



City of Warner Robins City Council Meeting Minutes

Monday, October 17, 2022

5:30 PM

Council Chambers

Presiding: Mayor LaRhonda W. Patrick

City Officials Present:

Councilman Keith Lauritsen
Councilman Kevin Lashley
Councilman Larry Curtis

Councilman Charlie Bibb
Councilman Clifford Holmes

City Officials Absent:

Councilman Derek Mack

Regular Meeting of Warner Robins City Council

Call to Order: 5:39 p.m.

Adoption of the Agenda: Councilman Lauritsen moved to adopt the agenda with amending to add: Proclamation for Retired Educators Day and Action Item #9 – RedSpeed Cameras LLC. Councilman Holmes seconded the motion. Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for adoption of the agenda.

Opening Prayer: Pastor Jim Perdue; Second Baptist Church

Pledge of Allegiance: Warner Robins High School; AFJROTC

Announcements:

Proclamations/Awards/Presentations:

- Presentation – Veterans Issues Board
- Presentation – Employee Service Awards
 - Ricky Simmons – 10 years – Public Works/Stormwater
 - Trent Vanlannen – 20 years – Police Dept.
- Proclamation – Extra Mile Day
- Proclamation – Retired Educators Day

Action Items:

Action Item 1	Presentation of Minutes from the Regular Meeting of October 3, 2022.
The minutes of the Regular Meeting of October 3, 2022 were presented for approval.	
Motion:	Councilman Lauritsen moved for the approval of the minutes for regular meeting of Monday, October 3, 2022.
Second:	Councilman Bibb
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 2	Formal Public Comments Pertaining to Current Agenda Items
None	
Motion:	N/A
Second:	N/A
Outcome:	N/A

Action Item 3	Consent Agenda
<ul style="list-style-type: none"> A. Purchasing Bids B. Home Occupation Permits 	
Motion:	Councilman Curtis moved for the approval of the consent agenda.
Second:	Councilman Lashley
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 3 (A)	Purchasing Bids
Purchasing Bid List item, attached hereto, were presented for approval. 2 items	

Action Item 3 (B)	Home Occupation Permits
The Planning & Zoning Board recommends approval the following applications as submitted.	

1. Omar Aguayo –314 O’Brien Dr.– Dumpster service
2. Mahlon Miller – 147 Stoney Creek Dr. – Motorcycle delivery/towing service
3. Shauna Hardy – 206 Foxtail Chase – Internet Sales
4. Tomieka Daniel – 112 Stoney Creek Dr. – Christmas Decoration Service
5. Derrick Covington – 104 Kinley Ann Ct. – Home Inspection Service

Action Item 4 Ordinance 40-22 – Interparcel Access

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS, GEORGIA, MAKING CHANGES TO THE CITY CODE APPENDIX C - ZONING ORDINANCE.

WHEREAS, the Building and Inspections and Community and Economic Development Departments have prepared and recommended changes to Appendix C. Zoning Ordinance, and the mayor and council deem such changes to be in the best interests of the City;

NOW, THEREFORE, BE IT ORDAINED that the governing authority of the City of Warner Robins adopts the following addition and amendment to the City Code regarding Appendix C. Zoning Ordinance of the city code.

-1-

Addition of the following definition to Article III. – Definitions of terms used in these regulations. Section 32. – Specific definitions.

Interparcel Access: refers to the connectivity of adjacent parcels established by a private access road that is delineated from parking areas and allows short trips between developments without using major roadways.

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[APPENDIX A] shall be deleted in its entirety and the following inserted in lieu thereof:

[APPENDIX A.] GUIDELINES FOR INTERPARCEL AND DRIVEWAY ACCESS

(Applies Also to the Urban Arterial and Collector Routes Described/Enumerated in the Warner Robins MPO Transportation Plan, current edition. Access is also subject to review by the Building and Inspections Department’s interpretation and application.)

In order to protect the safety, lives, and property of the general public who travel upon the state highways of Georgia, to maintain the capacity and operating efficiency of these state highways, and to provide reasonable access to these state highways from those contiguous properties or which access control is not vested in the City, the following guidelines and requirements on the permitting of driveway access are established. These guidelines and requirements shall not conflict with City interparcel access requirements.

Wherever potential for interparcel access and connectivity exists for commercial properties situated along state highways or arterial roads, including multi-family developments, interparcel access shall be established. The need for additional access points must be illustrated by the submittal of an access plan and justified by a traffic study signed and sealed by a Professional Traffic Operations Engineer registered in the State of Georgia; therefore, any additional proposed access points along a roadway in these instances shall be subject to review and approval through the submittal of said access plan and traffic study to the Engineering, Planning and Zoning Offices and, if applicable, Georgia Department of Transportation.

