City of Eatonton
Council Meeting Agenda
July 3, 2017
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 James A. Gorley

3. Approval of Minutes: Attachment #1

4. Public Comments:

   Reading of Rules for Public Comments

5. Old Business:

   A. 

6. New Business:

   A. Main Street Report Attachment #6A

   B. Proposed Resolution to Apply for a Local Maintenance and Improvement Grant (LMIG) Attachment #6B

   C. Proposed Resolution Requesting Technical Assistance with the Local Update of Census Addresses (LUCA) Operation Attachment #6C

   D. Proposed Resolution to Authorize the Mayor to Sign a Letter of Engagement with David Giddens, CPA for Auditing Services Attachment #6D
E. Proposed Resolution to Issue a Call for a Referendum on a Level 1 Freeport Exemption for Fulfillment Centers Attachment #6E

F. Discussion and Possible Action to Transfer Property to the Eatonton Downtown Development Authority

7. Zoning Hearing:

8. 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
   • Environmental – Council Member Charles R. Haley
   • Community Development – Council Member Alma Stokes
   • Public Safety – Council Member James A. Gorley
   • City Administrator – Gary Sanders
   • City Attorney – Christopher D. Huskins
   • City Clerk – Sarah Abrams

9. Executive Session:

10. Motion to Adjourn:
City of Eatonton Council Meeting
Monday, June 19, 2017 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
  Councilman Charles R. Haley
  Councilman William Mangum, Jr.
  Councilwoman Alma Stokes

Elected Officials Absent:
  Councilman James A. Gorley

Staff Members Present:
  City Administrator, Gary Sanders
  City Attorney, Christopher Huskins
  City Clerk, Sarah Abrams

Mayor Walter C. Rocker, Jr. called the June 19, 2017 Council meeting to order at 7:00 PM.

Invocation was given by Councilwoman Teresa Doster.

Motion was made by Doster and seconded by Butts to approve the minutes of the last meeting which was held on June 6, 2017. Motion carried by a unanimous vote of 6-0.
Public Comments:

Reading of the Rules for Public Comments was omitted.

Old Business: None

New Business:

Discussion and Possible Action on Changing the Date of the July 4, 2017 Council Meeting (Independence Day)

Motion was made by Haley and seconded by Walker to change the Tuesday, July 4, 2017 Regular Council meeting to Monday, July 3, 2017 due to the Independence Day holiday. Motion carried by a unanimous vote of 6-0.

Proposed Resolution to Authorize the Mayor to Sign a Work Detail Agreement with the Georgia Department of Corrections for 2017-2018 Attachment #6B

Motion was made by Walker and seconded by Doster to approve the proposed Resolution and authorize the Mayor to sign a Work Detail Agreement with the Georgia Department of Corrections for SFY 2018. Also, the Mayor is authorized to sign letters and such other supporting and collateral material as shall be necessary for the proper execution and implementation of the agreement as may be required. Motion carried by a unanimous vote of 6-0.

$79,000 contract for two work details.

Proposed Resolution to Authorize the Mayor to Sign Amendment #3 to the Area Agency on Aging Contract for SYF 2017 Attachment #6C

City Administrator Sanders advised the City received notification from Middle Georgia Regional Commission that an amendment to the SYF 2017 Area Agency on Aging Contract is required to reflect adjustments made due to the Regional Commission’s current projected number of home-delivered meals to be served through June 30, 2017.

Motion was made by Stokes and seconded by Doster to approve the proposed Resolution and Authorize the Mayor to sign Contract Amendment #3 between the Middle Georgia Regional Commission Area Agency on Aging and the City of Eatonton for SYF 2017 and other supporting material as shall be necessary for the proper execution of the amendment. Motion carried by a unanimous vote of 6-0.
Budget Funds Source Summary – SFY 2017-03

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<th>State Amount</th>
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Proposed Resolution to Establish a Mileage Reimbursement Rate Attachment #6D

Motion was made by Doster and seconded by Walker to approve the proposed Resolution establishing a formal policy regarding the reimbursement of actual and necessary travel expenses, incurred and related to City of Eatonton Employees and Elected Officials, that have been authorized to use their private vehicles for travel in the course of official City business at the current standard mileage rate as published by the Internal Revenue Service (IRS). Reimbursement will be made for the actual miles traveled and reported on the City’s Travel Expense Form. Motion carried by a unanimous vote of 6-0.

