

City of Warner Robins
Draft Pre-Council Agenda April 1 2019
Council's Chamber
4:30 p m
Draft Council Agenda April 1, 2019
Council's Chamber
5:30 p m

Mayor Officially Opens Meeting

Opening Prayer Led by Councilman Thomas

Pledge of Allegiance by Councilman Lauritsen

Pre – Council Items:

- Family Promise
- Energy Savings Performance Contract/Schneider Electric – William Mulkey
- Executive Committee of the Warner Robins Convention & Visitors Bureau introduces consultant Bill Geist.

Closed Session – Personnel

Mayor Calls Meeting to Order

Adoption of the Agenda: Motion –
Second –

Proclamations/Awards/Presentations:

- Introduction of recently sworn in Officers Elizabeth Smith, James Easterling, Nigel Lindsey, and Joshua Luvane
- Proclamation: Supermarket of Veterans Benefits Day
- Proclamation: World Autism Awareness Month

1. Approval of Minutes from Regular Meeting of March 18, 2019 – Lee
2. Formal Public Comments Pertaining to Current Agenda Items
3. Purchasing Bids – Curtis
4. Ordinance – City Classification Plan- Lauritsen
5. Ordinance – Budget Transfer Storm Water Drainage/The Walk at Sandy Run-Thomas
6. Resolution – Employee Promotion – Holmes
7. Resolution – City Promotions/Fourth of July Celebration - Lee

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@wrga.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.

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Citizens Comments
Council Comments
Mayor's Comments
Adjourn

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.

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CONVENTION & VISITORS BUREAU

MEMO

March 25, 2019

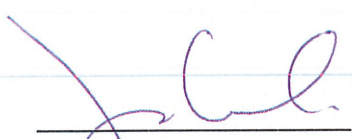
TO: Mayor Randy Toms**FROM:** Warner Robins Convention & Visitors Bureau**RE:** Agenda Item for April 1, 2019 Pre-Council meeting

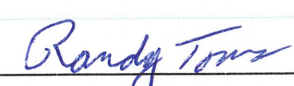
The Executive Committee of the Warner Robins Convention & Visitors Bureau requests time to introduce consultant Bill Geist as an agenda item at the end of the April 1, 2019 meeting. Mr Geist will be in Warner Robins April 1 (arriving after 5pm) through Wednesday, April 3. The purpose of his return visit is to meet with the existing CVB Board and new members for Board orientation and training; and to be the guest speaker at the Museum of Aviation for the monthly Historic Heartland Travel Association meeting which will have people visiting from as far away as Athens. That meeting is open to the public.

Having Mr. Geist on the agenda is simply an introduction as a courtesy to Mayor and Council, since most have not met him before. If any Council members wish to ask him questions, he will be available the next day, Tuesday morning.

Thank you.

APPROVED



Jen Colvin, Southeast Little League
WR-CVB Chair

Mayor Randy Toms

Cc: Kathy Opitz, City Clerk



City of Warner Robins
City Council Meeting
Minutes

Monday, March 18, 2019

5:30 PM

Council Chamber Room

Regular Meeting of the Warner Robins City Council

Presiding: Mayor Randy Toms

City Officials Present:

Councilwoman Carolyn Robbins
Councilman Clifford Holmes
Councilman Daron Lee

Councilman Larry Curtis
Councilman Keith Lauritsen
Councilman Tim Thomas

Absent: Councilman Keith Lauritsen arrived at 5:39 pm

Opening Prayer: Councilman Thomas

Pledge of Allegiance: Councilman Lee

Call to Order: 5:31 pm

Adoption of the Agenda: Councilman Thomas moved to adopt the agenda. Councilman Holmes seconded the motion. Councilwoman Robbins, Councilmen Curtis, Holmes, Lee, and Thomas voted for adoption of the agenda.

Proclamations, Awards and Presentations:

- Mayor Toms read a proclamation proclaiming April 22 – 26, 2019 as Community Development Week.
- Mayor Toms read a proclamation proclaiming April 2019 as National Fair Housing Month.
- Mayor Toms presented Employee Service Awards to the following employees for their loyal and dedicated service to the City: Keenan Henderson/Police Department for 5 years of service; David Haslem/Public Works Department for 30 years of service; Maggie Leverette/Police Department for 30 years of service; and William Meeks/Utility Department for 35 years of service.

Action Items:

Action Item 1	Presentation of Minutes
The minutes of the last regular meeting of March 4, 2019 were presented for approval.	

Motion:	Councilman Curtis moved to approve the minutes of the regular meeting of March 4, 2019.
Second:	Councilman Holmes.
Motion:	Councilmen Holmes amended the motion to approve the minutes with the necessary corrections.
Second:	Councilman Curtis.
Outcome	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval of the amendment.
Outcome:	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval of the amended motion to approve the minutes.

