



**CALL TO ORDER:** Mayor Burke  
**PLEDGE OF ALLEGIANCE:** All  
**INVOCATION:** Mayor Burke

1. **ROLL CALL**

2. **APPROVAL OF MEETING AGENDA:**

To add or remove items from the Agenda:

3. **CONSENT AGENDA:**

1. Approval of the August 13, 2013 Regular Meeting Minutes.
2. Approval of Hecht Walker invoice #5729 dated August 6, 2013 for period July 1, 2013 to August 5, 2013 in the amount of \$4,846.38.

4. **REPORTS AND PRESENTATIONS:**

1. Presentation of a 25 year service pin to Essie West.
2. Presentation of 5 year pins to Fire Fighters Kevin Pace and Brian Quillian by Fire Chief Mark Herendeen.
3. Recognition of the retirement of Reserve Sergeant Charlie Slater by Police Chief Leighty.
4. Announcement by Chief Leighty on Fire arms safety class scheduled for September 9, 2013 from 7:00 to 8:00 pm.
5. Presentation of a Proclamation by Mayor JB Burke on the 2013 National Payroll Week to Darlene Moses with the Atlanta Chapter of the American Payroll Association.
6. Financial Update – Dan Defnall

5. **FIRST PRESENTATION:** *(No discussion or votes on First Presentation Items)*

1. An Ordinance to Amend Article IX (Schedule of District Regulations) of the 1986 Zoning Ordinance of the City of Morrow, Georgia; To provide for Codification; To repeal conflicting Provisions in Article IX; To provide an Effective Date; and for other purposes.

6. **PUBLIC COMMENT – AGENDA ITEMS:**

*Public comment during this part of the meeting is limited only to discussion of items which will appear on tonight's Agenda for action or vote by the Mayor and Council. Please fill out a comment card on any agenda item(s) you wish to make comment and turn it into the City Clerk as you come up to speak. Comment cards and pens are available at the back of the Council Chambers for your use.*

7. **OLD BUSINESS:**

1. Approval of a Resolution of the Mayor and Council of the City of Morrow to Certify the Public Hearing on the Draft Documents of the Short Term Work Program Update and to Authorize Submittal of the Draft Document to the Atlanta Regional Commission and the Georgia Department of Community Affairs. **This item postponed from the August 13, 2013 council meeting.** *(Presented by Brecca Johnson, Senior Planner)*

8. **NEW BUSINESS:**

1. Approval of a Resolution to lift the moratorium on the issuance of occupational tax certificates to Pain Management Clinics; To repeal Conflicting Laws and Resolutions; To provide for Severability; and for other purposes. *(Presented by Jeff Eady, City Manager)*
2. Approval of an amended Social Media Policy for the City of Morrow, originally adopted July 9, 2013. *(Presented by Jeff Eady, City Manager)*
3. Approval of Film Permit Guidelines and Application for the City of Morrow. *(Presented by Jeff Eady, City Manager)*

9. **GENERAL COMMENTS:**

*General comments are for any items or submit that did not appear on tonight's agenda. Please fill out a comment card on any general items(s) you wish to make comment and turn it into the City Clerk as you come up to speak. Comment cards and pens are available at the back of the Council Chambers for your use.*

10. **ADJOURNMENT:**

**AN ORDINANCE TO AMEND ARTICLE IX OF THE 1986 ZONING ORDINANCE OF THE CITY OF MORROW, GEORGIA; TO PROVIDE FOR CODIFICATION; TO REPEAL CONFLICTING PROVISIONS IN ARTICLE IX; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES**

**WHEREAS**, the City of Morrow (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia and is authorized to regulate land use and planning of properties within the city limits of the municipality;

**WHEREAS**, churches and other places of worship are currently not permitted uses within the General Business (BG) zoning district of the City of Morrow.

**WHEREAS**, restaurants are a permitted use within the General Business (BG) zoning district of the City of Morrow.

**WHEREAS**, the business operation of many restaurants within the General Business (BG) zoning district include the sale of distilled spirits pursuant to valid permits issued by the State of Georgia.

**WHEREAS**, Georgia statute O.C.G.A. § 3-3-21 (a)(A) imposes a distance requirement of one-hundred (100) yards between any church building and any establishment selling distilled spirits.

**WHEREAS**, the City desires to adopt an amendment consistent with the distance restriction imposed by the Legislature of the State of Georgia, so as to allow for churches, synagogues, chapels and other places of religious worship and instruction as a permitted use in the General Business (“BG”) zoning district of the City of Morrow.

**NOW THEREFORE, THE COUNCIL OF THE CITY OF MORROW, GEORGIA HEREBY ORDAINS**

**SECTION 1.** Code Section Amended. Article IX, Section 902 of the 1986 Zoning Ordinance of the City of Morrow, Georgia, is hereby amended to include the following language to the provision allowing as a conditional use in all residential zoning districts of the City, churches, synagogues, chapels, and other places of religious worship and instruction; “No church, synagogue, chapel, or other place of religious worship and instruction shall be located within 100 yards (or 300 feet) of any establishment that sells or offers to sell any distilled spirits in accordance with the licensure and permitting requirements of the State of Georgia and the City of Morrow, Georgia.”

**SECTION 2.** Code Section Amended. Article IX, Section 910 of the 1986 Zoning Ordinance of the City of Morrow Georgia, is hereby amended to include as a permitted use in the General Business (“BG”) zoning district of the City, “Churches, synagogues, chapels, or other places of

religious worship and instruction, provided that such place of religious worship and instruction is located more than 100 yards (300 feet) from any establishment that sells or offers to sell any distilled spirits in accordance with the licensure and permitting requirements of the State of Georgia and the City of Morrow, Georgia.”