Proposed Resolution to Extend a Current Level 1 Freeport Exemption

City Attorney Chris Huskins advised the Georgia Code allows for different levels of Freeport Exemptions. The County submitted a Level 1 Freeport Tax Exemption for Fulfillment Centers referendum to the voters and it approved. Haband Company, Inc. which is a fulfillment center is receiving tax exemption already which the law did not allow for under the old tax code. The State now allows for fulfillment centers to receive this tax exemption. Haband has asked to keep this their tax status until the City put this on a referendum to the voters. The Freeport referendum can be held in conjunction with the November General Election in November, 2017.

Motion was made by Haley and seconded by Doster to approve the Resolution to extend the existing Level 1 Freeport Tax Exemption utilized by Haband Company, Inc. until such time that the City can present to the electors of the City of Eatonton a referendum providing the new Freeport Tax Exemption for Fulfillment Centers. Motion carried by a unanimous vote of 6-0.
Zoning Hearing

Appeal of Eatonton Planning and Zoning Commission Decision Regarding a Side Yard Setback Variance at 409 West Marion Street by Dr. Joe Preston. Presently Zoned R-1. [Map E006, parcel 109] Attachment #7A

City Administrator Sanders advised that Dr. Joe Preston is here to appeal the decision of the Zoning Board regarding his request for a side yard setback variance at 409 W. Marion Street, Eatonton, GA.

City Administrator Sanders read the rules for Public Hearings Comments.

Mayor Rocker asked Dr. Preston to present his appeal.

Dr. Joe Preston asked Council for a side yard setback variance at 409 W. Marion Street. Presently zoned R-1. [Map E006, parcel 109] He advised requesting a 17-foot variance, which would be 3 feet from his right-side property line to construct an 8x12 storage shed. Eatonton Planning and Zoning Commission approved a 10 foot variance off the property line. He advised being unable to place the shed in the rear of the property due to a creek which floods when it rains or on the left-side of his property due to a slope which prevents the shed being place there. His neighbor Mr. Ross Martinez, at 417 W. Marion Street provided a written a letter advising having no objection to the placement of an 8x12 storage shed being placed within 3 feet off their common property line.

Dr. Preston advised he was asking Council to consider and approve his request. Also, there is an older shed on the property which is grandfathered. Council discussed removing the old shed and replacing it with the new shed. Ms. Lisa Jackson advised having to follow the current zoning guidelines in Chapter 75-62C. She also advised that there is a need for a variance, but only the 10 foot variance already approved by the Zoning Commission. She would have no basis for defending the approval of the requested 17 foot variance or for denying future requests with this precedent. Aesthetics do not meet the standard of granting variances. After much discussion, motion was made by Doster and seconded by Haley to table this request for Ms. Jackson to research questions asked about replacing the old shed. Those voting for the motion were Doster, Walker and Haley. Those opposed: Stokes, Butts, and Mangum. Motion fail due to not receiving a majority of the votes.

Mayor Rocker advised Council to table the decision to give Ms. Lisa Jackson, Director of Planning and Zonings Commission an opportunity to research the zoning issues.

After additional discussion and clarification of the previous motion, a Motion was made by Haley and seconded by Doster to table Dr. Joe Preston zoning request at 409 W. Marion Street regarding a side yard setback for a storage shed. Motion carried by a unanimous vote of 6-0.

Committee Reports
Councilman Walker expressed words of gratitude and congratulations to law enforcement officers on the hard work and outstanding job they done on assisting the Sheriff Department, and other law enforcement agencies last week when the prisoners escaped in the County.

