



City of Warner Robins City Council Meeting Minutes

Monday, June 17, 2024

Immediately Following Pre-Council Meeting

Council Chambers

Presiding: Mayor LaRhonda W. Patrick

City Officials Present:

Councilman Kevin Lashley
Councilman Larry Curtis
Councilman Keith Lauritsen

Councilman Charlie Bibb
Councilman Clifford Holmes

City Officials Absent:

Councilman Derek Mack

Regular Meeting of Warner Robins City Council

Call to Order: 4:56 p.m.

Adoption of the Agenda: Councilman Lauritsen moved to adopt the agenda with the amendment of item #3A – Purchasing Coversheet with the amendment of Item #8 vendor being changed to Krown Sports and the amount updating to \$58,600. Councilman Curtis seconded the motion. Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for adoption of the agenda.

Opening Prayer: All Saints Episcopal Church; Pastor Bonnie Underwood

Pledge of Allegiance: WRFD Assistant Chief; Jason Mock

Announcements:

- Mayor's Health Initiative
- Summer Meeting Schedule Reminder
- Independence Day Celebration Event

Proclamations/Awards/Presentations:

- Proclamation – Men's Health Awareness Month
- Proclamation – PTSD Awareness Month
- Awards – Employee Service Awards
 - Ofc. Timothy Walker – 5 years; Warner Robins Police Department
 - Captain Lee Van Osdol – 30 years; Warner Robins Police Department
- Award – Certified Human Resource Manager Certificate; Melanie Byer
- Awards – WRPD; State Accreditation (Sgt. Matthew Smith and Sgt. Patrick Allen)
- Presentation – Ladies Ministry at Christ Lutheran Church

Action Items:

| Action Item 1 | Presentation of Minutes from the Regular Meeting of June 3, 2024 |
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| The minutes of the Regular Meeting of June 3, 2024 were presented for approval. | |
| Motion: | Councilman Lashley moved for the approval of the minutes for the regular meeting of Monday, June 3, 2024. |
| Second: | Councilman Holmes |
| Outcome: | Councilmen Bibb, Lauritsen, Lashley, Curtis and Holmes voted for approval. |

| Action Item 2 | Formal Public Comments Pertaining to Current Agenda Items |
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| <ul style="list-style-type: none"> Oliver Bateman – Ref: Items #11 & 12 | |
| Motion: | N/A |
| Second: | N/A |
| Outcome: | N/A |

| Action Item 3 | Consent Agenda |
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| <ul style="list-style-type: none"> A. Purchasing Bids B. Employee Promotions C. Home Occupation Permits | |
| Motion: | Councilman Holmes 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 |
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| Purchasing Bid List item, attached hereto, were presented for approval. 11 items | |

Action Item 3 (B) Employee Promotions

The following employees are recommended for promotion by their Department Director, and the Mayor and City Council deem such recommendations beneficial.

- Kevin Sappington, promoted from UT Maintenance Worker I (Sewer), Job Class #916, Grade 08, Utility Department, to UT Maintenance Worker II (Sewer), Job Class #926, Grade 09, Utility Department, to be effective June 24, 2024.
- Carlzwalos Williams, promoted from UT Maintenance Worker I (Sewer), Job Class #916, Grade 08, Utility Department, to UT Maintenance Worker II (Sewer), Job Class #926, Grade 09, Utility Department, to be effective June 24, 2024.

Action Item 3 (C) Home Occupation Permits

The Planning & Zoning Board recommends approval the following applications as submitted.

1. Alyssa Dickey – 500 King Richard Dr. – Mobile Car Wash/Detailing
2. Leondrel Butcher – 321 Donna Dr. – Mobile Detailing
3. Baxter Taylor –110 Tor Dr. – Supply Service/Fasteners
4. Kimberly Moore – 312 Athens St. – Home Daycare

Action Item 4 Ordinance #19-24 – FY2025 Budget – SECOND READING

Ordinance #19-24 of the governing authority of the City of Warner Robins.

