

City of Warner Robins
Draft Council Agenda
February 17, 2026
Council Chambers
700 Watson Blvd. Warner Robins, GA 31093
4:30 PM

Opening Prayer Led by – Pastor Damien Walker; WR Church of Christ
Pledge of Allegiance by – VHS AFJROTC--Cadets Lt. Col. Elijah Young and Major Mikaela Alvarado

Mayor Calls Meeting to Order

Adoption of the Agenda:

Motion –
Second –

Announcements:

Proclamations/Awards/Presentations:

- Award – Community Impact Award
- Awards – Employee Service Awards
- Awards – GA Rookie Firefighter and Firefighter of the Year

1. Work Session Items

- February 17, 2026 Agenda Discussion
- Human Resources Policy Consideration – Opioid Antagonist Training and Administration

Executive Session – Pending Litigation

2. Formal Public Comments Pertaining to Current Agenda Items

3. Consent Agenda – **Mack**

- February 2, 2026 Meeting Minutes
- Resolution – Georgia Economic Placemaking Collaborative Grant
- Resolution – CHIP 2024 Contract Amendment; Gilbert & Associates
- Resolution – Ardurra Master Service Agreement Extension
- Resolution – Ballistic Armor Defense & Equipment, LLC
- Resolution – ESG; Amendment No 1 to Task Order No 1
- Purchasing Items
 - General Administration – Glass Doctor; \$17,754.00
 - General Administration – Tyler Software (SaaS); \$580,488.00
 - Utilities – Macon Supply; \$11,254.00

4. Ordinance – Budget Transfer; Building and Inspections – **Holmes**

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, Jessica Bird, at (478) 302-5505 or jbird@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.

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5. Ordinance – Classification Plan Update – **Curtis**
6. Resolution – Road Name Change of Pete’s Way – **Lashley**
7. Resolution – Engage Warner Robins Appointments – **Lauritsen**
 - Oath of Office

Citizen Comments
Council Comments
Mayor’s Comments
Adjourn

DRAFT

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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. 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 12:00 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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City of Warner Robins

OPIOID ANTAGONIST TRAINING AND ADMINISTRATION POLICY

Authorizing Authority: Mayor and Council

Effective Date:

Index as: Opioid Antagonist Training and Administration Policy

Revision Date:

I. Purpose and Intent

Pursuant to the Official Code of Georgia Annotated (OCGA) 31-2A-20, all qualified government buildings and courthouses (as those terms are defined herein) shall maintain a supply of at least three (3) unit doses of opioid antagonists and ensure that such supply is available and accessible during regular business hours and outside of regular business hours for all government entity events. A list of the City of Warner Robins' qualified government buildings and courthouse, maintaining a supply of opioid antagonists, will be maintained and accompany this policy as an attachment.

This Training and Administration Policy is established pursuant to OCGA 31-2A-20(f) and shall be implemented and acknowledged by those employees who are trained by the City of Warner Robins to administer an opioid antagonist. The officials and employees who are designated and/or choose to complete the opioid antagonist administration training are required to read this policy and return a signed copy of the acknowledgment to the Human Resources Department.

II. Policy

A. Definitions

1. **Courthouse** - A building occupied by judicial courts and containing rooms in which judicial proceedings are held, provided that such building contains an automated external defibrillator (AED).
2. **Government Entity** - Any state board, commission, agency, or department, or the governing authority of any county, municipality, or consolidated government, but such term shall not include local school systems, public schools, charter schools, or university buildings.
3. **Opioid** – A class of drugs that derives from, or mimics, natural substances found in the opium poppy plant and includes both prescription medications for pain relief and illegal drugs. Examples of opioids include morphine, codeine, oxycodone, hydrocodone, fentanyl, and heroin.
4. **Opioid Antagonist** - Any drug that binds to opioid receptors and blocks or inhibits the effects of opioids acting on those receptors and that is approved by the federal Food and Drug Administration for the treatment of an opioid related overdose. An opioid antagonist can quickly restore normal breathing to a person if their breathing has slowed or stopped because of an opioid overdose. The most common opioid antagonist is

Naloxone, known by the brand name Narcan, which is available as an injectable or a nasal spray.

