

City of Warner Robins
Draft Pre-Council Agenda January 06, 2020
Council's Chamber

4:30 p m

Council Agenda January 06, 2020
Council's Chamber
5:30 p m

Mayor Officially Opens Meeting

Opening Prayer Led by Councilman – **Mayor Toms**

Pledge of Allegiance by Councilman – **Lee**

Pre – Council Items:

- ◆ Mick Driggers - Requesting sewer for a piece of property he owns.
- ◆ Formal Public Comments Pertaining to Current Agenda Items

Swearing in of Elected Officials – The Honorable Superior Court Judge Edward D. Lukemire

Mayor Calls Meeting to Order -

Adoption of the Agenda: Motion –
Second –

Proclamations/Awards/Presentations: N/A

1. Approval of Minutes from Regular Meeting of December 16, 2019 – **Lauritsen**
2. Purchasing Bids – **Holmes**
3. Resolution City Promotions/Fourth of July Celebration - **Curtis**

Citizens Comments

Council Comments

Mayor's Comments

Adjourn

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Formal Public Comment – Speaker Protocol

The City of Warner Robins has identified this portion of the meeting to allow individuals an opportunity to formally address specific item(s) on the agenda for this meeting. The Mayor will recognize the speaker at the appropriate time and ask him/her to come forward to the podium. The City Council members may ask the speaker questions and/or engage in dialogue if they choose, but the speaker should not have an expectation that a question and answer format will occur. During this public comment section, persons shall be permitted to speak for three (3) minutes. When that time period has expired, the mayor shall direct the person speaking to cease. A second request from the mayor to cease speaking shall be cause for the removal of the speaker. Any person making personal, impertinent, profane, or slanderous remarks, or who becomes boisterous while addressing the city council or who otherwise violates any of the above-mentioned rules while attending a council meeting shall be removed from the room at the direction of the mayor, and the person shall be barred from further audience before the council during that meeting. If the mayor fails to act, any member of the council may move to require the mayor to act. If so directed by the mayor or an affirmative vote of the majority of the council, the offending person shall be removed.

Informal Public Comment – City Council Agenda Protocol

The City of Warner Robins believes that any member of the general public should be afforded the opportunity to address the City Council provided that designated rules are followed by the speaker. Any member of the public who wishes to address the City Council and offer public comment may do so during the Informal Public Comment period of the meeting. These rules will govern; if silent, most recent edition of Robert's Rules of Order shall apply. Elected officials shall preserve order and decorum. City officials or employees shall not respond to questions posed during a meeting. Citizens shall conduct themselves with propriety and decorum. Unauthorized remarks from the audience, stamping of the feet, whistles, yells, and similar demonstrations shall not be permitted. Placards, banners, signs, pamphlets, flyers, or political materials shall not be permitted in the council chambers or conference room, general comments will be received. Persons are urged to limit comments to topics relevant to the operations or business of the City. During the public comment sections of a council meeting, persons shall be permitted to speak for three (3) minutes. When that time period has expired, the mayor shall direct the person speaking to cease. A second request from the mayor to cease speaking shall be cause for the removal of the speaker. Any person making personal, impertinent, profane, or slanderous remarks, or who becomes boisterous while addressing the city council or who otherwise violates any of the above-mentioned rules while attending a council meeting shall be removed from the room at the direction of the mayor, and the person shall be barred from further audience before the council during that meeting. If the mayor fails to act, any member of the council may move to require the mayor to act. If so directed by the mayor or an affirmative vote of the majority of the council, the offending person shall be removed.

Placement on the Agenda

Warner Robins requires that any person who wishes to place a subject on the agenda shall advise the City Clerk's Office and the specified subject matter which he or she desires to place on the agenda no later than 5:00 p.m. on the Wednesday prior to the council meeting. Every member of the public will be given an opportunity to be placed on the agenda once every six (6) months. The request can be done in person, regular mail, fax or e-mail. The request should state the name of the individual(s) desiring to be heard and the subject matter to be presented to City Council. Requests may be referred at the discretion of the City Clerk, to appropriate staff for mediation prior to being placed on the public agenda. Please be advised the request to be placed on the agenda does not entitle the speaker to be added to the agenda.

The City of Warner Robins is endeavoring to be in total compliance with the Americans with Disabilities Act. If you require assistance or auxiliary aids in order to participate at the council meeting please contact the ADA Coordinator, Sherri Windham, at (478) 302-5518 or swindham@wrqa.gov as far in advance of the council meeting as possible. Persons with hearing disabilities can contact the City through the Georgia Relay Service, at (TDD) 1-800-255-0056 or (Voice) 1-800-255-0135.