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

Action Item 3	Annexation – JTS Realty Investments/1.299 acres/SW Corner of Chilton Pl. & Button Dr.
Ordinance #04-19 of the Mayor and Council of the City of Warner Robins, annexing Land Lot 189 of the Tenth (10th) Land District of Houston County, Georgia, being known as a tract of land designated as “1.299 Acres (Vacant)” according to a plat of survey entitled “Subdivision Survey for Lieus,” prepared by John W. Wilkes, Georgia Registered Land Surveyor No. 2738, dated December 14, 2018. Said plat is hereby incorporated herein for all purposes. The property is located on the Southwest corner of Chilton Place and Bitten Drive. A zoning request for same property of C-2 [General Commercial] [City].	

Motion:	Councilman Lauritsen moved for the adoption of Ordinance #04-19, moved to waive the second reading of Ordinance #04-18 and moved for approval of Ordinance #04-19.
Second:	Councilman Lee.
Outcome:	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval.
Motion:	Councilman Lauritsen moved to approve the zoning request C-2 [General Commercial] [City].
Second:	Councilwoman Robbins.
Outcome:	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval.

Action Item 4	Resolution – Surplus Property Sale/WRPD
A Resolution of the Mayor and Council of the City of Warner Robins recommending that one Glock Model 17 – 9 mm – S/N GFD955 and one Glock Model 19 – 9 mm – S/N BAXN700 are no longer needed for public use or has become unusable for the purpose intended and it is in the best interest of the City of Warner Robins that said items be declared surplus property, and that said property shall be sold in accordance with the laws of the State of Georgia.	
Motion:	Councilman Thomas moved to approve the Resolution
Second:	Councilman Curtis.
Outcome:	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval.

Action Item 5	Appointment – Keep Warner Robins Beautiful (KWRB) Board of Directors
The KWRB Board of Directors has recommended the following to serve on the Board of Directors, and requests that the Mayor and Council of the City of Warner Robins approve of this appointment:	
Larry Oliver, Hospitality, term ending November 18, 2021	
Motion:	Councilman Lee moved to approve this motion.
Second:	Councilwoman Robbins.

Outcome:	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval of the appointment.
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Action Item 6	Keep Warner Robins Beautiful (KWRB) Board of Directors
Mayor and Council presented a change to the Keep Warner Robins Beautiful (KWRB) by-laws. The change are follows: Article II SECTION 5: FINANCE COMMITTEE Add "Executive Director" as committee member. SECTION 6: OFFICERS Add "Immediate Past Chairman" as officer. Article IV SECTION 7: ELECTION OF OFFICERS Allow flexibility of Nominating Committee election by adding month of April Eliminate two-year service restriction. Require board to vote on sale within thirty (30) days of presentation by the Nominating Committee Article VII Fill in adoption date, add "by the Warner Robins City County" for authenticity purposes.	
Motion:	Councilman Curtis moved to approve the changes to the by-laws.
Second:	Councilman Thomas
Outcome:	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval by-laws.

Action Item 7	Animal Limitation Waiver Request
Deborah Byrd applied for an Animal Limitation Waiver with the City. The applicant seeks permission to house a maximum of five (5) dogs at her residence 302 Sarah Dr., Warner Robins GA 31093. The applicant states that two of the dogs belong to her brother who is helping her through medical issues.	
Outcome:	Councilman Thomas motioned to approve the waiver for 60 days.

Second:	Councilman Holmes.
Outcome:	Councilman Thomas withdrew his motion to approve and stated they had 30 days to make a decision.
Second:	Councilman Holmes
Outcome:	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval to wait 30 days to make a decision.

Action Item 8	Appeal – Alcohol License Denial
Rosita Antonicelli appealed the decision of denial on her alcohol manager application based on her response to the question on the alcohol application “(h) have you ever been arrested, indicted, or convicted for any offenses by any state, county, municipal or federal authority?”	
Motion:	Councilman Holmes moved to uphold the Police Departments decision to deny Ms. Antonicelli application.
Second:	Councilman Thomas.
Outcome:	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval of the denial.

Action Item 9	Intergovernmental Contract/City of Warner Robins and Downtown Development Authority
A motion was made to approve an Intergovernmental Contract/City of Warner Robins and Downtown Development Authority (DDA) for the City of Warner Robins to designate the DDA as redevelopment agency in the City’s downtown area including the Watson Blvd Tax Allocation District (TAD).	
Motion:	Councilman Lee moved to approve the motion.
Second:	Councilman Holmes.
Outcome:	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval.

Action Item 10	A2D Designate Funding Source for Governmental WAN for new City Buildings
A motion was made to approve fiber connections to be installed by A2D to the Delores Toliver Park and the Economic Development Complex	

Motion:	Councilman Thomas moved to approve the motion.
Second:	Councilman Curtis.
Outcome:	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval.