5. Opioid Related Overdose - An acute condition, including, but not limited to, extreme physical illness, decreased level of consciousness, respiratory depression, coma, mania, or death, resulting from the consumption or use of an opioid or another substance with which an opioid was combined or that a layperson would reasonably believe to be resulting from the consumption or use of an opioid or another substance with which an opioid was combined for which medical assistance is required.

6. Qualified Government Building - A building in which the governing authority of the City of Warner Robins is housed or regularly meets, provided that such building also contains an AED. In the case of a building that contains an AED, but is not publicly owned, the portion of such building in which such governing authority is housed or regularly meets constitutes the qualified government building.

B. Training Requirement

1. Officials and employees who have been designated by their supervisors and/or those interested in completing the opioid antagonist administration training will contact the Human Resources Director or their designee to schedule the training. It may be delivered in person or electronically.

2. Training for officials and employees must provide details about the City of Warner Robins' location(s) containing a supply of opioid antagonists, as well as information on when and how to administer opioid antagonists. The Georgia Department of Public Health maintains a list of approved videos to assist with such training on its website.

3. Alternate training resources may be used, but such resources will be city-approved and will meet any state requirements.

C. Authority to Administer Opioid Antagonist

1. Any official or employee who has completed the training requirement may administer an opioid antagonist to any person whom the trained individual believes in good faith to be experiencing an opioid related overdose. An opioid antagonist will not cause harm if given to someone who is not experiencing an opioid related overdose.

2. If the trained official or employee has a good faith belief that a person is experiencing an opioid related overdose, that individual should:

- a) Administer an opioid antagonist;
- b) Call 911;
- c) Try to keep the person with a suspected overdose awake and breathing;
- d) Lay that person on their side to prevent choking; and
- e) Stay with that person until emergency assistance arrives.

D. Immunities

1. Per OCGA 31-2A-20(f)(2)(D), Georgia law provides that any trained individual shall be immune from civil liability or professional discipline for any good faith act or omission

to act in the emergency administration of an opioid antagonist to a person believed to be having an opioid related overdose.

2. Provided that an employee, official, officer, agent, contractor, or other individual of the City of Warner Robins receives the required training, the above immunity shall apply. However, good faith does not include willful misconduct, gross negligence, or recklessness.

3. Pursuant to OCGA 31-2A-20(i), the City of Warner Robins shall not be subject to civil liability for damages for any failure to provide an AED or opioid antagonist.

E. Medical Amnesty Law

Georgia's Medical Amnesty law, OCGA 16-13-5, protects a person seeking medical assistance for an opioid overdose either for themselves or for another person. Those people shall not be arrested, charged, or prosecuted for a drug violation if the evidence for the arrest, charge, or prosecution of such drug violation resulted solely from seeking such medical assistance.

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City of Warner Robins City Council Meeting Minutes

Monday, February 2, 2026

4:30 PM

Council Chambers

Presiding: Mayor LaRhonda W. Patrick

City Officials Present:

Councilman Clifford Holmes
Councilman Keith Lauritsen
Councilman Larry Curtis

Councilman Kevin Lashley
Councilman Derek Mack
Councilman Charlie Bibb

City Officials Absent:

Regular Meeting of Warner Robins City Council

Opening Prayer: Pastor William Fambro; ATAP Ministries

Pledge of Allegiance: Cadet Hannah Scarborough; Warner Robins High School JROTC

Call to Order: 4:43 p.m.

Adoption of the Agenda: Councilman Lauritsen motioned to adopt the agenda with the removal of items #5, #6, and #7. Councilman Mack seconded the motion. Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for adoption of the agenda.

Announcements:

Proclamations/Awards/Presentations:

- Proclamation– Arbor Day
- Proclamation-In Honor of Black History Month
- Proclamation-Huntington Middle School Future Business Leaders of America Week

Action Item 1	Work Session Items
Motion:	N/A
Second:	N/A
Outcome:	N/A

Action Item 1 (A)	Discussion of February 2, 2026 Agenda Items
All Items discussed in detail	

Action Item 1 (B)	Houston County Habitat for Humanity
Bill Goggins, Executive Director provided updates on use of ARPA funds that the city provided in December 2024.	