City of Warner Robins City Council Meeting Minutes

Monday, December 16, 2019

5:30 PM

Council Chambers

Regular Meeting of Warner Robins City Council

Presiding: Mayor Randy Toms

City Officials Present: Councilman Daron Lee
Councilman Keith Lauritsen

Councilman Tim Thomas
Councilman Clifford Holmes
Councilman Larry Curtis

Opening Prayer: Councilman Lauritsen

Pledge of Allegiance: Councilman Curtis

Call to Order: 5:30 p.m.

Citizen Comments: David Reid, Joe Borrows, Rita Simon, Aaron Huffstelter, Rosa Lee Granville, Rutha Jackson, Alan Jackson, Grace Hodges, Alex Talley, Sam Evans, Marvel Lewis, Steve Davison, Rick Caswell, Chuck Shaheen, Sorel Robinson.

Presentation of Proclamations/Awards:

- ◆ Miss Warner Robins Representatives
- ◆ Mayor Toms presented 10-year service awards to James Evans, Martin Steven, Scott Willis with the WRFD and Pam Mullis with Community Development.

Action Items:

Action Item 1	Presentation of Minutes
The minutes of the regular meeting of December 2, 2019 presented for approval.	
Motion:	Councilman Holmes moved to approve the minutes of the regular meeting of Monday, December 02, 2019.
Second:	Councilman Holmes.
Outcome:	Councilmen Lee, Lauritsen, Thomas, Holmes and Curtis voted for approval of the minutes.

Action Item 2 Purchasing Bids	
Purchasing Bid List items, attached hereto, were presented for approval.	
Motion:	Councilman Lee presented and moved for the approval of the bid list. Items one thru eight.
Second:	Councilman Lauritsen.
Outcome:	Councilmen Lee, Lauritsen, Thomas, Holmes and Curtis voted for approval of the bid list.

Action Item 3 Resolution for a Natural Gas Advisor	
The City of Warner Robins owns and operates a natural gas system that brings significant revenue to the City; natural gas is a clean, efficient, and inexpensive source of energy for the City's utility customers and it is in the best interest of the City to extend and expand the system. A Resolution of the Mayor and Council of the City of Warner Robins appoint Charles K. Shaheen III as an unpaid advisor to the City of Warner Robins on natural gas with the charge to make recommendations to expand the system and increase gas revenues.	
Motion:	Councilman Lauritsen moved for the approval of this Resolution.
Second:	Councilman Lee.
Outcome:	Councilmen Lee, Lauritsen, Thomas, Holmes and Curtis voted for approval.

Action Item 4 Resolution Change to City Charter for a City Manager	
A Resolution of the Mayor and Council of the City of Warner Robins as the governing authority of the City deems amendments to the Warner Robins city charter to be necessary and appropriate and by adoption of this resolution endorses introduction of local legislation in the 2020 session of the General Assembly to adopt and implement such changes. The position of City Manager be created. A copy of this resolution be sent by the interim city clerk to each member of the Warner Robins legislative delegation.	
Motion:	Councilman Curtis moved for the approval of this Resolution.
Second:	Councilman Lee.
Outcome:	Councilmen Curtis, Lee, and Thomas voted in favor of the approval. Mayor Toms, Councilmen Lauritsen and Holmes were opposed.

Action Item 5	Resolution Employee Promotions
The following employees were recommended for promotion by their respective departments. ◆ Travis McCallum, promoted from Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to Fire Lieutenant, Job Class #524, Grade 18, Fire Department, to be effective December 16, 2019. ◆ Steven Martin, promoted from Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to Fire Lieutenant, Job Class #524, Grade 18, Fire Department, to be effective December 16, 2019. ◆ Brian White, promoted from Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to Fire Lieutenant, Job Class #524, Grade 18, Fire Department, to be effective December 16, 2019. ◆ Jacob Grube, promoted from Firefighter, Job Class #520, Grade 14, Fire Department, to Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to be effective December 16, 2019. ◆ Jeremy Duncan, promoted from Firefighter, Job Class #520, Grade 14, Fire Department, to Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to be effective December 16, 2019. ◆ Kaleb Allred, promoted from Firefighter, Job Class #520, Grade 14, Fire Department, to Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to be effective December 16, 2019. ◆ Phillip Limrick, promoted from Equipment Operator, Job Class #461, Grade 10, Public Works Department, to Utilities Maintenance Worker III (Sewer), Job Class #920, Grade 11, Utility Department, to be effective December 16, 2019.	
Motion:	Councilman Holmes moved for the for the approval of this Resolution.
Second:	Councilman Thomas.
Outcome:	Councilmen Lee, Lauritsen, Thomas, Holmes and Curtis voted for approval.