**SECTION 3.** Code Section Amended. Article IX, Section 914 of the 1986 Zoning Ordinance of the City of Morrow Georgia, is hereby amended to include the following language to the provision allowing as a conditional use in the Agricultural (“AG”) zoning district of the City, churches and other places of worship with attendant educational-recreational buildings, “No church, synagogue, chapel, or other place of religious worship and instruction shall be located within 100 yards (or 300 feet) of any establishment that sells or offers to sell any distilled spirits in accordance with the licensure and permitting requirements of the State of Georgia and the City of Morrow, Georgia.”

**SECTION 4.** Code Section Amended. Article IX, Section 917 of the 1986 Zoning Ordinance of the City of Morrow Georgia, is hereby amended to include the following language to the provision allowing as a permitted use in the Public/Institutional zoning district of the City, churches, synagogues and other places of religious worship, “No church, synagogue, or other place of religious worship shall be located within 100 yards (or 300 feet) of any establishment that sells or offers to sell any distilled spirits in accordance with the licensure and permitting requirements of the State of Georgia and the City of Morrow, Georgia.”

**SECTION 5.** Codification. This ordinance shall be codified in a manner consistent with the laws of the State of Georgia.

**SECTION 6.** Severability. If any section, paragraph, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional for any reason by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance, which such portions shall remain in full force and effect.

**SECTION 7.** Repeal of Conflicting Provision. Except as otherwise provided herein, all ordinances or parts of ordinances of the City of Morrow, Georgia, in conflict with this ordinance are hereby repealed.

**SECTION 8.** This ordinance shall take effect immediately.

**SO ORDAINED, this \_\_\_\_\_ day of AUGUST, 2013.**

\_\_\_\_\_  
JB Burke, Mayor

Attest:

\_\_\_\_\_  
Evyonne Browning, City Clerk  
(Seal)

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF MORROW TO CERTIFY THE PUBLIC HEARING ON THE DRAFT DOCUMENTS OF THE SHORT TERM WORKPROGRAM UPDATE AND TO AUTHORIZE SUBMITTAL OF THE DRAFT DOCUMENT TO THE ATLANTA REGIONAL COMMISSION AND THE GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS.**

**WHEREAS:** The 1989 Georgia General Assembly enacted House Bill 215, the Georgia Planning Act, requiring all local Governments to prepare a Comprehensive Plan in accordance with the Minimum Planning Standards and Procedures promulgated by the Georgia Department of Community Affairs; and

**WHEREAS:** The 20 Year Comprehensive Plan Update for 2009 for the City of Morrow was adopted January 26, 2010 via Resolution 2010-01-03 and was prepared in accordance with the Minimum Planning Standards and Procedures; and

**WHEREAS:** The required public hearing was held on August 13, 2013 during a regular Council Meeting; and

**BE IT THEREFORE RESOLVED** that the City of Morrow certifies that the minimum public participation and other procedural requirements have been met in preparing this draft document of the Short Term Work Program for 2014-2018; and

**BE IT FURTHER RESOLVED** that the City of Morrow hereby authorizes that this draft document be submitted no later than September 1, 2013 to the Atlanta Regional Commission and the Department of Community Affairs to facilitate the process of official review.

Approved and adopted by the Mayor and Council of the City of Morrow this 27<sup>th</sup> day of August 2013.

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JB Burke, Mayor

Attest:

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Evyonne Browning, City Clerk  
(Seal)



**City of Morrow**

**Short Term Work Program 2014-2018**

**Capital Improvements Element and  
Report of Accomplishments**

**City of Morrow, GA**

**SHORT TERM WORK PROGRAM 2014-2018**

**CAPITAL IMPROVEMENTS ELEMENT & REPORT OF ACCOMPLISHMENTS**

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**Contributors:**

Chief Chris Leighty, Police Chief, Police Department

Laura Troutt, Administrator, Police Department

Mark Herndeen, Fire Chief, Fire Department

Anou Sothsavath, Director, Public Works Department

Jeffrey Eady, Morrow City Manager

Brecca Johnson, Senior Planner, Planning+Economic Development

Sylvia Redic, Grants Administrator

**CITY OF MORROW SHORT TERM WORK PROGRAM**

**Community Facilities – Police Department/E-911**

<b>Project or Activity</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Responsible Party</b>	<b>Cost Estimate</b>	<b>Funding Source</b>
E911 Console Upgrade	X					MPD E911	\$360,000	General Fund
In-car Camera Systems (2 per year @ \$9,000)	X	X	X	X	X	MPD	\$45,000	General Fund
E911 Radio Systems Upgrade including Consoles & Furniture	X					MPD	\$1,863,000	General Fund
RMS & Mobile Op Systems Upgrade (Tyler Tech)	X					MPD & Other	\$300,000	General Fund
RMS & Mobile Op User fees (\$30,000 per year)	X	X	X	X	X	MPD & Other	\$150,000	General Fund
Intoxilizer 9000 (State Mandated Update)		X				MPD	\$9,000	General Fund
Investigative Vehicle (Alternate Patrol Cars) 2 @ \$16,000)		X				MPD	\$32,000	General Fund
Taser Upgrade (30 @ \$1,000)		X				MPD	\$30,000	General Fund
Patrol Vehicles (2)	X					MPD	\$75,000	General Fund
Patrol Vehicles (4)		X				MPD	\$150,000	General Fund
Patrol Vehicles (4)			X			MPD	\$150,000	General Fund
Patrol Vehicles (4)				X		MPD	\$150,000	General Fund
Patrol Vehicles (4)					X	MPD	\$150,000	General Fund
Emergency Equipment Patrol Vehicles (2)	X					MPD	\$14,000	General Fund