Plans for proposed developments shall include an adequate point of two-way access and private access road for future adjoining commercial and residential developments.

Where interparcel access does not already exist and where reasonable interparcel access potential does exist on commercial lots, the lot shall be considered nonconforming. Site improvements proposed for nonconforming lots, in accordance to section 61, must include interparcel access improvements. Interparcel access improvements may include the removal of access to roadway as deemed necessary by the City. Removal shall consist of restoration of curbing and demolition of driveways to the Building and Inspections Department's satisfaction. If undue hardship is placed on the property owner by the City's request, the property owner may appeal in accordance with section 114.3 of Appendix C. Zoning Ordinance of city code, by submitting a traffic study signed and sealed by a Professional Traffic Operations Engineer registered in the State of Georgia to prove the need of maintaining existing access points on a property.

Interparcel access will conform to driveway spacing requirements as defined by the Georgia Department of Transportation's Regulations for Driveway and Encroachment Control, current edition.

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COMMERCIAL AND RESIDENTIAL PROPERTY DRIVEWAYS AND STREETS:

Where interparcel access cannot be achieved, and upon the City deeming such plans to access a development safe and otherwise appropriate for the site, the following regulations apply:

- A. Single business enterprise on a single interior lot:
 - 1. Movements confined primarily to on-site employees totaling no more than 40; one 2-way drive.
 - 2. Movements consisting primarily of in and out customer activities where no more than 50 parking spaces are on the site or sites with less than 300' of frontage; one 2-way drive or two 1-way drives.

3. Fast food operations, bank with drive-through service, medical offices and other facilities with more than 50 on-site parking spaces and a minimum of 300' of frontage; two 2-way drives.
 4. Automobile Service stations and Gas Station Minimarts which include gas and oil sales and which have a minimum frontage of 150'; two 2-way drives.
- B. Single businesses on corner lot:
1. One 2-way driveway on mainline and one 2-way driveway on the cross road, totaling two 2-way driveways. Driveways are to be located as far as practical from the intersection. Two 1-way driveways may be substituted for one 2-way drive.
- C. Multiple businesses on commercial tracts:
1. Up to 300 linear feet of frontage; one 2-way drive or two 1-way drives.
 2. Frontages between 300 and 1,000 linear feet; two 2-way drives.
 3. Frontages from 1,000 linear feet to 2,000 linear feet; three 2-way drives.
 4. Frontages from 2,000 linear feet to 3,000 linear feet; three 2-way driveways or two 1-way driveways and 1 multi-lane driveway.
 5. Frontages of over 3,000 linear feet; driveways as determined on a case-by-case basis.
- D. Acceleration/deceleration lane requirements: Commercial and Residential driveways/streets, except those permitted under Item A1, will normally include appropriate acceleration/deceleration lanes. Such lanes shall be constructed by the developer at no cost to the City or GDOT, as applicable. The right-of-way for such lanes shall be dedicated to the City or GDOT, as applicable, by the developer. The pavement sections for acceleration/deceleration lanes shall match that of the mainline. Acceleration/deceleration lanes may be required under Item A1 if they are considered necessary.
- E. Left turn lanes at commercial and residential driveways/streets for mainline sections without a divided median: The Building and Inspections Department may require the construction of left turn lanes at commercial driveways for roadways of two-, four-, or six-lane sections and no divided median. This requirement will be based upon analyses of the capacity constraints imposed upon the roadway by left turns out of through traffic lanes giving consideration to current and 20-year projected traffic volumes.
- F. Access conveyance: Once the number and configuration of driveways has been established, the developer of commercial property will be requested to deed access control rights along his frontage to the City. For this purpose, commercial property includes residential subdivisions discussed under Item II.

G. Right-of-way conveyance. Developers of commercial property and residential property, as discussed under Item II., will be requested to deed right-of-way for future widening of the mainline highway where such is included in the Georgia Department of Transportation’s construction work program.

H. Phased construction requirements. Developers of commercial property and residential property shall not be allowed to lease a dead end of a driveway/street with limited access to a future phase of the development. A dead end will be accompanied by a temporary cul-de-sac or other approved measure to allow proper ingress/egress for emergency services vehicles until the next phase of development is complete. Such temporary measure may be constructed of graded aggregate base in accordance with Georgia Department of Transportation standards.

