sign a contract with the Area Agency on Aging for SFY 2017 and for other purposes.

WHEREAS, the Mayor and Council of the City of Eatonton, Georgia, have found grants administered by the Area Agency on Aging to be a necessary and desirable funding option to provide home delivered and congregate meals programs to residents of the City of Eatonton and Putnam County; and

WHEREAS, the City of Eatonton received notification from the Middle Georgia Regional Commission that the City has been approved to receive funding to provide such meals services in Putnam County for SFY 2017; and

WHEREAS, the City of Eatonton desires to continue to promote better physical and mental health for older people through the provision of nutritious meals and opportunities for social contact.

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

The Mayor is authorized to sign the contract between the Middle Georgia Regional Commission Area Agency on Aging and the City of Eatonton for SFY 2017 and other such supporting material as shall be necessary for the proper execution of the contract.

APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 5th day of July, 2016.

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

ATTEST:

Clerk, City of Eatonton, Georgia
MIDDLE GEORGIA REGIONAL COMMISSION
AREA AGENCY ON AGING
CONTRACT

RC/AAA ADMINISTRATIVE INFORMATION:

Expense X
DHS Contract # ____________________________
Total Obligation: $199,260

CFDA #93.053 (NSIP)
CFDA #93.045 (Title III C1, C2)

Federal: $112,967
State: $73,003
Match: $13,290

SECTION I - GENERAL CONTRACT PROVISIONS:

PARA #101 CONTRACT BETWEEN:

This Contract is made and entered into by and between the Middle Georgia Regional Commission (RC), an agency of the State of Georgia legally empowered to contract pursuant to the Official Code of Georgia Annotated, Section 49-2-1 and as otherwise identified in Section II of this contract (if applicable), and hereinafter referred to as the RC;

AND

City of Eatonton
201 N. Jefferson Avenue
Eatonton, GA 31024

legally empowered to contract pursuant to the laws of Georgia, and hereinafter referred to as the CONTRACTOR.

This Contract is deemed to be made under and shall be construed and enforced in every respect according to the laws of the State of Georgia. Any lawsuit or other action based on a claim arising from this Contract shall be brought in a court or other forum of competent jurisdiction within Bibb County, Georgia.

Nothing contained in this Contract shall be construed to constitute the Contractor or any of its employees, agents, or subcontractors a partner, employee, or agent of the RC, nor shall either party to this Contract have any authority to bind the other in any respect, it being intended that each shall remain an independent contractor.

PARA #102 PERIOD OF CONTRACT:

This Contract has an effective beginning date of the 1st day of July 2016 and shall terminate on the 30th day of June 2017, unless terminated earlier under other provisions of this Contract. Continuation funding is dependent upon the receipt of appropriated funds from state and federal granting agencies and the successful performance of the contracted obligations of the City of Eatonton.
SIGNATURES TO CONTRACT BETWEEN
THE MIDDLE GEORGIA REGIONAL COMMISSION

AND

CITY OF EATONTON, GA

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures the day and year first above written.

CONTRACTOR EXECUTION:                    RC EXECUTION:

________________________________________  ______________________________________
Signature

________________________________________  ______________________________________
Date Signed

________________________________________  Middle Georgia Regional Commission
Typed Name

________________________________________  Typed Name of Agency
*Typed Title of Individual Signing

M. A. "Butch" Hall

 Typed Name of Individual Signing

ATTEST:

________________________________________
Signature

________________________________________
Typed Name

________________________________________
Title

Ralph Nix

Typed Name of Individual Signing

*Written authority is required as an attachment, which proves that the signer has the authority to sign for the Contractor.
City of Eatonton

Scope of Services for July 1, 2016 – June 30, 2017

The City of Eatonton will provide the following services to the Middle Georgia RC through its Area Agency on Aging (AAA) for the period beginning July 1, 2016 and ending on June 30, 2017:

1. Operate a senior center in Putnam County.

2. Provide congregate meals to an average of 30 older adults per day at the aforementioned senior center.

3. Coordinate, package, and deliver meals to older adults approved for home-delivered meal service by the Middle Georgia AAA.

4. Provide no less than 250 days of service per year for the nutrition programs.

5. Provide a broad spectrum of nutritional, safety, wellness, social, and educational activities to older adults attending the senior center/congregate meal sites; a minimum of two hours per day is required.