**CITY OF MORROW SHORT TERM WORK PROGRAM**

**Community Facilities – Police Department/E-911**

<b>Project or Activity</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Responsible Party</b>	<b>Cost Estimate</b>	<b>Funding Source</b>
Emergency Equipment Patrol Vehicles (4)		X				MPD	\$28,000	General Fund
Emergency Equipment Patrol Vehicles (4)			X			MPD	\$28,000	General Fund
Emergency Equipment Patrol Vehicles (4)				X		MPD	\$28,000	General Fund
Emergency Equipment Patrol Vehicles (4)					X	MPD	\$28,000	General Fund
Patrol Car Computers (2)	X					MPD	\$2,400	General Fund
Patrol Car Computers (4)		X				MPD	\$4,800	General Fund
Patrol Car Computers (4)			X			MPD	\$4,800	General Fund
Patrol Car Computers (4)				X		MPD	\$4,800	General Fund
Patrol Car Computers (4)					x	MPD	\$4,800	General Fund
Admin Services Division Range Vehicle		X				MPD	\$30,000	General Fund
Green Vehicle for Path System Patrol		X				MPD	\$15,000	General Fund
New Roof for Buildings 18 & 35 (ASAP)	X					CITY	\$100,000	General Fund
Precinct Upgrades (State Cert & CALEA)		X				MPD	\$25,000	General Fund
Precinct Video Upgrades		X				MPD	\$5,000	General Fund
Portable Surveillance System			X			MPD	\$50,000	General Fund

CITY OF MORROW SHORT TERM WORK PROGRAM								
Community Facilities – Police Department/E-911								
Project or Activity	2014	2015	2016	2017	2018	Responsible Party	Cost Estimate	Funding Source
Emergency Response Equipment for Officers			X			MPD	\$30,000	General Fund
Ballistic Separation in Records Lobby			X			MPD	\$25,000	General Fund
Department Head Vehicle			X			MPD	\$25,000	General Fund
Indoor Range Behind 35					X	MPD	\$150,000	General Fund

CITY OF MORROW SHORT TERM WORK PROGRAM								
Community Facilities - Fire Department & Public Works								
Project/Activity	2014	2015	2016	2017	2018	Responsible Party	Cost Estimate	Funding Source
Replace Medic 1				X		Fire	\$150,000	General Funds/ Grant
Replace Medic 2	X					Fire	\$160,000	General Funds/ Grant
Purchase New Utility Vehicle		X	X			Fire	\$150,000	General Funds
Remodel Admin. Offices	X	X				Fire	\$40,000	General Funds
Re-Surface & Install Floor at Station #1 Apparatus Floor				X	X	Fire	\$75,000	General Funds
Replace <b>Battalion</b> /Command Vehicle					X	Fire	\$60,000	General Funds
Replace Fire <b>Staff Chief</b> Vehicle	X				X	Fire	\$50,000	General Funds

**CITY OF MORROW SHORT TERM WORK PROGRAM**

Note: Revisions in **Red**; Complete Projects in **Yellow**

**Community Facilities - Fire Department & Public Works**

Project/Activity	2014	2015	2016	2017	2018	Responsible Party	Cost Estimate	Funding Source
Replace Fire Staff Vehicle	X					Fire	\$35,000	General Funds
Purchase New 100' Platform Truck			X			Fire	\$1,500,000	General Funds/SPLOST
Replace Self Contained Breathing Apparatus		X	X			Fire	\$75,000	General Funds
Street Resurfacing (Multiple)	X	X	X	X	X	Public Works	<del>\$100,000</del> \$350,000	General Funds
Vehicle and Equipment Replacement					X	Public Works	\$436,000	General Funds
Daniel Park & Barton Park Phase Build Out		X				Public Works	\$2.4M	General Funds/Grants/SPLOST
Phase III –Jester's Creek Trail Extension	X	X				Public Works	\$890,000	General Funds/Grants
Trail Tie-In to Reynolds Nature Preserve	X					Public Works	\$200,000	Federal Grants
Design & Install Signal Upgrades (Mt. Zion Rd. @Southlake Parkway	X	X	X	X	X	Public Works	\$160,000	General Funds/SPLOST/Grants
Design & Install Signal Upgrades (Mt. Zion Rd. @ Meadowbrook Ln.	X	X	X	X	X	Public Works	\$160,000	General Funds/SPLOST/Grants
New Signal and Design Installation (Lake Harbin Rd. & Murphy Dr.	X	X	X	X	X	Public Works	\$160,000	General Funds/SPLOST/Grants
Engineering for Multi-Modal Improvements (Lee St. & Barton Rd.)				X	X	Public Works	\$150,000	General Funds/SPLOST/Grants

**CITY OF MORROW SHORT TERM WORK PROGRAM**

Note: Revisions in **Red**; Complete Projects in **Yellow**

**Community Facilities - Fire Department & Public Works**

Project/Activity	2014	2015	2016	2017	2018	Responsible Party	Cost Estimate	Funding Source
Engineering for Lake Harbin Rd. Phase Intersection Improvements @ Lee St. & Lake Harbin Rd.(Bike/Ped.)				X	X	Public Works	\$50,000	General Funds/SPLOST/Grants
Citywide Landscaping Improvements	X	X	X	X	X	Public Works	\$100,000	General Funds/SPLOST/Grants
Landscaping Design Services	X	X	X	X	X	Consultant/Public Works	\$ 50,000	General Funds/SPLOST/Grants

