City of Eatonton
Council Meeting Agenda
January 22, 2019
The Hut
400A W. Marion Street
Eatonton, Georgia 31024
(706) 485-3311

SPECIAL RECOGNITION OF THE LIFE AND SERVICE OF ASSISTANT FIRE CHIEF ANDY HARRIS BY THE EATONTON FIRE DEPARTMENT

1. Call to Order: 7:00 PM
2. Invocation: Councilman Alvin Butts
3. Approval of Agenda
4. Approval of Minutes Attachment #1
   Council Meeting – January 2, 2019
5. Public Comments
   Reading of Rules for Public Comments
6. Old Business:
   A. None.
7. New Business:
   A. Main Street Report Attachment #7A
   B. Proposed Resolution to Ratify the Action of the Mayor in Signing the Middle Georgia Regional Commission 2019 Council Appointment Form Attachment #7B
   C. Discussion and Possible Action on Georgia Cities Week Attachment #7C
D. Request for Retail Package Sales of Beer and Wine License by Bilal Munawar, Iman 481, Inc. d/b/a Rana's Travel Center located at 100 Sara Lee Drive, Eatonton, GA Attachment #7D

E. Historic Preservation – Request by Erin M. Keating for a Certificate of Appropriateness at 200 N. Madison Avenue Attachment #7E

8. Zoning:
   A. None.

9. 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 – Ms. Maria S. Jiménez

10. Executive Session

11. Motion to Adjourn
City of Eatonton Council Meeting  
January 2, 2019  
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.
   Councilwoman Teresa Doster
   Councilman James A. Gorley
   Councilman Charles R. Haley
   Councilman William (Bill) Mangum, Jr.
   Councilwoman Janie B. Reid

Elected Officials Absent:
   Councilman Alvin Butts

Staff Members Present:
   City Administrator, Gary Sanders
   City Attorney, Christopher Huskins
   City Clerk, Maria S. Jimenez
   Main Street Director, Andrew Simpson

Staff Members Absent:
   None.

Mayor Walter C. Rocker, Jr. called the January 2, 2019 Council meeting to order at 7:00 PM.

Invocation was given by Councilwoman Janie B. Reid.

Motion was made by Councilwoman Doster and seconded by Councilman Gorley to approve the agenda. Motion carried by a unanimous vote of 6-0.

Motion was made by Councilwoman Reid and seconded by Councilman Mangum to approve the minutes from the December 17, 2018 Council meeting as presented. Motion carried by a vote of 4-0. Councilwoman Doster and Councilman Gorley abstained because they did not attend the meeting.
Public Comments: None.

Reading of the Rules for Public Comments: Omitted.

Old Business:

Discussion and Possible Action on Changing the Venue of the January 21, 2019 Council Meeting

Mr. Sanders stated that the date of the January 21, 2019 Council meeting was changed to January 22, 2019 due to the Martin Luther King Jr. Day holiday at Council’s last meeting. Since then, a scheduling conflict has arisen for the use of the Commissioners’ Meeting Room and the venue of the meeting will also need to be changed.

Motion was made by Councilman Haley and seconded by Councilman Mangum to change the venue of the January 22, 2019 Council meeting to the Hut. Motion carried by a unanimous vote of 6-0.

New Business:

Proposed Resolution to Issue a Call for a Referendum on a Level 1 Freeport Exemption for Fulfillment Centers in the City of Eatonton Attachment #7A

Mr. Sanders stated that due to changes in Georgia law, the City was required to submit to voters a referendum to continue a Level 1 Freeport Exemption for Fulfillment Centers in the City of Eatonton. The initial referendum did not pass in November 2017. The City committed to submitting the referendum to voters again in November 2019.

Motion was made by Mayor Pro-Tem Walker and seconded by Councilwoman Doster to approve the Proposed Resolution calling for a referendum on a Level 1 Freeport Exemption for Fulfillment Centers in the City of Eatonton and to authorize the Mayor to sign. Motion carried by a unanimous vote of 6-0.