II.

RESIDENTIAL SUBDIVISIONS:

In no event will the state highway be used as a subdivision street with individual lot driveways. ;When possible, access to all residential lots shall be from interior subdivision streets or roads.

A. For definition of subdivision and the provisions and requirements for review of subdivision plats by the department and the responsibilities of local Planning and Zoning commissions and individuals to submit subdivision plats to the department for review and comment, refer to Georgia Code Sections 32-6-150, 32-6-151, 32-6-152, 32-6-153 and 32-6-154.

B. The District, with guidance from the state transportation traffic and safety engineer, shall review and comment upon the subdivision plat. Comments shall address access to the state highway. Possible solutions shall consider one, two, or three connections (depending upon frontage) to an interior road system upon which the residential lots front, a frontage road parallel and adjacent to the state highway upon which the lots will front which will also have connections to the state highway system, or in extreme cases a pairing of two lots per driveway. This latter circumstance is not desirable and should be a last resort settlement limited to frontage less than 1000 feet. Where a small number of large frontage lots are involved, individual driveways may be allowed.

C. Subdivisions of property to accommodate the residential needs of family members of the owner of the tract shall be handled as private residences.

Motion:	Councilman Bibb moved for the approval of Ordinance #40-22 and to waive the second reading.
Second:	Councilman Curtis
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 5 Ordinance #41-22 Chapter 4 Addition

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS, GEORGIA, TO AMEND CHAPTER 4 OF THE CITY CODE REGARDING ALCOHOLIC BEVERAGES.

WHEREAS, the City Clerk has recommended an amendment to Chapter 4 regarding Alcoholic Beverages and the mayor and city council deem such amendment to be in the best interest of the City.

IT IS HEREBY ORDAINED, by the governing authority of the City of Warner Robins as follows:

NOW, THEREFORE, IT IS HEREBY ORDAINED by the governing authority of the City of Warner Robins Chapter 4 of the city code is amended as follows:

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The following provision shall be added to City Code Chapter 4:

Sec. ____ Catering license for off-premises pouring/sale of malt beverages, wine and or spirits.

(a) Off-premises license issued by City of Warner Robins. Any person that holds a valid license issued by the City of Warner Robins to sell alcoholic beverages for consumption on the premises may be issued an off-premises catering license that permits said person to sell and/or distribute alcoholic beverages by the drink off-premises at an authorized catered function. Any person seeking an off-premises catering license shall make application therefore, which shall be processed and decided according to the same guidelines set forth for other licenses under this chapter, including payment of the application fee and annual license fee. Upon issuance of an off-premises catering license, a catering event permit as set forth in this section shall be required for each authorized catered function.

(b) Catering event permit application. Any person authorized under paragraphs (a) or (b) of this section to sell and/or distribute alcoholic beverages at an authorized catered function shall apply for and obtain a catering event permit issued by the city clerk prior to serving alcohol at such function. Applications shall be submitted not less than 5 business days prior to the event and shall include:

(1) The name of the individual licenses for sale by the drink for consumption on the premises, and the name and phone number of the employed representative for same who will be at the event;

(2) A plan of the event, which includes: (i) the date, location and hours of the event; (ii) the number of persons expected to be in attendance; and (iii) whether security will be provided.

(3) The name and telephone number of the host or sponsor of the event, including the name and telephone number of the representative of the host or sponsor who will be at the event.

(4) Any alcoholic beverage caterer not otherwise licensed by the City of Warner Robins shall also be required to submit: (1) the name of the local jurisdiction issuing the off-premises catering license to the applicant; (2) a photocopy of the applicant's off-premises catering license; and (3) payment of a non-refundable \$50.00 event permit fee; and

(d) Event permit application review. After receipt of an application for an event permit, the city clerk, in consultation with the police department, shall either approve or deny the event permit and communicate the same in writing to applicant. An event permit may be denied for any of the following reasons or combination of reasons:

(1) The applicant, and/or event host or sponsor does not meet the requirements for an event permit or has on prior occasion(s) violated or failed to comply with this article or with any state rules or laws regarding alcoholic beverages;

(2) The event location is a site where a violation of this article or the state laws or rules regarding alcohol has previously occurred;