Motion was made by Walker and seconded by Doster to pay the bills if and when the funds become available. Motion carried by a unanimous vote of 6-0.

City Administrator Gary Sanders reported:
- The GMA Annual Convention in Savannah will begin this Friday, June 23. He would be attending the convention Sunday, June 25 through Tuesday, June 27.

- Eatonton Main Street is sponsoring a Bluegrass concert this Saturday, June 24 from 4:00 pm -8:00 pm featuring the Piney Woods and the Suggins’ Brothers at the event stage at the City Center parking lot.

- City Administrator Sanders advised that the Georgia Municipal Employees Benefit System GMA Workers' Compensation Self-Insurance Fund Georgia Interlocal Risk Management Agency (GMEBS) has requested the City to appoint a proxy for the Annual Membership Meeting which will be held on Monday, June 26, 2017 in Savannah, Georgia.

Motion was made by Doster and seconded by Walker to add Appointment of GMEBS Proxy to the agenda. Motion carried by a unanimous vote of 6-0.

Motion was made by Doster and seconded by Haley to allow Mayor Rocker to sign the GMEBS Annual meeting proxy appointing Mayor Boyd Austin, Chairman as agent and proxy for the Annual Meeting to be held on Monday, June 26, 2017 in Savannah GA. Motion carried by a unanimous vote of 6-0.

City Clerk Abrams reminded Council members to file their Personal Financial Disclosure Report with her by Friday, June 30, 2017. The last day to file is Saturday, July 1, 2017.

Executive Session: acquisition and disposal of property
Motion was made by Councilman Harvey Walker, Jr.
That this Mayor and Council now enter into closed session as allowed by Chapter 14 of Title 50 of the Georgia Code and pursuant to advice by the City Attorney, for the purpose of discussing the following: acquisition and disposal of property. Motion Seconded By: Councilwoman Teresa Doster. Motion Approved.

Those voting in favor of the motion for closure: Council Members Harvey Walker, Jr, Alvin Butts, Teresa Doster, Charley R. Haley, William Mangum and Alma Stokes. Motion carried by a unanimous vote of 6-0.
Motion was made by Councilwoman Doster and seconded by Councilman Walker to return to Open Session. Motion carried by a vote of 6-0.

Motion was made by Councilman Walker and seconded by Councilwoman Teresa Doster that the following resolution be accepted and approved. Motion carried by a unanimous vote of 6-0.

Resolution by the Council of the City of Eatonton, Georgia

BE IT RESOLVED by the Eatonton City Council as follows: At the meeting held on the 19th day of June 2017, the Council entered into executive session for the purpose of discussing acquisition or disposal of property. At the close of the discussions upon this subject, the Council did vote to re-enter into open session and herewith takes the following action in open session:

(1) The actions of the Council and the discussions of the same regarding the matter set forth for closed session purposes are hereby ratified.

(2) Each member of this body does hereby confirm that to the best of his or her knowledge based upon the advice of the City Attorney, the said subject matter of the meeting and of the closed session portion was devoted to matters within the specific relevant exception(s) as set forth above.

(3) The Mayor, or the presiding officer, is hereby authorized and directed to execute an affidavit, with full support of the members of this Council, in order to comply with O.C.G.A. §50-14-4(b).

(4) The affidavit shall be included and filed with the official minutes of the meeting and shall be in a form as required by the statute, which shall be substantially as follows:

Approved this 19th day of June, 2017

Attest ________________________________

City Clerk ________________________________

Walter C. Rocker, Jr. Mayor

Open Session

In Open Session, no action was taken by Council.

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 Walker and seconded by Doster to adjourn. Motion carried by a unanimous vote of 6-0. Meeting adjourned at 8:03 PM.