Proposed Resolution to Adopt the Putnam County Service Delivery Strategy Attachment #7B

Ms. Kimberly Lowe, Government Services Specialist with the Middle Georgia Regional Commission, informed Council that an updated Service Delivery Strategy must be approved following the latest update to the Comprehensive Plan. The City is currently under an extension until February 28, 2019, but the Department of Community Affairs requires at least 30 days to review strategy updates. Ms. Lowe stated that there is one revision to the Service Delivery Strategy agreement as presented tonight; Box 3 of Form 2 for Natural Gas will be updated to add SPLOST as a funding method.

Motion was made by Councilwoman Doster and seconded by Mayor Pro-Tem Walker to approve the Proposed Resolution adopting the Putnam County Service Delivery Strategy, including the addition of SPLOST as a funding method in Box 3 of Form 2 for Natural Gas, and to authorize the Mayor to sign.
Councilwoman Reid inquired about the timing of including broadband in the Service Delivery Strategy agreement and the Comprehensive Plan.

Motion carried by a unanimous vote of 6-0.

Zoning: None.

Committee Reports:

Mayor Pro-Tem Walker wished everyone a Happy New Year and said he is looking forward to the upcoming year.

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

Councilwoman Doster informed Council that the date of this month’s DDA meeting may change.

Councilwoman Reid discussed the current availability of a broadband grant.

Councilwoman Reid invited Council to attend the MLK Unity Breakfast on Saturday, January 19 at the Primary School and the MLK Day March and Service on Monday, January 21.

Councilman Haley informed Council that he attended the swearing-in ceremony of County elected officials and believes it will be a good group of people to work with in the future.

Councilman Haley suggested that the Mayor appoint members to a joint City/County Committee to evaluate next steps for local broadband access and expansion.

Mr. Sanders informed Council that the City has three active Requests for Proposals: 1) Engineering Services for a CDBG project (bid opening on January 22 at 4PM); 2) Fire Tanker Truck (bid opening on February 4 at 4PM); and 3) Repairs to the Plaza Arts Center (bid opening on February 4 at 11AM).

Mr. Sanders and Chief Lawrence will be conducting interviews for the Code Enforcement Officer/City Marshal position on Monday, January 7 and Tuesday, January 8.

A representative from the Fox Theatre Institute will conduct a site visit at the Plaza on Thursday, January 10 at 2:30 PM regarding the recent grant award.

City staff will hold the Church Street CDBG project closeout hearing on Thursday, January 17 at 1:00 PM at City Hall.

City Hall will be closed on Monday, January 21 for the MLK Jr. Day holiday.
Executive Session: None.

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 Councilwoman Doster to adjourn. Motion carried by a unanimous vote of 6-0. Meeting adjourned at 7:17 PM.

ATTEST:

_________________________
Walter C. Rocker, Jr., Mayor

_________________________
María S. Jimenez, City Clerk
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 January 22, 2019 - December Recap

Organization

Main Street Director/Project Manager worked on the Annual Assessment of Accreditation.

Promotions

The Christmas Parade was canceled due to the weather.

The South Pole Express Trolley Ride was a great success. Requests were made to expand in 2019.

Design

Main Street Director/Project Manager confirmed with Lyn Romine only one Façade Grant application had been received and that was from Maggie Lane.

Economic Vitality

The Listening Ear Counseling Center at 115 South Jefferson Avenue held its Grand Opening.

Rahul Patel the Papa Johns Franchise Owner is in regular contact with Main Street Director/Project Manager.

Eatonton Antiques confirmed it would remain open until the end of January 2019. They will provide an update of their future towards the end of January.

Street Studios has extended their lease for another 6 months.