**Economic Development & Land Use**

Create One-Stop Shop – Ordinance Review, Zoning, Permitting, Plan Review, Licensing, Inspections <del>and Code Enforcement</del>			X			Planning+Economic Development	N/A	General Funds
Detail redevelopment plans for targeted areas including Incentive programs	X	X				Planning+Economic Development	N/A	General Funds
Research viable ways to retrofit the Southlake Mall Area	X	X	X	X	X	Planning+Economic Development	N/A	General Funds
Create incentive programs for new builders to spark new development	X	X	X	X	X	Planning+Economic Development	N/A	General Funds
Create design guidelines for the Southlake Mall & Mixed Use LCI	X	X				Planning+Economic Development	N/A	General Funds

**CITY OF MORROW SHORT TERM WORK PROGRAM**

Note: Revisions in **Red**; Complete Projects in **Yellow**

**Economic Development & Land Use**

Cultivate Intergovernmental & Business Community Coordination	X	X	X	X	X	Planning+Economic Development	N/A	General Funds
Coordinate with Clayton County Economic Development on ED Strategy	X	X	X	X	X	Planning+Economic Development/Consultant	N/A	General Funds
Conduct a Full Comprehensive Plan			X	X	X	Planning+Economic Development/ Consultant	\$50,000	General Funds

**Capital Improvements Element**

Project/Activity	2014	2015	2016	2017	2018	Responsible Party	Cost Estimate	Funding Source
Expand the Lee Street Bridge @ the I-75 Jonesboro Road Interchange w/ Landscaping	X					Public Works	\$50 mil	GDOT/General Funds
Complete Zoning/Development Ordinance review to coordinate with Comprehensive Plan	X	X				P+ED/City Manager	Staff	General Funds
Conduct a Full Comprehensive Plan for the City of Morrow			X	X	X	P+ED Staff	\$50,000	General Funds

## City of Morrow, GA: Report of Accomplishments

CITY OF MORROW SHORT TERM WORK PROGRAM Note: Revisions in <b>Red</b> ; Completed Projects in <b>Yellow</b>					
Community Facilities (Police & Fire)					
Project or Activity	Complete	Underway	Postponed	Not Accomplished	Notes
City-wide phone system (new)	X				Completed in 2012
Radio Console Upgrade			X		Lack of funding, will resume 2014
Director Vehicle Replacement			X		Lack of funding, will resume 2016
Computer Voice Stress Analyzer			X		Lack of funding, will resume 2016
In Car Cameras (Annual)		X			On-going annual project
Intox 800	X				Complete 2011
Building Improvements for CALEA on-site	X				Complete 2011
Patrol Vehicle Replacement 1	X				Lack of funding, will resume 2014
Patrol Vehicle Replacement 2			X		Lack of funding, will resume 2015
Patrol Vehicle Replacement 3			X		Lack of funding, will resume 2016
Patrol Vehicle Replacement 4			X		Lack of funding, will resume 2017
Alternate Patrol Cars			X		Lack of funding, will resume 2018

**Community Facilities (Police & Fire) - Report of Accomplishments**

<b>Project or Activity</b>	<b>Complete</b>	<b>Underway</b>	<b>Postponed</b>	<b>Not Accomplished</b>	<b>Notes</b>
Continue to strengthen code enforcement, new vehicle, software, training		X			On-going
<b>Purchase New Fire Engine</b>	<b>X</b>				<b>Completed 2013</b>
Purchase 2 <sup>nd</sup> New Fire Engine			X		Postponed until funding is available
Purchase new Utility Vehicle			X		Lack of funding, will resume 2015/ 2016
Remodel Fire Department Admin. Offices				X	Lack of funding
Re-surface & Install Floor – Station 1				X	Lack of funding
Replace Ambulance-Medic 1				X	Lack of funding, will resume 2017
Replace Fire Chief Vehicle			X		Lack of funding, to resume 2014
Replace Command Vehicle			X		Postponed until funding is available
Replace Heart Monitors			X		Lack of funding
Replace Medic 2			X		Lack of funding, to resume 2014
Remodel Admin. Offices			X		Lack of funding, to resume 2017
Re-Surface & Install Floor at Station #1 Apparatus Floor			X		Lack of funding, to resume 2017
Purchase Department Chase Vehicle				X	Funding not available
Replace Battalion, Chief Vehicles			X		Lack of funding, to resume 2014

Transportation & Public Works – Report of Accomplishments					
Project or Activity	Complete	Underway	Postponed	Not Accomplished	Notes
Bike & Pedestrian Trail	X				Completed 2010
Street Resurfacing		X			Ongoing
City Hall and other Building Improvements (Including Painting)	X				Completed 2012
Fire Station 2 – Building Improvements	X				Complete 2010
Vehicle and Equipment Replacement			X		Lack of Funding, to resume 2018
Update Traffic Signals	X				Completed 2011
Natural & Cultural Resources					
Daniel Park & Barton Park Phase Build Out			X		Lack of Funding, to resume 2016
Passive Park & Road Improvements at Lake Harbin and Huie Rds.			X		Postponed until funds become available
Economic Development & Land Use					
GIA Grant for Way Finding Signage Along Jester's Creek Trail System	X				Completed 2013
Community Choices: Commercial Zoning Districts Audit & Options for Zoning Re-write documents	X				Completed 2013