______________________________
Walter C. Rocker, Jr., Mayor

ATTEST:

______________________________
Sarah E. Abrams, City Clerk
CITY OF EATONTON

Before an officer duly authorized to administer oaths appeared Mayor Walter C. Rocker, Jr., who, after being duly sworn, deposes and on oath states the following:

(1) I am competent to make this Affidavit and have personal knowledge of the matters set forth herein.

(2) Pursuant to my duties as Mayor, I was the presiding officer of a meeting of the Eatonton City Council held on the 19th day of June, 2017. A portion of said meeting was closed to the public.

(3) It is my understanding that O.C.G.A. § 50-14-4(b) provides as follows:

When any meeting of an agency is closed to the public pursuant to subsection (a) of this Code section, the person presiding over such meeting or, if the agency’s policy so provides, each member of the governing body of the agency attending such meeting, shall execute and file with the official minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting or the closed portion thereof was devoted to matters within the exceptions provided by law and identifying the specific relevant exceptions.

(4) The subject matter of said meeting, or the closed portion thereof, was devoted to matters within exceptions to public disclosure provided by law. Those specific relevant exceptions are identified as follows: Meeting to discuss or vote to authorize negotiation to purchase, dispose of or lease property as provided in Georgia Code section 50-14-3(b)(1)(B).

This affidavit is executed for the purpose of complying with the mandate of O.C.G.A. §50-14-4(b) and; is to be filed with the official minutes for the aforementioned meeting.

This 19th day of June 2017

Mayor Walter C. Rocker, Jr.

Sworn to and subscribed before me

This _____ day of __________, _____

Notary Public

Seal
Eatonton Main Street

Revitalizing Our Downtown

P.O. Box 4384 Eatonton, GA 31024 706.749.9150
A 501-c-3 Non-Profit Corp. Designated by the Georgia Dept. of Community Affairs for the City & County

Main Street Report for City Council Meeting Monday July 3 2017 - June Recap

Organization

Main Street Board is still looking for applicants to the board.

Promotion

The Ronnie Pittman concert in the Eatonton Cotton Warehouse attracted 150 to 200 attendees.

The Bluegrass Concert was cancelled due to inclement weather and has now been rescheduled to July 22.

United States and Armed Forces Service Flags will be taken down after the July 4th holiday.

Design

Shannon Minchey has asked for a facade grant application for an awning.

Mark Smith currently has a facade grant application.

Economic Vitality

Downtown Eatonton continues to attract interest in bringing merchants into the Downtown. However, buildings like Moore LP Gas (107 N. Jefferson Avenue), China Chef (104 N. Jefferson Avenue) Communicomm/Charter Building (104 E. Marion St) and 112 W. Marion Street prevent a vibrant Downtown from putting down roots and taking hold and are off-putting for new businesses due to the buildings not being compliant with building codes/planning and zoning regulations. (Sec. 14-31. Adoption by Reference. Georgia Uniform Codes Act, O.C.G.A. § 8-2-25, 14-68. - Complaint in rem in municipal court; procedure; lien; appeal and Sec. 75-343 District Requirements (e))

Both 112 W. Marion Street and 106 N. Jefferson Avenue are both being used as storage facilities by the building owner which is incompatible with the zoning code. Sec. 75-342. - Uses allowed.

Spicy Southern Bistro closed on Thursday June 1.

The Pex Theater which holds The Country Kitchen had its marquee badly damaged by heavy rain. The restaurant remains open with people entering from the back entrance.

Southern Delight Cafeteria is open at 104 Oconee Street from 11:00am to 3pm and then 4pm to 8pm. They are closed Monday, and half day Tuesday, Wednesday and Sunday.

Eatonton Main Street Director is in contact with Lori Jackson of Tischco regarding a ribbon cutting and engagement with downtown merchants.

Summary

Eatonton Main Street partnering with the Putnam County Charter School System, UGA's Willson Center for Humanities and Arts, the Georgia Writers Museum and the Butler-Baker Alumni Project, Inc. are working together for a public local history event. The event will be funded by a small grant from the National Endowment for the Humanities.

