



# City of Warner Robins City Council Meeting Minutes

---

Tuesday, June 21, 2022

5:30 PM

Council Chambers

---

**Presiding:** Mayor LaRhonda W. Patrick

**City Officials Present:**

Councilman Keith Lauritsen  
Councilman Kevin Lashley  
Councilman Charlie Bibb

Councilman Larry Curtis  
Councilman Derek Mack

**City Officials Absent**

Councilman Clifford Holmes

**Regular Meeting of Warner Robins City Council**

**Call to Order:** 5:33 p.m.

**Adoption of the Agenda:** Councilman Lauritsen moved to adopt the agenda with the amendments of: Remove item #5 off the purchasing bid sheet (Consent Agenda; Action item #3A); change Action Item # 4 to be read by Councilman Bibb; remove Action Item #7 – Ordinance – City of Warner Robins Classification Plan and to move Citizen Comments before Executive Session. Councilman Bibb seconded the motion. Councilmen Mack, Bibb, Lauritsen, Lashley and Curtis voted for adoption of the agenda.

**Opening Prayer:** Dr. Levi Rozier; Harvest Builders Worship Center

**Pledge of Allegiance:** Houston County High School AFJROTC

**Announcements:** Mayor Patrick recognized several events that have taken place over the last several days: 1<sup>st</sup> day of summer; Flag Day; Women Veterans Day; Juneteenth. She also mentioned the public hearing in reference to the budget that took place earlier in the day and let the public know of the next hearing. (June 30 at 5:00 p.m.). She also noticed the public of a special called meeting to adopt the FY23 budget that will be held on June 30, 2022 at 6:00 p.m.

**Proclamations/Awards/Presentations:**

- Warner Robins Police Department – Citizens Police Academy
- Employee Service Awards
  - Robert Hauck – 5 years
  - Lisa Jones – 30 years
  - Holly Gross – 30 years

**Action Items:**

<b>Action Item 1</b>	<b>Presentation of Minutes from the Regular Meeting of June 5, 2022.</b>
The minutes of the Regular Meeting of June 6, 2022 were presented for approval.	
<b>Motion:</b>	Councilman Lashley moved for the approval of the minutes for regular meeting of Monday, June 6, 2022.
<b>Second:</b>	Councilman Curtis
<b>Outcome:</b>	Councilmen Mack, Lauritsen, Lashley and Curtis voted for approval. Councilman Bibb abstained.

<b>Action Item 2</b>	<b>Formal Public Comments Pertaining to Current Agenda Items</b>
<b>Motion:</b>	N/A
<b>Second:</b>	N/A
<b>Outcome:</b>	N/A

<b>Action Item 3</b>	<b>Consent Agenda</b>
<ul style="list-style-type: none"> <li>A. Purchasing Bids</li> <li>B. Resolution – Employee Promotions</li> </ul>	
<b>Motion:</b>	Councilman Mack moved for the approval of the consent agenda.
<b>Second:</b>	Councilman Bibb
<b>Outcome:</b>	Councilmen Mack, Bibb, Lauritsen, Lashley and Curtis voted for approval.

<b>Action Item 3 (A)</b>	<b>Purchasing Bids</b>
Purchasing Bid List item, attached hereto, were presented for approval. 6 items	

Action Item 3 (B)	Resolution – Employee Promotions
<p>The following employees are recommended for promotion by their respective departments:</p> <p>WHEREAS, the Mayor and City Council deem such recommendations beneficial, NOW, THEREFORE, BE IT RESOLVED that these promotions be approved as follows:</p> <ul style="list-style-type: none"> <li>• Robert Harris, promoted from Utilities Servicer, Job Class #968, Grade 10, Utility Department, to Code Enforcement Official, Job Class #845, Grade 14, Building and Transportation Department, to be effective June 27, 2022.</li> <li>• Ryan Woodyard, promoted from Grounds Maintenance Crew Leader, Job Class #13, Grade 14, Recreation Department, to Recreation Grounds Superintendent, Job Class #705, Grade 18, Recreation Department, to be effective June 27, 2022.</li> </ul>	

Action Item 4	Resolution – Georgia Municipal Association; Employee Training
<p>A resolution of the Mayor and Council of the City of Warner Robins authorize Mayor LaRhonda Patrick to execute the attached contract with Georgia Municipal Association, Inc., for consulting services provided to the City of Warner Robins to include employee training.</p>	
<b>Motion:</b>	Councilman Bibb moved for the approval.
<b>Second:</b>	Councilman Curtis
<b>Outcome:</b>	Councilmen Mack, Bibb, Lauritsen, Lashley and Curtis voted for approval.