**STATE OF GEORGIA  
COUNTY OF CLAYTON**

**RESOLUTION NO. 2012-\_\_\_**

**A RESOLUTION TO LIFT THE MORATORIUM ON THE ISSUANCE OF  
OCCUPATIONAL TAX CERTIFICATES TO PAIN MANAGEMENT CLINICS; TO  
REPEAL CONFLICTING LAWS AND RESOLUTIONS; TO PROVIDE FOR  
SEVERABILITY; AND FOR OTHER PURPOSES.**

**WHEREAS**, prescription drug abuse is becoming a major problem in Georgia and according to the Georgia Drug and Narcotics Agency, deaths due to prescription drug overdoses have surpassed those of all other illicit drugs;

**WHEREAS**, information received from law enforcement officials in several States indicate that criminal activity increases in areas where Pain Management Clinics operating as no more than “pill mills” are located.

**WHEREAS**, the City of Morrow was made aware of numerous news reports describing a “pipeline” of trafficking drugs from pain management clinics in South Florida to users in States such as Kentucky, West Virginia, and Ohio;

**WHEREAS**, patients at Pain Management Clinics in the City of Morrow have included patients from Kentucky, West Virginia, and Ohio, raising the City’s concern about such clinics operating as “pill mills” within the City.

**WHEREAS**, on November 22, 2011, the City Council for the City of Morrow, Georgia approved and enacted Resolution No. 2011-11-36, imposing a one-year moratorium on the issuance of occupational tax certificates for Pain Management Clinics located within the City of Morrow, Georgia.

**WHEREAS**, on October 9, 2012, the City Council for the City of Morrow, Georgia approved and enacted Resolution No. 2012-10-50, extending the Pain Management Clinic Moratorium through November 22, 2013, so as to allow additional time to monitor the State of Georgia’s efforts to regulate such clinics at the State level and if necessary impose local regulations on such clinics.

**WHEREAS**, on July 1, 2013, House Bill 178 entitled the “Georgia Pain Management Clinic Act,” went into effect in Georgia, establishing State oversight and regulation of Pain Management Clinics in Georgia.

**WHEREAS**, the City of Morrow is satisfied with the regulation and oversight imposed by the Georgia Pain Management Clinic Act, and does not believe additional local regulation to be necessary at this time.

**NOW THEREFORE, BE IT RESOLVED** that the Governing Authority of the City of Morrow, Georgia approves the following Resolution concerning the Pain Management Clinic Moratorium extended by Resolution 2012-10-50.

**SECTION 1. Moratorium Terminated.** As a result of the regulation and oversight of Pain Management Clinics in the State of Georgia imposed by Georgia House Bill 178, the City of Morrow declares that the moratorium on the issuance or renewal of Occupation Tax Certificates to Pain Management Clinics, adopted on November 22, 2011 and extended on October 9, 2012, is hereby terminated. Any and all provisions prohibiting and/or regulating Pain Management Clinics imposed by Resolution No. 2011-11-36 and/or Resolution No. 2012-10-50 are hereby repealed.

**SECTION 2. Purpose of Moratorium Termination.** It is the purpose and intent of this Resolution to promote the health, safety and general welfare of the residents and businesses of the City of Morrow. The City of Morrow Moratorium on Pain Management Clinics within the City is hereby being terminated and repealed as a result of the enactment of Georgia House Bill 178 providing for what the City believes to be sufficient oversight and regulation of Pain Management Clinics in Georgia.

**BE IT FURTHER RESOVLED** that this termination of the Pain Management Clinic Moratorium shall become effective immediately.

**SO RESOLVED, this 27th day of AUGUST, 2013.**

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JB Burke, Mayor

Attest:

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Evyonne Browning, City Clerk  
(Seal)



Subject: Social Media Policy

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Effective Date: July 2013

- I. **POLICY:** The purpose of the use of the City of Morrow social media is in recognizing the changing ways residents and local businesses communicate and/or obtain information about the City of Morrow. It has been determined that social media platforms are a convenient tool to reach a broader audience in a more timely basis. The goal of social communication from the City of Morrow should be to help residents, local businesses, and employees improve knowledge of City events and openings/closings. This policy refers to the use of Facebook, Twitter, Linked-in, You Tube, or other social media platforms. The appropriate use of E-Mail is covered in City of Morrow Personnel Rules & Regulations - Computer Network Usage Policy -#10.04
- II. **PROCEDURE:**
  - A. The City Manager with the direction of the City of Morrow Council has the sole authority to determine when and what social media platforms will be utilized by the City. No guidelines listed here limit the ability to add or reduce the uses of social Media by the City Manager at any time deemed appropriate.
  - B. The City Manager shall determine one primary and one secondary contact for all social media updates. These individuals shall be referred to as a "Social Media Administrator(s)". The Social Media Administrator(s) will be responsible for the content and upkeep of all social media platforms used in the City. The only exception to this is the use of e-mail. All authorized staff may send e-mails as appropriate to citizen's and local businesses in accordance with the guidelines in the Personnel Rules & Regulations - Computer Network Usage Policy -#10.04.

C. Departments wishing to establish social media sites should contact the City Manager to discuss the objectives and desired outcomes. If it is determined that social media is appropriate, the Department Head will present the Social Media Administrator(s) with written approval for the establishment of the approved social media platform. The Social Media Administrator ~~may will~~ assist or set up the desired platform for the department.