Action Item 11	Home Occupation Approvals
The following Home Occupation Permits are recommended for approval by the Planning and Zoning Board: - Andrew Dennis, Jr. – 312 Deerfield Circle – requests permission to operate an educational business. - Jasmine Butler – 1485 Leverette Road, Apt. 1707 – requests permission to operate an online retail business. - Floree Mitchell – 1205 Green Street, Apt. 5 – requests permission to operate an auto detailing business.	
Motion:	Councilman Lauritsen moved to approve these home occupation permits
Second:	Councilman Lee.
Outcome:	Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval of these permits.

Action Item 12	City Council Raise – Discussion Only
Councilman Holmes presented to Mayor and Council a proposal to increase Council pay to \$10,000.00 annually for 2020.	
Motion:	N/A
Second:	N/A
Outcome:	N/A

Closed Session: During the regular meeting, Mayor Toms requested a motion to enter into an executive session regarding personnel and attorney-client privilege on a matter of potential litigation. Councilman Thomas moved for an executive session to discuss real estate, litigation and personnel. Councilman Lauritsen seconded the motion. Councilwoman Robbins, Councilmen Curtis, Holmes, Lauritsen, Lee, and Thomas voted for approval of the motion. The regular Council meeting closed at 6:57 pm; the closed

session ended at 7:20 pm. Jim Elliott, City Attorney is in possession of closed session minutes regarding personnel and attorney-client on a matter of potential litigation.

Citizen Comments: Ansel Peck, Susan Mullens, Nathan Mullens, Rita Simon, Katie Gibson, Karen Allen, Jennifer Parson, Alvin Jackson, Harry Lucas, and Virginia Mullally.

Adjournment: 6:57 p.m.

Next Regular Council Meeting: Monday, April 1, 2019.

Kathy Opitz
Assistant City Clerk

Draft

ORDINANCE

WHEREAS, the Mayor makes the following recommendations to the City Council for changes in the City of Warner Robins Classification Plan,

WHEREAS, the Mayor and City Council deem such recommendations beneficial,

NOW, THEREFORE, BE IT ORDAINED that the City Classification Plan be amended as follows:

-1-

Reclassify the position of Automotive Stock Clerk, Job Class #417, Grade 10, Public Works Department, to Automotive Secretary, Grade 11.

-2-

Reclassify the position of Administrative Secretary, Job Class #810, Grade 10, Recreation Department to Recreation Support Worker, Grade 14.

BE IT ORDAINED that this amendment was first read on ____ day of _____, 2019, was adopted this ____ day of _____, 2019 and shall become effective on the first day of the next pay period.

This ____ day of _____, 2019.

CITY OF WARNER ROBINS

By: _____
Randy Toms, Mayor

ATTEST:

Kathy Opitz, Assistant City Clerk

No.: _____
CITY OF WARNER ROBINS
STATE OF GEORGIA

ORDINANCE

BE IT HEREBY ORDAINED by the Mayor and Council of the City of Warner Robins that \$63,000.00 be taken from the Unrestricted Net Assets of the Storm water Drainage Utility Fund and transferred to a line item account to cover soil stabilization site work at The Walk at Sandy Run.

These funds shall be placed in, account number 61.00.04320.54063, New Projects.

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.

The provisions of this ordinance were first read on April 1, 2019 and shall become effective upon adoption on _____, 2019

CITY OF WARNER ROBINS

BY: _____
RANDY TOMS, MAYOR

ATTEST:

KATHY OPITZ, ACTING CITY CLERK

CITY OF WARNER ROBINS
STATE OF GEORGIA

RESOLUTION

WHEREAS, the following employee is recommended for promotion by their respective department,

WHEREAS, the Mayor and City Council deem such recommendation beneficial,

NOW, THEREFORE, BE IT RESOLVED that this promotion be approved as follows:

-1-

Wesley Martin, promoted from Equipment Operator (Sewer), Job Class #912, Grade 10, Utility Department, to Utilities Maintenance Worker III (Sewer), Job Class #920, Grade 11, Utility Department, to be effective April 8, 2019.

This _____ day of _____, 2019

By: _____
Randy Toms, Mayor

ATTEST:

Kathy L. Opitz, Assistant City Clerk

**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 Hubbub! Productions, Inc. at a cost of \$8,000 to provide consulting services for the 2019 Independence Day Celebration. This expenditure shall be charged to account **020 018 07540 52322 City Promotions/4th of July Celebration.**

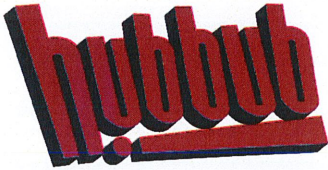
This 1st day of April, 2019.

CITY OF WARNER ROBINS, GEORGIA

By: _____
Randy Toms, Mayor

Attest:

Kathy Opitz, Assistant 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 3, 2019 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 March 1, 2018 through July 4, 2018.

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: 3/18/2018

For Warner Robins: Randy Toms

Date: _____