There will be an information afternoon on Saturday August 26, between 2 and 4pm at the Georgia Writers Museum. The recording of Putnam County residents oral histories, is currently scheduled for the Briar Patch Arts and Crafts Festival on September 30 and the Butler Baker Alumni October Fest. (The Alumni are working on a date)
RESOLUTION

A RESOLUTION by the City Council of the City of Eatonton, Georgia, to apply for a Local Maintenance and Improvement Grant (LMIG) from the Georgia Department of Transportation and for other purposes.

WHEREAS, the Mayor and Council of the City of Eatonton, Georgia, have found the Local Maintenance and Improvement Grant (LMIG) from the Georgia Department of Transportation to be a necessary and desirable funding option in order to maintain non-state route streets in Eatonton, Georgia; and

WHEREAS, the Department of Transportation offers these grants to communities throughout Georgia; and

WHEREAS, the City of Eatonton desires to continue to maintain the streets inside the City of Eatonton; and

WHEREAS, the City of Eatonton has identified a list of priorities for the LMIG funding on Godfrey Road, Madelyn Avenue, Dickey Drive, Town Creek Road, and Sam’s Way.

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 SIGN LETTERS, APPLICATIONS AND SUCH SUPPORTING AND COLLATERAL MATERIAL AS SHALL BE NECESSARY FOR THE PROPER APPLICATION AND ADMINISTRATION OF THE 2018 LOCAL MAINTENANCE AND IMPROVEMENT GRANT (LMIG) FROM THE GEORGIA DEPARTMENT OF TRANSPORTATION.

APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 3rd day of July, 2017.

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

ATTEST:

Clerk, City of Eatonton, Georgia
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<th>ENDING</th>
<th>LENGTH (Miles)</th>
<th>DESCRIPTION OF WORK</th>
<th>PROJECT COST</th>
<th>PROJECT LET DATE</th>
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<td>Sam's Way</td>
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<td><strong>$134,573.00</strong></td>
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RESOLUTION

A RESOLUTION by the Council of the City of Eatonton, Georgia, requesting technical assistance with the Local Update of Census Addresses (LUCA) Operation from the Middle Georgia Regional Commission and for other purposes.

WHEREAS, the Local Update of Census Addresses (LUCA) operation provides local governments the opportunity to review and comment on the U.S. Census Bureau’s residential address list for their jurisdictions prior to the decennial census; and

WHEREAS, the Census Bureau relies on a complete and accurate address list to reach every living quarters and associated population for inclusion in the census; and

WHEREAS, the City of Eatonton desires to help ensure an accurate census count of City residents by participating in the LUCA program; and

WHEREAS, the Middle Georgia Regional Commission has offered assistance with the program to member cities of the Middle Georgia Region.

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

THE MAYOR OF THE CITY OF EATONTON IS HEREBY AUTHORIZED TO REQUEST TECHNICAL ASSISTANCE FROM THE MIDDLE GEORGIA REGIONAL COMMISSION WITH THE LOCAL UPDATE OF CENSUS ADDRESSES (LUCA) OPERATION.

APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 3rd day of July, 2017.

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

ATTEST:

Clerk, City of Eatonton, Georgia
2020 Census Local Update of Census Addresses Operation (LUCA) Information Guide

Issued December 2016
D-2101

What Is LUCA?

The Local Update of Census Addresses Operation (LUCA) is a voluntary decennial census operation. LUCA is the only opportunity prior to the 2020 Census for tribal, state, and local governments (including the District of Columbia and Puerto Rico) to review and update the U.S. Census Bureau’s residential address list for their jurisdiction. The Census Bureau relies on a complete and accurate address list to reach every living quarters and associated population for inclusion in the census. The Census Address List Improvement Act of 1994 (Public Law 103-430) authorizes LUCA.

Active, functioning, legal governments are eligible to participate in LUCA, including:

- Federally recognized tribes with a reservation and/or off reservation trust lands.
- States.
- Counties.
- Cities (incorporated places).
- Townships (minor civil divisions).