D. Departments who have approval from the City Manager to design and maintain updates on social media platforms without utilizing the Social Media Administrators, understand that the Social Media Administrators must have full access and knowledge of all platforms used. The Social Media Administrator will routinely monitor all platforms utilized by the City to ensure compliance with City policy.

E. In use of any social media platform for the City of Morrow , it is understood:

1. All City of Morrow social media platforms utilized and posted by City departments are considered an extension of the City's informational network's.
2. The City's website at [www.cityofmorrow.com](http://www.cityofmorrow.com) will remain the primary and predominant internet presence. Whenever possible content posted on social media platforms should contain links directing users to the City website for more in-depth information, forms, documents, or services necessary.
3. In accordance with Georgia State law, participation on City of Morrow social media platforms is subject to open records requests. If individuals do not want names released in response to open record requests, they should not participate in the communication.
4. The City of Morrow's social media platforms are designed to provide relevant information to citizens of the City. ~~not to create a public forum for comment. Accordingly, any s~~ Social media platforms set up under this policy will ~~allow not create~~ a forum for comments and will ~~not~~ create a space for commenting by ~~interested third parties. any person other than T~~ the Administrator of the social media platforms will monitor all comments to determine if follow-up or removal is warranted in accordance to this policy. All comments where removal is deemed appropriate will have the removal communicated with the City Manager in a reasonable time frame.
5. Content and comments posted on any City of Morrow social platforms must comply with applicable federal, state and local laws, regulations and policies. This includes adherence to established laws and policies regarding copyright, records retention, Freedom of Information Act, and privacy laws.

6. Employees participating on City of Morrow social media platforms must conduct themselves at all times as representatives of the City of Morrow. Employees who fail to conduct themselves in accordance with the City Personnel Rules & Regulations shall be subject to disciplinary action.
7. Communication on all social media platforms should be straight-forward, relevant and written in plain appropriate language. The same high standard applied to any and all publications or messages for the City of Morrow should be applied to all social media platforms. Postings by the City, by any City employee or agent of the City, or any interested third parties, shall not be obscene, shall not foster, promote or perpetuate discrimination on the basis of race, creed, color, age, religion, gender, marital status, sexual orientation, national origin, status in regard to public assistance, or disability. Postings by the City, by any City employee or agent, or any interested third parties, shall not violate HIPAA or privacy laws, shall not violate copyright or patent laws, shall not compromise the safety or security of the public, and shall not violate any state or federal law. Personal attacks, vulgar language, discriminatory or inflammatory posts by others are strongly discouraged. If a post is determined to be in violation of this policy, such posts may be removed. The conversation shall remain civil and respectful always. Inaccurate information posted may be addressed and corrected on a factual basis only.
8. The social media platforms shall only be ~~updated~~utilized by the City's Social Media Administrators or City Manager authorized designee(s)~~employees or agents~~ as provided for and only as allowed for in this Social Media policy. All postings will be monitored by the City employees or agents must gain approval of the City's Social Media Administrator or the City Manager's Social Media Administrator's designee, before making any posting. Comments from interested third parties must also be appropriate in accordance to the Social Media Policy, II. E. #7 or may be removed.~~will not be allowed on social media platforms utilized by the City. The social media platforms shall not be set up as a forum for commentary by third parties.~~ The City of Morrow will utilize social media platforms as consistently as possible. For each social media platform determined appropriate the following documents will be provided:
  - a. Operational and use guidelines (attached)
  - b. Standards and processes for managing accounts on social media platforms (attached)
  - c. City branding standards (as determined by City Manager)
  - d. Design standards (as determined by City Manager)

9. The City of Morrow is not responsible for social media platforms that set up information in the City of Morrow's name without the City's permission or knowledge. The City of Morrow will monitor any known social media platforms where these additions have been made without City permission.

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## ***Social Media Platform Operational Use & Standards***

The City Manager reserves the right to add additional platforms only after determining guidelines for those platforms. All platforms are subject to the Social Media Policy and the Social Media Platform Operational Use & Standards. The City of Morrow is not responsible for social media platforms that set up information in the City of Morrow's name without the City's permission or knowledge. The City of Morrow will monitor any known social media platforms where these additions have been made without City permission.

### **Website**

The City of Morrow website [www.cityofmorrow.com](http://www.cityofmorrow.com) has been professionally designed to bring the high standard of professionalism while promoting City of Morrow programs. While City of Morrow Social Media Administrator(s), City Manager and Department Heads may request information added, no structural design changes will be made without the approval of the City Manager.

**Content:** City of Morrow Social Media Administrator(s) have access to monitor the City website, or ability to have text/pictures added to make event announcements, write and post community/departmental news and update contact information. No changes should be made by anyone to the City of Morrow website without first contacting the City of Morrow Social Media Administrator(s). The City Manager will designate individuals to update the City Website. Any comments regarding the website from the Social Media Administrator should be directed to those designees.

No posts will be permitted which violate the Social Media Policy.

**Links:** Links where appropriate will be permitted. Appropriate is defined as having City-relevant information.

## Facebook

The City of Morrow and individual departments may have Facebook pages to promote activities, programs, projects, and events. All Facebook pages should have a link to the City of Morrow website at [www.cityofmorrow.com](http://www.cityofmorrow.com).

**Establishing a page:** When a department determines it has a business need for a Facebook account, it will submit a request to the City Manager. If the design of the department's main Facebook page is intended to differ from that of the City of Morrow Facebook page, the department's design must be approved by the City Manager. The City of Morrow Facebook boilerplate (main page appearance) will be approved by the City Manager and any changes must be approved prior to changing.