Summary

The South Pole Express Trolley Ride was a welcome addition to the Christmas in the Briar Patch and brought people both inside and outside Eatonton and Putnam County to the Downtown area. It also provided the opportunity to highlight the residential and business decorating event, that had been brought back, on the suggestion of Councilor Reid during her time on the organization board. The added option to partner with the Dot 2 Dot Inn for afternoon tea and having Santa and Mrs. Claus at the Eatonton Putnam Library provided extra dimensions to the Trolley Ride.

December marked the end of a transitional year as far as the Downtown is concerned. 2019 may bring movement as far as merchants and potential business opportunities to Eatonton.

Main Street Director/Project Manager is also focused on building partnerships with several established cultural events both inside and outside the immediate Downtown in 2019.
RESOLUTION

A RESOLUTION by the Council of the City of Eatonton, Georgia to ratify the action of the Mayor in signing the Middle Georgia Regional Commission 2019 Council Appointment Form and for other purposes.

WHEREAS, the Middle Georgia Regional Commission is governed by a council that consists of three appointed voting members and two appointed non-voting members from each county within the region; and

WHEREAS, the City of Eatonton is a member of the Middle Georgia Regional Commission and is entitled to appoint the Mayor or Councilperson to serve on such council and may offer an appointment for one associate member (non-voting); and

WHEREAS, the City of Eatonton desires to continue its participation and voting privileges on the Middle Georgia Regional Commission Council.

WHEREAS, the Mayor of the City of Eatonton determined the deadline for the 2019 Council Appointment Form to be such that immediate action was necessary.

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

THE ACTION OF THE MAYOR IN SIGNING THE MIDDLE GEORGIA REGIONAL COMMISSION 2019 COUNCIL APPOINTMENT FORM NAMING THE MAYOR AS THE MUNICIPAL MEMBER (VOTING) AND THE CITY ADMINISTRATOR AS AN ASSOCIATE (NON-VOTING) MEMBER IS HEREBY RATIFIED.

APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 22nd day of January, 2019.

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

ATTEST:

Clerk, City of Eatonton, Georgia
MIDDLE GEORGIA REGIONAL COMMISSION
2019 COUNCIL APPOINTMENT FORM
Putnam County, Georgia

1. COUNTY MEMBER is chairperson of the Board, sole commissioner or designee.

   Name:  Billy Webster
   Title:  Chairman
   Representing Local Government:  Putnam County
   Address:  117 Putnam Drive, Eatonton, GA 31024
   Phone Number:  706-485-5826
   Email:  bwebster@putnamcountyga.us

2. MUNICIPAL MEMBER is a Mayor or Councilmember and is selected by the municipalities located within the County.

   Name:  Walter C. Rocker, Jr.
   Title:  Mayor
   Representing Local Government:  City of Eatonton
   Address:  P.O. Box 3820, Eatonton, GA 31024
   Phone Number:  706-485-3311
   Email:  wrocker.1r@gmail.com

3. NON-PUBLIC (VOTING) MEMBER is a resident of the County and cannot be an elected official.

   Name:  
   Address:  
   Phone Number:  
   Email:  
   Resident of Appointing County (Yes / No):  

4. Two (2) ASSOCIATE (NON-VOTING) MEMBERS must be residents of the County and may be elected or non-elected.

   Name:  Gary Sanders
   Address:  P.O. Box 3820, Eatonton, GA 31024
   Phone Number:  706-485-3311
   Email:  gsanders@eatontonga.us
   Resident of Appointing County (Yes / No):  Yes
Name: __________________________
Address: ________________________
Phone Number: ____________________
Email: ____________________________
Resident of Appointing County (Yes / No): _____

ATTEST: __________________________
        Commission Chairman

ATTEST: __________________________
        Municipal Representative
MEMORANDUM

December 18, 2018

TO: Mayors and Council Members
    C/O City Managers and City Clerks

FROM: Union City Mayor Vince Williams, Chair, Georgia Cities Week

SUBJECT: Georgia Cities Week, April 21-27

The Georgia Municipal Association is pleased to again sponsor Georgia Cities Week April 21-27, 2019 The theme of this state-wide event is "Georgia’s Cities True Colors."