6. Operate the senior center for a minimum of 4 hours, Monday through Friday, unless a designated federal and/or state holiday, weather-related conditions, or other emergencies such as, but not limited to, a lack of heating or air conditioning, preclude opening the center.

7. Assess participants upon acceptance into the congregate/home-delivered meal program, reassess clients after a six-month period, and a minimum of once per year thereafter; assessments must be conducted face-to-face.

8. Client satisfaction surveys will be distributed to participants at the end of each quarter and results reported to the AAA.

9. Enter service logs ensuring accuracy of information no later than the 5th working day of the month.

10. Prepare and submit program and fiscal reports accurately and timely no later than the 5th working day of the month.

11. Carry out the Scope of Services for home delivered meals and senior center/congregate meal services as set forth in the City of Eatonton’s bid proposal to the RC dated on or about February 25, 2016 for SFY 2017-2020.

12. Title III Regulations (Code of Federal Regulations, Volume 4, Parts 1200 to End); Georgia Department of Human Services, Division of Aging Services, Manual 5300, Chapter 202.5c, Client Complaint & Incident Procedures for Participants in Non-Medicaid Home- and Community-Based Services Programs; Georgia Department of Human Services, Division of Aging Services, Manual 5600, Chapter 2014-04, Section 2025, Fee for Service; Georgia Department of Human Services, Division of Aging Services, Manual 5300, Chapter 200, Section 206, Senior Center Requirements; Georgia Department of Human Services, Division of Aging Services, Chapter 300,
Section 304, Nutrition Program Guidelines and Requirements; and other applicable laws and regulations pertaining to the services delivered by the City of Eatonton.

**In addition, the City of Eatonton will:**

1. When funding permits, promote training opportunities for staff responsible for senior center operations;

2. Ensure staff attends AAA-sponsored meetings;

3. Participate in community events to promote the congregate and home-delivered meal programs;

4. Conduct community outreach to increase activities and services offered at the senior center;

5. Provide client referrals to appropriate service providers; and

6. Work in partnership with the Middle Georgia RC/AAA to plan, develop, and implement services and programs to improve the lives of older adults in Middle Georgia.
## BUDGET FUND SOURCE SUMMARY - SFY 2016

<table>
<thead>
<tr>
<th>Fund Source</th>
<th>Total Amount</th>
<th>Federal Amount</th>
<th>State Amount</th>
<th>Local Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Congregate Meals</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Title III C-1</td>
<td>$53,480</td>
<td>$45,458</td>
<td>$2,674</td>
<td>$5,348</td>
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<tr>
<td>Home Delivered Meals</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Title III C-2</td>
<td>$79,422</td>
<td>$67,509</td>
<td>$3,971</td>
<td>$7,942</td>
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<tr>
<td>Home Delivered Meals</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• NSIP State</td>
<td>$66,358</td>
<td>-0-</td>
<td>$66,358</td>
<td>-0-</td>
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<tr>
<td>Totals Funds This Contract</td>
<td>$199,260</td>
<td>$112,987</td>
<td>$73,003</td>
<td>$13,290</td>
</tr>
</tbody>
</table>

This budget is based on a planning budget from the Division of Aging Services and is subject to change based upon the RC's initial allocation for SFY 2017.
RESOLUTION

A RESOLUTION by the Council of the City of Eatonton, Georgia, to authorize the disposal of surplus property and for other purposes.

WHEREAS, the City of Eatonton has certain items of personal property which are no longer needed for public or municipal purposes; and

WHEREAS, §36-37-6 of the Official Code of Georgia authorizes a municipal governing body to dispose of unneeded personal property; and

WHEREAS, the City of Eatonton is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

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

SECTION 1:

The following personal property owned by the City of Eatonton, Georgia, is not needed for public or municipal purposes:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ford Tractor with Mottrim Side Boom Mower</td>
</tr>
<tr>
<td>1</td>
<td>Ditch Witch Trencher</td>
</tr>
<tr>
<td>1</td>
<td>1983 International Dump Truck</td>
</tr>
</tbody>
</table>

SECTION 2:

The Mayor (or his designee) is, hereby, authorized to dispose of the personal property owned by the City of Eatonton, Georgia as described above in Section 1 in a manner consistent with Georgia law.

APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 5th day of July, 2016.

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

ATTEST:

Clerk, City of Eatonton, Georgia