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, 2024 and ending June 30, 2025; 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, 2024 and ending June 30, 2025, attached hereto and made part hereof, for the funds and amounts referenced as follows are hereby approved and adopted:

**FY 2025
Budget, All Funds**

| Fund | Budgeted Expenditures | Transfers to Other Funds | Total Expenditures and Transfers Out |
|--------------------------------------|-----------------------|--------------------------|--------------------------------------|
| General Fund | \$68,521,045 | \$0 | \$68,521,045 |
| Capital Projects Funds | \$22,053,449 | \$0 | \$22,053,449 |
| Sanitation Enterprise Fund | \$9,816,800 | \$0 | \$9,816,800 |
| Water and Sewer Enterprise Fund | \$21,342,747 | \$1,895,508 | \$23,238,255 |
| Natural Gas Enterprise Fund | \$19,863,312 | \$2,320,716 | \$22,184,028 |
| Storm Water Drainage Enterprise Fund | \$3,223,139 | \$0 | \$3,223,139 |
| Special Revenue Funds | 8,531,733 | 2,171,875 | \$10,703,608 |
| Total Expenditures, All Funds | \$153,352,225 | \$6,388,099 | \$159,740,324 |

BE IT FURTHER ORDAINED that during the fiscal year of July 1, 2024 to June 30, 2025, the General Fund shall receive transfers of \$878,125 from the Tourist Allocation Board (TAB); \$240,000 from the Rental of Motor Vehicles; \$1,895,508 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.

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| Motion: | Councilman Bibb moved for the approval of Ordinance #19-24. |
| Second: | Councilman Curtis |
| Outcome: | Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval. |

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| Action Item 5 | Resolution – Engage Warner Robins Appointments |
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A resolution the Mayor and Council of the City of Warner Robins, acting pursuant to O.C.G.A. § 36-62-4, appoint the following individuals to the Board of Directors of Engage Warner Robins for the City of Warner Robins:

| Name | Effective Date of Appointment | Term to Expire |
|--------------|-------------------------------|------------------|
| Craig Gordon | June 17, 2024 | October 17, 2027 |
| Peter Tran | June 17, 2024 | October 17, 2025 |

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

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| Action Item 6 | Resolution – FY2024 CDBG Final Statement |
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A resolution to authorize the filing and administration of grant request form. The US Department of Housing and Urban Development.

The City of Warner Robins, through its ongoing planning program, has identified certain neighborhoods which must cope with a disproportionate burden of urban problems. These neighborhoods are located in eastern Warner Robins and formally classified by Resolution as substandard. In 1978, a Citizens Committee established a project priority list as reflected in the Comprehensive Neighborhood Development Plan, to resolve these aforementioned problems on a neighborhood by neighborhood basis.

These projects, however, require funding which is beyond the fiscal ability of the City of Warner Robins. Congress, through Title I of the Housing and Community Development Act of 1974, as amended, has provided a viable mechanism to initiate community improvement. This mechanism is the Community Development Block Grant Program for Entitlement Cities.

IN ORDER TO IMPROVE THE QUALITY OF LIFE within the City of Warner Robins, the MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS, in open session hereby:

- 1) Direct its Department of Community and Economic Development to prepare and file application with all appropriate appendages, assurances, and certifications with the U.S. Department of Housing and Urban Development requesting funding under the Community Development Block Grant Program for Entitlement Cities; and
- 2) Designate and appoint the Mayor and Council Members as agents and delegates of the City of Warner Robins for the purpose of applying for the above described funds; and
- 3) Authorize the Mayor to furnish all relevant information and sign all application forms and papers directly related to obtaining and administering the above grant on behalf of the City; and
- 4) Direct that all monies distributed from the above grant be utilized only for specifically designated and approved projects and further that the monies from said grant be paid out only upon checks and drafts signed by the Mayor and/or Council Members as agents of the City of Warner Robins for the purpose of carrying out said grant.

BE IT FURTHER RESOLVED that LaRhonda Patrick, as Mayor of the City of Warner Robins, is duly authorized to execute this Resolution for the Mayor and on behalf of City Council.