Georgia Cities Week is an opportunity to showcase and celebrate cities and the services they provide. Many cities already sponsor some of the suggested Georgia Cities Week activities; it is our hope that by all cities celebrating at the same time, we can draw public attention to the positive influence cities have on the quality of life in their communities.

Last year, we had more than 100 cities participating in this event and the feedback we received was overwhelmingly positive. In order to make this week a success again, we need as much participation as possible. Activities range from the very simple – such as signing a resolution – to the more complex. Each city that signs up will receive a comprehensive Resource Kit that includes suggested activities, planning tips, helpful handouts and other valuable information to make planning easier.

Enclosed is a form to indicate that your city will participate in Georgia Cities Week; I hope all of you will fill it out and return it promptly! Even if you have participated in the past, please take the time to send in this form so we can update our records. A Resource Kit will be emailed to your contact person in January so you may begin planning your events.

The good works of city government often go overlooked. I hope you will participate in Georgia Cities Week and help educate and inform the public as to the value of our municipalities!
Yes, my city will be participating! Please send a Resource Kit to:

Contact Name: 

Title: 

City: 

Address: 

Phone Number: (___) 

Fax Number: (___) 

Email Address: 

Please complete this form* and return it to:

Georgia Municipal Association  
ATTN: Georgia Cities Week  
PO Box 105377  
Atlanta, GA 30348  
Or  
Fax: 678-686-6398  
Email: fevans@gmanet.com

*Even if your city has participated in the past, please take a moment to fill out this form and return it so we may update our records. Thank you!
APPLICATION FOR BUSINESS OR PROFESSIONAL OCCUPATIONAL CERTIFICATE

FOR THE YEAR 2019

Food / Food Service:
- Product & Gas Station $50
- Retail Sales - Grocery Store - Medium $15
- Retail Sales - Gasoline Drive In Station $5
- Entertainment - Game Machines $50
- Commercial / Misc Service - Laundry

RATE: $50

1. Issam HAO, Inc. 1261 Park's Travel Center
   NAME OF BUSINESS

2. Bilal Muhammad CEO / CFO
   NAME OF PARTNER OR OFFICERS OF FIRM

3a. 100 Saco Ave Dr, Eatonton, GA 31024
    MAILING ADDRESS

4a. 100 Saco Ave Dr, Eatonton, GA 31024
    BUSINESS LOCATION

5. RATE: $50

6. CHANDRA SHEIKHER SANG
   NAME OF PREVIOUS OWNER, IF OWNERSHIP HAS CHANGED

7. CONTRACTOR'S PROFESSIONAL CARD NUMBER

8. 604-690-8060
   SALES TAX I.D. NUMBER

I (We) do hereby certify that the information for my business or profession as reported herein is true and correct and that I am familiar with the city ordinance providing for penalties and revocation of my (our) certificate for making false or fraudulent statements in this application. I (We) have read and understand Section 18.39 of the Occupational Tax Ordinance as shown on reverse side.

(Signed) ________________________________
(Signature of Applicant) ________________________________
Date: 12/26/16
RESOLUTION

A RESOLUTION by the Council of the City of Eatonton, Georgia, to approve a certificate of appropriateness for a change to the property at 200 North Madison Avenue and for other purposes.

WHEREAS, the City of Eatonton seeks to foster historic preservation in the City; and

WHEREAS, the City of Eatonton activated its Historic Preservation Commission in 2009 for the purpose of advising the City on historic preservation matters within the designated Historic Preservation District; and

WHEREAS, Ms. Erin Keating is seeking a certificate of appropriateness for certain changes at 200 North Madison Avenue, which lies within the Historic Preservation District; and

WHEREAS, the Historic Preservation Commission has determined that the proposed changes will not have adverse effects on the historic character of the Historic Preservation District and has recommended that such certificate of appropriateness be approved by the Council of the City of Eatonton.