Action Item 5	Ordinance #23 – 22 – Chapter 5-78 Amendment (Impound Fees)
<p>ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS, GEORGIA, AMENDING CHAPTER 5, ARTICLE 11, SECTION 5-78 OF THE CITY CODE REGARDING IMPOUNDMENT.</p> <p>WHEREAS, the Warner Robins Police Department has recommended an amendment to Chapter 5 regarding Impoundment and the mayor and city council deem such amendment to be in the best interest of the City.</p> <p>IT IS HEREBY ORDAINED, by the governing authority of the City of Warner Robins as follows:</p>	

NOW, THEREFORE, IT IS HEREBY ORDAINED by the governing authority of the City of Warner Robins amend Section 13 of the city code as follows:

-1-

City code section 5-78 shall be deleted in its entirety and the following inserted in lieu thereof:

Sec. 5-78. Impoundment fee.

- (a) All fees for impoundment under this article shall be set from time to time by the mayor and council. Impoundment fees are separate and distinct from penalties for violations of any part of this chapter.
- (b) Effective July 1, 2022 impoundment fees shall be as follows:
  - (1) First offense, fifty dollars (\$50.00).
  - (2) Second offense for the same animal, one hundred dollars (\$100.00).
  - (3) Third and subsequent offense for the same animal, one hundred and fifty dollars (\$150.00).

(Ord. No. 32-17, § 1(Exh.), 6-19-17)

-2-

If any ordinance, or part thereof, of the City of Warner Robins is in conflict herewith, this ordinance shall have preference. If any provision of this ordinance are held invalid, such invalidity shall not affect any of the other provisions which can be given effect without the invalid provision, and, to this end, the provisions of this ordinance are declared to be severable.

<b>Motion:</b>	Councilman Lauritsen moved for the approval of Ordinance #23-22 and to waive the second reading.
<b>Second:</b>	Councilman Bibb
<b>Outcome:</b>	Councilmen Mack, Bibb, Lauritsen, Lashley and Curtis voted for approval.

<b>Action Item 6</b>	<b>Ordinance #24-22 – FY2023 Budget/First Reading</b>
----------------------	---

WHEREAS, the Mayor of the City of Warner Robins has prepared and submitted to the City Council a line-item budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023; and,

WHEREAS, the Mayor and Council have studied and revised the proposed budget, and it is in the best interest of the City that the budget be adopted,

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Warner Robins that the annual budget for the general government for the fiscal year beginning July 1, 2022 and ending June 30, 2023, attached hereto and made part hereof, for the funds and amounts referenced as follows are hereby approved and adopted:

**FY 2023**

**Budget, All Funds**

Fund	Budgeted Expenditures	Transfers to Other Funds	Total Expenditures and Transfers Out
General Fund	53,835,501	\$0	\$53,835,501
General Fund New Initiatives	1,250,000	\$0	\$1,250,000
Capital Projects Funds	17,947,049	\$0	\$17,947,049
Capital Projects Funds New Initiatives	650,350	\$0	\$650,350
Sanitation Enterprise Fund	\$8,974,800	\$0	\$8,974,800
Water and Sewer Enterprise Fund	\$19,305,006	\$1,895,506	\$21,200,512
Natural Gas Enterprise Fund	\$27,722,519	\$2,320,716	\$30,043,235
Storm Water Drainage Enterprise Fund	\$2,544,796	\$0	\$2,544,796
Storm Water Drain. Ent Fd New Initiatives	237,000	\$0	237,000
Special Revenue Funds	3,610,764	964,250	\$4,575,014
Special Revenue Funds New Initiatives	2,605,092	\$0	\$2,605,092
<b>Total Expenditures, All Funds</b>	<b>\$138,682,878</b>	<b>\$5,180,472</b>	<b>\$143,863,350</b>

BE IT FURTHER ORDAINED that during the fiscal year of July 1, 2022 to June 30, 2023, the General Fund shall receive transfers of \$781,250 from the Tourist Allocation Board (TAB); \$183,000 from the Rental of Motor Vehicles; \$1,895,506 from the Water and Sewer Enterprise Fund; and \$2,320,716 from the Natural Gas Enterprise Fund.