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

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| Action Item 7 | Resolution – Surplus Property (WRPD) |
| <p>A resolution of the Mayor and Council of the City of Warner Robins that the value of each individual item on the said Exhibit “A” is more or less than Five Hundred (\$500.00) Dollars and that said property be sold in accordance with the laws of the State of Georgia.</p> | |

Exhibit A

| Item Description | >\$500.00 | <\$500.00 |
|--|-----------|-----------|
| Xbox 360 Kinect Sensor (SN#: 070717631635) | | X |
| (2) NYKO For Xbox 360 Kinect Power Adaptor (Item#: 86080-H17) | | X |
| Xbox 360 Kinect Sensor (SN#: 034629431635) | | X |
| Canon Vixia HFG20 Camcorder w/Accessories (SN#: 632102501216) | | X |
| Sony HandbyCam DCR-DVD101 w/Accessories (SN#: 3-091-850-01) | | X |
| Canon Vixia HFG20 Camcorder w/Bag and Accessories (SN#: 632102501899) | | X |
| JVC Pro-HD Camera Recorder GY-HM600U w/Bag and Accessories (SN#: 09041203) | | X |
| Stewart & Stevenson Cargo Trailer M1082 (SN#: TL204832BGKT) | X | |
| Harbor Freight Tools Night Vision Scope (SN#: 47894) | | X |

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

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| Action Item 8 | Resolution - Section 1610 City's Personnel Rules and Regulations Amendment |
| <p>Resolution of the the Mayor and Council of the City of Warner Robins approve amendments to Section 1610 of the City's Personnel Rules and Regulations as follows:</p> <p>SECTION 1610. USE OF PERSONAL VEHICLES</p> <p>(a) In order for an employee to use his personal vehicle on city business, prior authorization must be received from the Department Director, or designated supervisor in his absence.</p> <p>(b) (1) Employees who are authorized to use personal vehicles on city business will be reimbursed at the rate specified under Internal Revenue Service Regulations per mile for the use of personal vehicles incurred in carrying out their official duties. They will be required to submit a mileage record giving the date, description of activity, odometer readings and the total miles of any such use.</p> <p>(2) The following positions are authorized, by Mayor and Council, a \$300.00 per month vehicle allowance for daily in-town use, as well as use within 25 miles. Example: Perry and Macon. Part (1)</p> | |

would apply to out-of-town use in excess of 25 miles. This vehicle allowance is available where the authorized position does not already have or does not obtain a city assigned vehicle.

The heads of departments, city attorney and other employees of the city as the mayor may elect.

(3) The city administrator and chief municipal judge are authorized a vehicle allowance if listed in their contracts.

(c) No use of two-wheeled or three-wheeled vehicles under this section will be allowed.

(d) The City is not responsible for repairs to personal vehicles.

(e) Employees using their personal vehicles on city business will be required to wear seatbelts.

To be effective on the pay period beginning the FY2025 budget.

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

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| Action Item 9 | Resolution – License Agreement (Simcox) |
| A resolution to authorize Mayor LaRhonda W. Patrick to execute the License Agreement between Sheron Mark Simcox, the Warner Robins Development Authority d/b/a Engage Warner Robins and the City of Warner Robins, Georgia. | |
| Motion: | Councilman Lashley moved for the approval. |
| Second: | Councilman Holmes |
| Outcome: | Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval. |

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| Action Item 10 | Resolution – Land Transfer to Engage Warner Robins |
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A resolution to authorize the City Attorney’s Office to undertake all necessary steps to effectuate the transfer of ownership of Houston County Tax Parcel ID 0W19D0 010000 located at Plantation Road in Warner Robins, totaling approximately 24.37 acres of property, from the City of Warner Robins to the Development Authority of Warner Robins d/b/a Engage Warner Robins and to authorize Mayor LaRhonda W. Patrick to execute a Quit Claim Deed for the above described transaction.