Action Item 6	Motion Home Occupation Permits Approvals
The following Home Occupation Permits are recommended for approval by the Planning and Zoning Board: ◆ Kelsey Jackson – 121 Margie Drive, Apt. 2101 – request permission to operate a leather goods and apparel business as a home occupation. ◆ Gloria Colbert – 6080 Lakeview Road, Apt. 1202 – request permission to operate an event planning business as a home occupation. ◆ Jessie Williams – 1027 Corder Road – request permission to operate a painting and pressure washing business as a home occupation. ◆ Joclyn Paulicheck – 119 Stoney Creek Drive – requests permission to operate a photography business as a home occupation. ◆ Rebecca Pate – 113 Kestral Way – request permission to operate a soap making business as a home occupation. ◆ Cornelius Thorpe – 103 Xavier Edwards Drive – request permission to operate a painting business as a home occupation.	
Motion:	Councilman Thomas moved for the for the approval of this motion.
Second:	Councilman Curtis.
Outcome:	Councilmen Lee, Lauritsen, Thomas, Holmes and Curtis voted for approval.

Action Item 7	Motion 2020 Schedule of Planning & Zoning Meetings
The 2020 calendar of regularly scheduled Planning and Zoning meetings were presented for approval.	
Motion:	Councilman Lauritsen moved for the approval of this motion.
Second:	Councilman Curtis.
Outcome:	Councilmen Lee, Lauritsen, Thomas, Holmes and Curtis voted for approval.

Action Item 8	Motion Appointments to the Development Authority of the City of Warner Robins
The Economic Development Department has recommended the following representatives to serve in the vacant seats on the FY2020 Development Authority Board of Warner Robins (DAWR)., and requests that the Mayor and Council of the City of Warner Robins approve of these appointments: 1. Larry Curtis 2. Renotto Solomon 3. Robbin Gosline	
Motion:	Councilman Thomas moved for the approval of this motion.
Second:	Councilman Holmes.
Outcome:	Councilmen Lee, Lauritsen, Thomas, Holmes and Curtis voted for approval.

Action Item 9	Motion Appointments to the Development Authority of the City of Warner Robins
The Economic Development Department has recommended the following representatives to serve in the vacant seats on the FY2020 Redevelopment Agency Board of Warner Robins (RDA)., and requests that the Mayor and Council of the City of Warner Robins approve of these appointments: 1. Lisa Miller 2. Sharon Rogers	
Motion:	Councilman Holmes moved for the approval of this motion.
Second:	Councilman Curtis.
Outcome:	Councilmen Lee, Lauritsen, Thomas, Holmes and Curtis voted for approval.

Action Item 10	Resolution WODA Abatement
A Resolution of the Mayor and Council of the City of Warner Robins as the governing authority of the City presented and discussed the approval of the WODA Tax Abatement. A motion was made and second to approve this resolution with the understanding that all parties subject to (i.e. Federal, State, City, County Commissioners, Houston County Board of Education, any others required agencies and the Department of Nature Resources destination to be transferred) are in agreement to this WODA Tax Abatement. Resolution documents to following upon completion.	
Motion:	Councilman Lee moved for the approval of this Resolution.
Second:	Councilman Holmes.
Outcome:	Councilmen Curtis, Holmes, Thomas and Lee voted in favor of the approval. Mayor Toms, Councilmen Lauritsen were opposed.

Adjournment: 7:15 p.m.

Next Regular Council Meeting: Monday, January 06, 2020

Kim A. Demoonie
Acting City Clerk

CITY OF WARNER ROBINS, GEORGIA

COUNCIL DATE: December 16, 2019

WRITTEN REQUESTS HAVE BEEN SUBMITTED BY THE CITY DEPARTMENTS FOR THE FOLLOWING ITEMS. THE PURCHASING DEPARTMENT RECOMMENDS THE FOLLOWING ITEMS BE ACQUIRED. BY APPROVAL, AUTHORITY IS GIVEN FOR SUPPORTING CONTRACTS TO BE EXECUTED IN ACCORDANCE WITH APPLICABLE PROVISIONS OF THE CITY CODE: (Bid tabulations are attached)