BE IT FURTHER ORDAINED that the Budget shall be amended so as to adapt to changing governmental needs during the fiscal year as follows:

- (1) Any increase in appropriations in any Fund for any Function/Department, whether through a change in Anticipated Revenues in any Fund or through a transfer of appropriations among Functions/Department, in excess of the approved budget shall require an ordinance of Mayor and Council authorizing said funds to be expended, except in the case of insurance reimbursements for vehicle collisions and other equipment losses, and reimbursements of materials purchased from the City of Warner Robins, in which instance the Chief Financial Officer’s Office is granted authority to allocate funds to the appropriate Function/Department line item from insurance proceeds, or from

reimbursement of materials, for the replacement or repair of damaged equipment items, and for replacement of materials;

- (2) In the event of receipt of un-budgeted grant revenues, the Chief Financial Officer’s Office is granted authority to allocate such funds to the appropriate Function/Department line item in order to comply with the purpose of such grant receipts;
- (3) Any transfers of appropriations in any line item can be shifted from one line item to another within each Fund/Function/Department, only by written approval of the Mayor.
- (4) Any transfers from the committed fund balances of the City’s Special Revenue Funds to further the support of those Funds’ purpose shall require written approval of the Mayor.
- (5) Any allocation of the unassigned fund balance of the General Fund’s minimum targeted level, not to exceed the total of one month’s unassigned fund balance, must be returned to its target level within twenty-four (24) months of withdrawal.

BE IT FURTHER ORDAINED that the salaries of municipal employees are not established by the budget, and increase in salaries will only be done according to procedures outlined in the Classification, Salary Administration and Performance Management System.

If any ordinance or part thereof, of the City of Warner Robins is in conflict herewith, this ordinance shall have preference. If any provisions of this ordinance are held invalid, such invalidity shall not affect any of the other provisions, which can be given effect without the invalid provision, and, to this end, the provisions of this ordinance are declared to be severable.

<b>Motion:</b>	Councilman Curtis made the first reading
<b>Second:</b>	N/A
<b>Outcome:</b>	N/A

Action Item 7	Ordinance – City of Warner Robins Classification Plan
<b>Motion:</b>	N/A
<b>Second:</b>	N/A
<b>Outcome:</b>	N/A

Action Item 8	Resolution – IDC – Vendor Policy
<p>A resolution of the Mayor and Council of the City of Warner Robins authorize Mayor LaRhonda Patrick to relax (waive) fees associated with the 39<sup>th</sup> Annual Independence Day Event hosted by the City of Warner Robins.</p>	
<b>Motion:</b>	Councilman Mack moved for the approval
<b>Second:</b>	Councilman Curtis
<b>Outcome:</b>	Councilmen Mack, Bibb, Lauritsen, Lashley and Curtis voted for approval.

**Citizen Comments:** Keisha Bibbs; Jim Taylor

**Executive Session – Mayor Patrick requested a motion to enter into an executive session to discuss Pending Litigation and Real Estate. Councilman Lauritsen moved for an executive session to discuss Pending Litigation and Real Estate. Councilman Lashley seconded the motion. Councilmen Mack, Bibb, Lauritsen, Lashley and Curtis voted for approval of the executive session. The regular council meeting was suspended at 6:20 pm, and the governing body convened into executive session at 6:30 pm; the executive session ended at 7:20 pm. The regular meeting convened at 7:22 pm with a motion from Councilman Lauritsen, seconded by Councilman Mack. Councilmen Mack, Bibb, Lauritsen, Lashley and Curtis voted for approval. The City Clerk is in possession of the executive session minutes.**

**Adjournment:** 7:30 pm

**Next Regular Council Meeting:** Tuesday, July 5, 2022



Mandy Stella  
City Clerk