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

THE CERTIFICATE OF APPROPRIATENESS APPLIED FOR BY MS. ERIN KEATING FOR THE SPECIFIED CHANGES AT 200 NORTH MADISON AVENUE IS HEREBY APPROVED.

APPROVED AND ADOPTED by the Council of the City of Eatonton, Georgia on this 22nd day of January, 2019.

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

ATTEST:

Clerk, City of Eatonton, Georgia
1/16/2019

The Eatonton Preservation Commission met on 1/14/2019 and reviewed an application from Erin Keating for a change to the property at 200 N Madison Ave.

The change (see attached) was to install steel railings to the front steps for safety.

The HPC recommend APPROVAL of this change as submitted and asked that the railings be painted a dark color to minimize their appearance.

Submitted by Shelagh Fagan on behalf of the Eatonton Historic Preservation Commission.

[Signature]
Application for a Certificate of Appropriateness (COA)
to the City of Eatonton Historic Preservation Commission and City Council.

Property Address/Description: 200 N Madison Ave; large yellow Victorian.

Property Owner: Erin M. Keating
Note: if applicant is not the owner, written permission from the owner & the owners contact information must be provided.

Applicant/Agent Name: Erin M. Keating
Telephone: 860.287.0541

Mailing Address: 200 N Madison Ave, Eatonton, GA 31024

Brief Project Description: adding simple iron hand railings to front steps for safety.

Projected Start Date: as soon as approval received

Type of Project (check all that apply):
Construction
☐ New building   ☐ Addition to building   ☒ MAJOR exterior change
☐ Major building restoration, rehabilitation, or remodeling

Site Changes
☐ Parking area(s), driveway(s), or walkways
☐ Fence(s), or wall(s), ☐ Sign   ☐ Mechanical systems
☐ Non-temporary site feature(s) (e.g. satellite dishes, pools, lighting, arbors, gazebos etc)

Demolition or Relocation
☐ Primary building   ☐ Outbuilding   ☐ Site feature

Applicant Signature: ...........................................

Please see page 2 of application for additional data

OFFICE USE ONLY: Map/Lot #..............................
HPC: Meeting Date.................................
City Council: Meeting Date.......................
**IMPORTANT NOTE:** Work must be completed as presented and approved.

If modifications or amendments become necessary, such changes must be presented to and approved by City Council (via an HPC meeting) prior to beginning work on any aspect of said modification or amendment.

**DESIGN GUIDELINES**

The HPC uses the Secretary of Interior's Standards and the Eatonton Historic Preservation Guidelines to make informed recommendations. Copies of the latter are available at City Hall or Planning and Development.

<table>
<thead>
<tr>
<th>REQUIRED MATERIALS for COA</th>
<th>PROJECT AND MATERIALS DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minor Exterior Changes</strong></td>
<td></td>
</tr>
<tr>
<td>• Description of project</td>
<td>Description of project: add two simple iron handrails on the front steps for safety. They will be added to the inside of the brick work on the front steps (see red lines for placement) and anchored into the concrete stairs. Once installed they will be painted white to match the woodwork and trim of the front porch.</td>
</tr>
<tr>
<td>• Description of materials</td>
<td>Description of materials: see <a href="https://www.etsy.com/listing/572129216/steel-stair-railing-handrail-3-to-5-foot">https://www.etsy.com/listing/572129216/steel-stair-railing-handrail-3-to-5-foot</a> for the railings.</td>
</tr>
<tr>
<td>• Photographs of existing building</td>
<td>Photographs:</td>
</tr>
</tbody>
</table>

**REQUEST FOR PHOTOGRAPHS**

As part of the application, I hereby grant access to the City of Eatonton Historic Preservation Commission and other agents to take photographs (exterior only), if needed.

Signature

Date: 12/12/18

See [www.eatontonhpc.com](http://www.eatontonhpc.com) for additional information.