- All City branding images must meet City branding standards.
- The City will create pages in Facebook, not groups. Facebook pages offer distinct advantages including greater visibility, customization, and measurability.
- Description type will be "government".
- Included on the Boilerplate text will be the follow: *This site is intended to serve as a mechanism for communication to the public from the City of Morrow on the listed topics. It should be noted that if comments end up being allowed through a revision of the present policy, then any comments if applicable, submitted to this page, along with fans of this site, would be public records subject to disclosure pursuant to the State of Georgia Open Records Act. Public disclosure requests should be directed in writing to the City Clerk.*
- Included on the Boilerplate text will be the "Terms of Use".

**Terms of Use:** IMPORTANT: The City of Morrow's Facebook pages are intended to be used for informational purposes only. If you wish to contact the City or to request City services, please contact City Hall at 770-961-4002 or visit the City's official website: [www.cityofmorrow.com](http://www.cityofmorrow.com).

Under Georgia Law, your participation in the City's Facebook pages is public record. If you do not want your name released in response to a public records request, please do not participate in this page.

~~The City of Morrow Facebook page will be set up in such a way so that only content added by the City of Morrow will be available on the Facebook page. The Facebook page will be set up in such a way that no outside or public commenting will be part of the page.~~

**Content:** The City of Morrow Social Media Administrator(s) will be responsible for adding posts using the Social Media Policy guidelines for appropriate branding and wording.

- The City of Morrow will strive to share information honestly and shall not post untruthful and purposefully inaccurate information. If an inadvertent inaccuracy is posted, a correction will be published as soon as possible.
- The City of Morrow shall not violate any staff member or citizen's personal privacy in posts.
- At all times employees and agents of the City shall use good judgment when posting. Employees and agents of the City shall not violate the Social Media Policy or they will face disciplinary action. Employees and agents of the City may not post any content that could be interpreted as offensive, obscene, demeaning, inflammatory, or discloses any confidential information.
- Postings by the City, by any City employee or agent of the City, or by any interested third parties shall not be obscene, shall not foster, promote or perpetuate discrimination on the basis of race, creed, color, age, religion, gender, marital status, sexual orientation, national origin, status in regard to public assistance, or disability. Postings by the City, by any City employee or agent, or interested third parties shall not violate HIPAA or privacy laws, shall not violate copyright or patent laws, shall not compromise the safety or security of the public, and shall not violate any state or federal law
- Elected officials and/or electoral candidates, or interested third parties of the City of Morrow shall ~~not~~ use the City's social media platforms to run campaigns or solicit support from the public, ~~on City issues~~. Elected officials and/or electoral candidates, or interested third parties may create personal social media pages if desired, but said social media pages may not be utilized for political or campaign purposes.
- The Social Media Administrator(s) will bring all individual complaints, concerns or service requests to the appropriate Department Head or City Manager prior to responding. When possible specific individual issues will be resolved off-line.
- A standard reply may be used to address heated, sensitive or complex issues. This standard reply shall be: *"The City of Morrow is very interested in the insights, opinions and concerns expressed here. However, complex topics typically are not effectively resolved in forums such as this. Please contact the City Manager at 770-961-4002 if you wish to discuss your concerns further or obtain additional information."*

- Good judgment should be used at all times when posting on the City's Facebook page. The absence of listing an item in this policy does not mean the post is automatically acceptable. Contact the Social Media Administrator(s) if you have any questions regarding acceptable posts.

~~The City of Morrow has determined to start Social Media Platforms using Facebook only. The City reserves the right to add additional platforms only after determining guidelines for those platforms. Additional platforms are subject to the Social Media Policy and the Social Media Platform Standards. The City of Morrow is not responsible for social media platforms that set up information in the City of Morrow's name without the City's permission or knowledge. The City of Morrow will monitor any social media platforms where these additions have been made without City permission.~~

### **Twitter**

The City of Morrow will allow the use of Twitter for purposes of informing the public of events, road closings, and other city time sensitive information. Use of Twitter must be in accordance to the Social Media Policy. Any City Department utilizing Twitter must have the approval of the City Manager to operate this social media. Upon approval the Social Media Administrator should be informed and will be authorized to monitor all posts and take appropriate actions as deemed appropriate in the Social Media Policy.

### **Blogs**

The City of Morrow will allow the use of Blogs only as a marketing tool.Center. Blogs must be in accordance to the Social Media Policy. Any City Department utilizing Blogs must have the approval of the City Manager to operate this social media.The Social Media Administrator must be informed of the Blog location and will be authorized to monitor all posts and take appropriate actions as deemed appropriate in the Social Media Policy.



come to morrow  
MORROW, GEORGIA

## Planning + Economic Development Department **FILM PERMIT GUIDELINES & APPLICATION**

1500 Morrow Rd. Morrow, GA 30260 678.902.0870 (T) 770.960.3002 (F)

**The following procedure should be followed by any individual(s) or company interested in film production or photography on any property within the City of Morrow.**