If your government lacks the resources to participate in LUCA, you can arrange for a higher level of government, such as a county; or an organization, such as a regional planning agency or council of governments, to conduct your address review.

What Is New for LUCA?

- Pre-LUCA activities, such as the on-going Geographic Support System (GSS) Partnership Program, provide more opportunities to submit address information and receive non-Title 13 feedback.

- New streamlined participation through the full address list review.

- Online viewing availability for the Census Bureau housing unit counts by census block for your jurisdiction starting in January 2017.

- Ease of use with standard data formats for viewing the Census Bureau’s digital address list (Excel [.xlsx] and Comma Delimited Text [.csv]).

- Availability of the Census Bureau Geographic Update Partnership Software, a self-contained Geographic Information System (GIS) tool.

- Access to comprehensive data that include residential structure latitude/longitude coordinates and ungeoencoded census residential addresses.

- Digital participants may submit residential structure coordinates as part of their address updates.

Why Participate in LUCA?

The accuracy and completeness of the address list is critical to the accuracy and completeness of the decennial census. Participating in LUCA can help ensure an accurate census for your community.

Although the primary purpose of the decennial census is to apportion seats in the U.S. House of Representatives, census data are used to:

- Distribute federal funds for over 1,000 programs administered by 26 federal agencies to tribal, state, and local governments.

- Provide statistical support for grant applications that fund community and regional development, education, agriculture, energy, and environmental programs, as well as other needed community improvements and enhancements.

- Help your community plan for future needs.
RESOLUTION

A RESOLUTION by the Council of the City of Eatonton, Georgia, to authorize the Mayor to sign a letter of engagement with David Giddens, CPA for auditing services and for other purposes.

WHEREAS, the City of Eatonton is a political subdivision of the State of Georgia and raises revenue as authorized by the General Assembly and the State constitution to provide an array of services; and

WHEREAS, Georgia law requires that the City of Eatonton’s finances be audited on an annual basis by an independent auditor; and

WHEREAS, the annual audit serves as the essential mechanism of accountability and transparency to the citizens of the City of Eatonton; and

WHEREAS, the City of Eatonton desires to maintain compliance with state laws and regulations regarding the conduct of an annual audit.

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


APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 3rd day of July, 2017.

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

ATTEST:

Clerk, City of Eatonton, Georgia
RESOLUTION

A RESOLUTION by the Board of Council of the City of Eatonton, Georgia, to issue a call for a referendum on a Level 1 Freeport Exemption for Fulfillment Centers in the City of Eatonton and for other purposes.

WHEREAS, the Board of Council of the City of Eatonton, Georgia, under the Constitution and laws of the State of Georgia may enact a Level 1 Freeport Exemption on taxation of stock in trade located within fulfillment centers within the City; and

WHEREAS, the Board of Council of the City of Eatonton, Georgia, may direct the Municipal Election Superintendent to call a referendum to be included on the ballot of the 2017 Municipal General Election pursuant to O.C.G.A. §48-5-48.2 for voters to consider a Level 1 Freeport Exemption for fulfillment centers within the City of Eatonton; and

WHEREAS, the Board of Council of the City of Eatonton, Georgia desires to call for such referendum.

NOW, THEREFORE, the Board of Council of the City of Eatonton, Georgia hereby resolves to notify the Election Superintendent to issue a call for a referendum to be held in conjunction with the 2017 Municipal General Election as follows:

“( ) Yes ( ) No

“Shall the City of Eatonton be authorized to enact a Level 1 Freeport Exemption to exempt from City ad valorem property tax goods, wares, and merchandise held by one in the business of making sales of such goods when such goods are held or stored at a business which is used to pack, ship, store, or otherwise process tangible personal property sold by electronic, Internet, telephonic, or other remote means provided that such a business location does not allow customers to purchase or receive goods onsite?”

APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 3rd day of July, 2017.

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

ATTEST:

Clerk, City of Eatonton, Georgia