- (3) The plan of the event as proposed is likely to restrict and/or congest traffic on any of the public roads, rights-of-way, or sidewalks in the immediate vicinity of the event, or is likely to present a danger to the health and safety of guests at the event or members of the public;
- (4) The plan of the event as proposed is likely to cause a disturbance of the peace at the time of the event, or is likely to intrude upon the privacy or property of citizens in the area of the event; and
- (e) Catering event requirements. All authorized catered functions permitted under this section receiving an event permit hereunder shall be subject to the following requirements and conditions:
- (1) A caterer may sell and/or distribute only malt beverages, wine and/or spirits as defined by section 4-66 of this Code;
- (2) Malt beverages, wine and/or spirits may only be served at the location and on the date(s) specified in the catering event permit. Event permits shall be valid for a period not to exceed three consecutive calendar days;
- (3) Copies of the event permits shall be posted and/or maintained at the front door or entrance of the event location at all times during the event. Caterers must also carry a copy of the caterer's off-premises catering license, copy of the City of Warner Robins catering event permit, and any necessary state documents and permits in the vehicle transporting the alcoholic beverages to the event;
- (4) Malt beverages, wine and/or spirits may only be served between the hours of 9:00 a.m. and 12:00 a.m. (midnight), where only six events may be held per calendar year per location. (Businesses licensed as "Promoters of Performing Arts" (Event Centers are exempt from this requirement).
- (5) No catering event permit will be issued for an event on Sunday allowing for the sale of any alcoholic beverages.
- (6) The service of malt beverages, wine and/or spirits is subject to compliance with state laws and regulations regarding service of alcoholic beverages at such an event, including the receipt of any necessary state permits and filing of reports with the state revenue commissioner; and
- (7) Caterers licensed by City of Warner Robins shall pay excise taxes on the sale of alcoholic beverages, as calculated under this article and provide a report to the City of Warner Robins on or before the time when other excise taxes are due for such licensees, while such caterers not licensed by the City of Warner Robins shall pay excise taxes on the total quantity of alcoholic beverages brought into the municipality, as calculated under this article, and provide a report to the city within 15 days of the conclusion of the event. In addition, to the information required to determine the amount of tax due, the report shall state the quantity and type of alcoholic beverages transported from the licensee's primary premises to the location of the event.
- (f) Violations.
- (1) It shall be unlawful for any person licensed to sell alcoholic beverages to sell or distribute malt beverages, wine and/or spirits off the premises of such person's business without an off-premises catering license and catering event permit as set forth in this section.
- (2) It shall be unlawful for any person holding an off-premises catering license and/or event permit to sell or distribute malt beverages, wine and/or spirits in a manner inconsistent with such license, permit, or the requirements or conditions for authorized catered functions set forth in this section.
- (3) It shall be unlawful for any person to serve, distribute, or sell malt beverages, wine and/or spirits in violation of this section or any other provision of this article regarding alcoholic beverages.
- (4) Nothing contained in this section is intended to prohibit anyone from hosting a private function on private property where the host or individual actually renting the private property/facility provides alcohol to guests free of charge or permits the otherwise legal consumption of alcoholic beverages.
- (g) Appeals. Any applicant who is denied an event permit by the city clerk shall have the right to appeal that decision to the mayor and council. Such appeal shall be in writing and shall be filed within five business days of the denial of said event permit.

Motion:	Councilman Lashley moved for the approval of Ordinance #41-22 and to waive the second reading.
Second:	Councilman Holmes
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 6	Ordinance #42-22 – Chapter 4 Amendment (4-59)
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AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS, GEORGIA, TO AMEND CHAPTER 4 OF THE CITY CODE REGARDING ALCOHOLIC BEVERAGES.

WHEREAS, the City Clerk has recommended an amendment to Chapter 4 regarding Alcoholic Beverages and the mayor and city council deem such amendment to be in the best interest of the City.

IT IS HEREBY ORDAINED, by the governing authority of the City of Warner Robins as follows:

NOW, THEREFORE, IT IS HEREBY ORDAINED by the governing authority of the City of Warner Robins Chapter 4 of the city code is amended as follows:

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The following provision shall be added to City Code Chapter 4, Section 4-59:

Sec. (g) Denial.

(1) Upon failure of the applicant to comply with the terms, provisions, requirements and responsibilities of this article, or upon the failure of the applicant to fully and completely provide all required information, or upon the violation by the applicant of any law regulating the sale of alcoholic beverages, or upon the existence of any other condition which would make the approval of the license detrimental, harmful or undesirable to the community, then the license application provided for hereinunder may be denied by the city.