- All requests for filming on City property should be directed to:** Brecca Johnson at the City of Morrow, Planning & Economic Development Department at 1500 Morrow Road Morrow, GA
- Completed applications can be mailed; fees must be submitted at the time of submittal. Preliminary review of the film request can be emailed to Brecca Johnson, Senior Planner, at [bjohnson@cityofmorrow.com](mailto:bjohnson@cityofmorrow.com).
- Obtain written consent from all affected business and property owners for use of their property and/or surrounding property. Compensation may be necessary. Any agreements need to be handled with owners directly; however information regarding such agreements may be required upon the City's request.
- If permission is granted by the City, a written permit will be issued including time, date, and location of filming and acceptable activities within the scope of the permit.
- If any changes need to be made after the permit is issued, it must be done before any such activity occurs. A new permit with the most current information will be issued. Depending on the scope of the change requested, additional fees may be incurred.
- If there is a need for street closures, police presence, and/or Fire Department assistance, a 48 hour prior notice is required. A three (3) hour minimum is required for police and fire services. *\*Fees for these departments will be arranged with the department.*
- Coordination of any public works, police and/or fire services will be coordinated by the Planning & Economic Development Department. You may be given a point of contact for those departments after the scope of services has been established.
- Upon receipt of the permit, the production company must provide a certificate of insurance naming the City of Morrow as an additional insured. The City requires an insurance policy rider for general liability and worker's compensation to be a minimum of \$1,000,000.00.
- The City shall require the production company to have a copy of the permit on site at all times.
- The Property Use Agreement must be signed and returned to our office prior to any use of property.
- Notify the P+ED office of any plans to use a tent, generator, guns, explosive devices, or amplified sound to ensure that you are operating within the City of Morrow Code of Ordinances.
- Emergency vehicle access shall be maintained at all times.



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Planning + Economic Development Department

# FILM PERMIT GUIDELINES & APPLICATION

1500 Morrow Rd. Morrow, GA 30260 678.902.0870 (T) 770.960.3002 (F)

## Film Permit Application

### Production Company Information:

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Title: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

### Personnel Contact Information:

Contact Type:  Location Manager/ Scout  Production Manager  Other \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Cell: \_\_\_\_\_ Email: \_\_\_\_\_

### Project Information:

Title: \_\_\_\_\_  
 Type:  Feature Film  Public Service Announcement  
 Documentary  Corporate Video  
 TV Movie  Commercial  
 Music Video  Other: \_\_\_\_\_  
 Special Effects/Other Info: (guns, fire, explosives, amplified sound, etc.) \_\_\_\_\_  
 \_\_\_\_\_  
 Project Budget: \_\_\_\_\_  
 Size of crew: \_\_\_\_\_ No. of Days: (including prep) \_\_\_\_\_  
 Film Dates: \_\_\_\_\_  
 Times: \_\_\_\_\_

### Services Needed:

- Police Department (Road blocks, lane closures, security, etc.)
- Public Works Department (Street, path, sidewalk or lane closures)
- Fire Department (Fire Safety)
- Sanitation/Clean up (must be contracted through City of Morrow unless the production company owns its own dumpster)
- Other: \_\_\_\_\_



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### Film Location Details:

So that we are better able to assess the impact of this production, please describe the location(s) you propose to use. Draw or attach a diagram labeling streets, cross streets and property that will be used. Indicate all streets subject to closure and/or traffic control. **If several locations are being used, please attach this information for each location.**

Location Address:

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Date(s): \_\_\_\_\_ Time(s): \_\_\_\_\_

Map:

Parking: Describe proposed parking staging area including catering and equipment placement.

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**Signage:** Please indicate any signage that you will be placing in the City of Morrow, including signage direction crew to the site. Be sure to include the location of the proposed signs with dimensions, and dates the sign will be erected as well as the name and phone number of the person responsible for the removal of the signs. ***If signs are left on any property beyond the approved timeframe of the permit, a \$25 fee/ per sign will be required.***

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# FILM PERMIT GUIDELINES & APPLICATION

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## Property Use Agreement/Indemnification Statement

Producer and all other parties associated with this project agree to return the property to its original state or better upon the completion of the project. In the event of any damage to the property occurs, the Producer and/or its affiliates agree to take responsibility for and repair any such damages sustained to the property as a result of this project. The Producer and/or affiliates agrees to release, absolve, indemnify and hold harmless the City of Morrow, its employees, agents, and officials from and against all claims, demands, liabilities, suits, judgments and decrees, losses and cost and expenses of any kind or nature whatsoever on account of injuries to or death of any person or persons or damage to any property occurring directly or indirectly from permitted activities conducted by the Producer and/or affiliates or his employees, agents, servants, or associates or subcontractors.

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\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
PRINT NAME/TITLE

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SIGNATURE

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DATE

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DATE



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## Film Permit Fees

Service	Fee Amount	No. of Days	Total
Permit Fee	\$50 per day		
Parking Deck	\$500 per day		
City Park	\$500 per day		
Olde Town Morrow	\$1000 per day		
Street Closure	\$25 minimum <i>(*Varies based on location and impact)</i>		
Police Officer (with Patrol Car)	\$50 per hour <i>(3 hours minimum)/or TBD by Police Chief)</i>		
Fire Marshal (Inspection only)	\$80 <i>(or TBD by Fire Chief)</i>	n/a	
Fire Marshal (on site)	\$50 per hour <i>(3 hours minimum)</i>		
EMT (on site)	\$50 per hour <i>(3 hours minimum)</i>		
Morrow Fire Dept (including fire engine)	\$250 per day <i>(if available, or as determined by Fire Chief)</i> \$35 per Fireman <i>(4 hours minimum; minimum two Off-duty Fire Fighters)</i>		
Public Works/Sanitation	TBD		
Temporary Sign Placement	\$0		
Sanitation	TBD		
<b>Total</b>			