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

Action Item 11 Motion – Rezoning Petition – FRIENDS OF LYDIA LLC/33.38 acres/Vietnam Veterans Memorial Parkway, south of the intersection of Vietnam Veterans Memorial Parkway and 247 Connector

Rezoning request of “Friends of Lydia, LLC” for property including right of ways totaling 33.38 acres, located at Vietnam Veterans Memorial Parkway, south of the intersection of Vietnam Veterans Memorial Parkway and 247 Connector, also known as tax parcel [052B 070] from R-3[General Residential District] to C-2 [General Commercial District].

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

Action Item 12 Motion – FRIENDS OF LYDIA LLC/40.45 acres, located at Vietnam Veterans Memorial Parkway, south of the intersection of Vietnam Veterans Memorial Parkway and 247 Connector

Rezoning request of “Friends of Lydia, LLC” for property, including all right-of-ways, totaling 40.45 acres, located at Vietnam Veterans Memorial Parkway, south of the intersection of Vietnam Veterans Memorial Parkway and 247 Connector, also known as tax parcel [052B 071] from R-3 [General Residential District] to C-2 [General Commercial District].

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

Action Item 13 Ordinance - #20-24 – Annexation - Johnny Sledge, Randal Sledge, Sherry Hamblin, and Kathy Coghill/17.08 acres/ intersection of Russell Parkway and Sullivan Road

Ordinance #20-24 of the GOVERNING AUTHORITY OF THE CITY OF WARNER ROBINS, GEORGIA, ANNEXING A TRACT OR PARCEL OF LAND CONTIGUOUS TO THE EXISTING CORPORATE LIMITS OF THE CITY, AND FOR OTHER PURPOSES.

WHEREAS, a petition has been received from **JOHNNY SLEDGE, RANDAL SLEDGE, SHERRY HAMBLIN, and KATHY COGHILL**, to annex the property which is more particularly described as follows, to-wit:

All those tracts or parcels of land situate, lying and being in Land Lots 64 and 65 of the 10th Land District, Peach County, Georgia, known and designated as Parcel “A”, consisting of 16.59 acres and Parcel “B”, consisting of 0.49 acre as shown on a plat of survey titled, “Thelma Coghill, et al”, prepared by Story Clarke and Associates, dated October 3, 2017, which is of record in Plat Book 00028, Page 0249, Clerk’s Office, Peach Superior Court. Said plat and the recorded copy thereof are hereby made a part of this description by reference thereto for all purposes.

The property is located at both the East and West side of the intersection of Sullivan Road along the south side of Russell Parkway, Warner Robins, Georgia.

WHEREAS, the said land of **JOHNNY SLEDGE, RANDAL SLEDGE, SHERRY HAMBLIN, and KATHY COGHILL**, may be annexed pursuant to the provisions of the Official Code of Georgia Annotated Section 36-36-20 et seq., said lands being contiguous to the existing corporate limits of the City of Warner Robins and the petitioners being the sole owners of said properties; and

WHEREAS, The City of Warner Robins, relative to its best interest, is desirous of annexing the above-described properties.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Warner Robins, Georgia, and it is hereby ordained by authority of the same, that the petition from **JOHNNY SLEDGE, RANDAL SLEDGE, SHERRY**

HAMBLIN, and KATHY COGHILL, on March 16, 2024, is adopted and approved and said properties are hereby incorporated into the City of Warner Robins, Georgia.

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| Motion: | Councilman Lauritsen moved for the approval of Ordinance #20-24 and to waive the second reading. |
| Second: | Councilman Bibb |
| Outcome: | Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval. |
| Motion: | Councilman Lauritsen moved to rezone the property from R-AG [Residential Agricultural District] [County] to C-2 [General Commercial District] [City] |
| Second: | Councilman Bibb |
| Outcome: | Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval. |

Citizen Comments: Mr. Tom Reynolds, Mr. Michael O'brien, Mr. James Erdmanczyk, Ms. Heather Talton

Adjournment: 6:01 pm

Next Regular Council Meeting: Monday, July 15, 2024



Mandy Stella
City Clerk