(2) Upon information concerning any of the provisions outlined in this section hereinabove, the city shall serve notice upon applicant, by mail addressed to applicant’s address provided, requiring him or her to appear before the mayor and council and show cause why his applicant should not be denied. This hearing shall not be held sooner than three (3) days from the receipt of this notice, and the notice shall set forth the date, time and place of the hearing on the matter; this notice shall also state the condition alleged which could, if sustained, result in denial of the applicant’s license.

(3) Within five (5) working days following the hearing on this matter, the mayor and council shall render a decision on the matter, notifying the applicant in writing of its decision by mail or by personally delivering

it to the applicant. In the event of revocation, no refund shall be made on any portion of any applicant fee paid.	
Motion:	Councilman Holmes moved for the approval of Ordinance #42-22 and to waive the second reading.
Second:	Councilman Curtis
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 7	Resolution – Veracity Renewal 2022
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<p>A resolution WHEREAS, the Insurance Committee at the advice of MSI Benefits Group recommends no change to the City’s employee health insurance plan; and</p> <p>WHEREAS, the Insurance Committee recommends the City renew its contract with Veracity Benefits for the purpose of administering pharmacy benefits for the City of Warner Robins health insurance program; and</p> <p>WHEREAS, the Mayor and Council deem such recommendations to be beneficial.</p> <p>NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Warner Robins authorize Mayor LaRhonda Patrick and City Clerk Mandy Stella to execute these agreements for the calendar year January 1, 2023 through December 31, 2023.</p>	
Motion:	Councilman Lauritsen moved for the approval
Second:	Councilman Bibb
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 8	Resolution – Anthem, Voya and Greater Life
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<p>A resolution WHEREAS, the Insurance Committee at the advice of MSI Benefits Group recommends no changes to the City’s employee health insurance plan; and</p> <p>WHEREAS, the Insurance Committee recommends the City renew its contract for stop loss re-insurance coverage on the self-insured medical insurance plan with Voya Financial; and</p> <p>WHEREAS, the Insurance Committee recommends the City renew its</p> <p>contract with Anthem to continue as the Administrator of our health insurance plan; and</p>	
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WHEREAS, the Insurance Committee recommends the City renew its contract with Anthem Life for basic life and voluntary life insurance plans;

WHEREAS, the Mayor and Council deem such recommendations to be beneficial.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Warner Robins authorize Mayor LaRhonda Patrick and City Clerk Mandy Stella to execute these agreements for the calendar year January 1, 2023 through December 31, 2023.

Motion:	Councilman Curtis moved for the approval
Second:	Councilman Holmes
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 9	Resolution – RedSpeed Georgia, LLC
<p>A resolution that Mayor and Council hereby authorize Mayor LaRhonda W. Patrick to execute an agreement on behalf of the City of Warner Robins, Georgia with RedSpeed Georgia, LLC, whereby RedSpeed Georgia, LLC, will provide the speed photo enforcement system to monitor and enforce school zone speed and may, in the future, desire to monitor and enforce red light violations or other traffic movements and to issue citations for traffic violations.</p>	
Motion:	Councilman Bibb moved for the approval
Second:	Councilman Lauritsen
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Citizen Comments: Gwendolyn Smith, Antoinette Davis, Rita Simon, Melvin Thorpe, Alex Eli-Pierre, Wayne Tyson, Daryl Vinning, Christina Wright.

Executive Session – Mayor Patrick requested a motion to enter into an executive session to Real Estate and Personnel. Councilman Lauritsen motioned for Executive Session for Real Estate and Personnel. Councilman Lashley seconded the motion. Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval of the executive session. The regular council meeting was suspended at 6:27 pm, and the governing body convened into executive session at 6:38 pm; the executive session ended at 7:17 pm. The regular meeting convened at 7:20 pm. The City Clerk is in possession of the executive session minutes.

Mayor Patrick made a motion to reconvene the meeting with amending the agenda to add Action Item #10 – Purchase and Sale Agreement. Councilman Lashley motioned for the amendment to the agenda. Councilman Bibb seconded the motion. Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 10	Resolution – Purchase/Sale Agreement
<p>A resolution that the Mayor and Council of the City of Warner Robins authorize Mayor LaRhonda Patrick to execute a Purchase and Sale Contract with WBL Development, LLC for all that tract or parcel of land lying and being in Houston County, Georgia, described in Deed Book 6974, Page 299 and being commonly known as 101, 105, 107, 111 and 0.07 acre identified as Parcel # 0W027B 005000.</p>	
Motion:	Councilman Lashley moved for the approval
Second:	Councilman Curtis
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Adjournment: 7:38 pm

Next Regular Council Meeting: Monday, November 7, 2022



Mandy Stella
City Clerk