BID NUMBER / ITEMS	VENDOR	COST	ACCOUNT NO. / BUDGET	COMMENTS
1) HDPE Pipe Bid No.: PW-4277	Ferguson Waterworks Macon, GA	\$6,704.40 See attachment #1	61 54063 / \$166,357.20 Remaining PUBLIC WORKS – New Projects	
2) Flooring for offices in Vehicle Maintenance Bid No.: PW-4278	Flooring Specialist Bonaire, GA	\$7,380.00 See attachment #2	61 52144 / \$29,368.38 Remaining PUBLIC WORKS / Stormwater – Repairs & Mntce by Vendor	
3) RENEW OpenGov Software Services 2 nd Year SWC #: 99999-SPD0000060-0003	OpenGov / Shi International Somerset, NJ PROFESSIONAL SERVICES	\$66,291.21	1535 52041 / \$144,959.12 Remaining INFO SYSTEMS – Software & Support	Contract Period: December 01, 2019 – November 30, 2020 <i>Budget Planning, Operational Performance, Citizen Engagement & Standard Integrations.</i>
4) Insurance Claim for accident at Russell Pkwy & Booth Rd	Bass Signal Corp Milledgeville, GA	\$11,600.00	4270 52144 / \$51,635.75 Remaining BLDG & TRANSPORTATION – Repairs & Mntce by Vendor	
5) Lenovo T490 Laptops Bid No.: IT-4279	Southern Computer Warehouse Atlanta, GA	\$5,725.14 See attachment #3	1535 54125 / \$39,173.03 Remaining INFO SYSTEMS – Computer Equip	

BID NUMBER / ITEMS	VENDOR	COST	ACCOUNT NO. / BUDGET	COMMENTS
6) 24’ x 40’ Pavilion at Law Enforcement Center Bid No.: R-3995	Apollo Quality Buildings Centerville, GA	\$31,500.00	1401 53100 POLICE – Condemned Funds – State	Piggy back off previous pavilion bid.
7) Professional Civil Engineering Services for the RE-DESIGN of the Municipal Court Renovations	Bryant Engineering, LLC Perry, GA PROFESSIONAL SERVICES	\$6,202.50	2650 54101 / To be reimbursed from bond proceeds. MUNICIPAL COURT – Building & Improvements	
8) Workers’ Compensation Audit	Gallagher Benefit Services Rolling Meadows, IL	\$10,253.00	003 55202 / \$113,338.00 Remaining HR - Stop Loss Insurance Premiums	

**STATE OF GEORGIA
CITY OF WARNER ROBINS**

RESOLUTION

BE IT RESOLVED by the Mayor and Council of the City of Warner Robins that the Mayor is authorized to execute an agreement with Hubhub! Productions, Inc. at a cost of \$8,000 to provide consulting services for the 2020 Independence Day Celebration. This expenditure shall be charged to account 020 018 07540 52322 City Promotions /4th of July Celebration.

This 6th day of January, 2020.

By: _____
Randy Toms, Mayor

ATTEST:

Kim Demoone, Interim City Clerk



HUBBUB! PRODUCTIONS CONSULTING SERVICES AGREEMENT

This document will serve as a consulting services agreement between Hubbub Productions, Inc. and the City of Warner Robins in regards to the July 2, 2020 Independence Day Celebration (IDC) event.

Hubbub! Music Services:

Hubbub! to provide to client consulting and quarterbacking services including, without limitation;

- Production Manager services to include bidding of staging, sound, lights and video, to liaise with chosen vendor in establishing expectations and timelines and to manage on-site execution of services.
- Talent Buyer services to include vetting available artists, to negotiate and execute contracts, to liaise with talent in advance to communicate expectations and timelines and to manage on-site experience.
- Stage Manager to include establishing event timeline, to liaise with Production, Talent and Media to communicate event timeline including performances and other ancillary production elements.
- To work with Warner Robins event staff and other vendors to identify and establish policies and procedures for securing backstage areas for production and talent.
- To set up and maintain rider requirements and green room areas for Talent.
- Consulting fee includes support staff.

Term: The term of this agreement shall be January 15, 2020 through July 3, 2020.

Compensation:

- **Project Fee:** Hubbub! to be paid an \$8,000.00 project fee with payments of \$2,000.00 due the 1st of each month, April-May-June, 2018, and \$2,000.00 immediately following the event.

Expenses:

Client agrees to reimburse consultant for any-and-all expenses incurred on client's behalf.

Non-Exclusive Engagement of Consultant

Client understands that consultant's services hereunder are not exclusive to client, and consultant shall at all times be free to perform similar services for others, as well as to engage any and all other business activities.

For Hubbub! Productions: Tod Elmore

Date: 12/18/2019

For Warner Robins: Randy Toms

Date: _____

APPROVED AS TO
FORM AND CONTENT

CITY ATTORNEY
12-19-19