Action Item 1 (C)	Comprehensive Plan; Middle Georgia Regional Commission
Greg Boike; Middle Georgia Regional Commission hosted a public hearing for the updated five year comprehensive plan and took questions from Mayor and Council.	

Executive Session – Pending Litigation- Mayor LaRhonda Patrick requested a motion to amend the agenda and remove Executive Session - Pending Litigation from the agenda. Councilman Lauritsen made a motion to remove the Executive Session – Pending Litigation from the agenda. Councilman Bibb seconded the motion. Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

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

Action Item 3	Consent Agenda
<ul style="list-style-type: none"> A. January 20, 2026 Meeting Minutes B. Resolution – FY27 Fiscal Agent; Houston County Family Connections C. Resolution – Intergovernmental Agreement; Houston County Board of Education (IDC26) D. Resolution – RCS Productions E. Resolution – Aumentum Technologies (Manatron/VCSTax) Legacy Software F. Purchasing Items – Brentwood Services, and Midwest Employers Casualty Company <ul style="list-style-type: none"> I. Public Works-Mid-Georgia Industrial Sales Inc.; \$11,997.00 II. General Administration – MCCI Laserfiche; \$98,518.75 	

III. Utilities – Utility Solutions & Automation, LLC; \$366,302.50	
Motion:	Councilman Bibb moved for the approval of the consent agenda.
Second:	Councilman Lauritsen
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 3 (A)	January 20, 2026 Meeting Minutes
The minutes of the Regular Meeting of January 20, 2026 were presented for approval.	

Action Item 3 (B)	Resolution – FY27 Fiscal Agent; Houston County Family Connections
A resolution for Mayor LaRhonda Patrick to execute contract with the Georgia Department of Human Services designating the City of Warner Robins as fiscal year 2027 agent for Houston County Family Connection, Inc.	

Action Item 3 (C)	Resolution – Intergovernmental Agreement; Houston County Board of Education (IDC26)
A resolution for execution of IGA to help further move along planning of the annual IDC event.	

Action Item 3 (D)	Resolution – RCS Productions
A resolution authorizing the City to enter into an agreement with RCS Productions for services related to the 43 rd Annual Independence Day event.	

Action Item 3 (E)	Resolution – Aumentum Technologies (Manatron/VCSTax) Legacy Software
A resolution to authorize upgrading the tax software program used in the Tax Office to manage and bill property taxes.	

Action Item 3 (F)	Purchasing Items
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Purchasing Items

- I. Public Works – Mid-Georgia Industrial Sales Inc.; \$11,997.00
- II. General Administration – MCCI Laserfiche; \$98,518.75
- III. Utilities – Utility Solutions & Automation, LLC; \$366,302.50

Action Item 4	Resolution – Employee Promotions
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A resolution that these promotions be approved as follows:

- Kevin Thomas, promoted from Utility Locate Crewleader, Job Class #977, Grade 16, Utility Department to Damage Prevention Specialist Supervisor, Job Class #941, Grade 17, Utility Department, to be effective February 2, 2026.
- Jessten Mullis, promoted from Fire Lieutenant, Job Class #524, Grade 18, Fire Department, to Training and Safety Officer, Job Class #528, Grade 20, Fire Department, to be effective February 2, 2026.
- Daniel Sandoval, 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 February 2, 2026
- Eric Howell, promoted from Firefighter, Job Class #520, Grade 14, Fire Department, to Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to be effective February 2, 2026.

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

Promoted staff from the Warner Robins Fire Department were officially pinned.

Action Item 5	Motion – Rezoning Petition – HOCOGA Lands LLC / 2.01 acres / 1278 S. Houston Lake Road / C-2 [General Commercial District] to C-3 [Concentrated Commercial District]
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Motion:	
Second:	
Outcome:	

Action Item 6	Motion – Rezoning Petition – SOHO Crossing LLC/1.01 acres/1280 S. Houston Lake Road./C 2 [General Commercial District] to [Concentrated Commercial District]
Motion:	
Second:	
Outcome:	

Action Item 7	Motion – Rezoning Petition – SOHO Crossing LLC./0.91 acres/Moran Street, east of Houston Lake Rd./C 2 [General Commercial District] to C 3 [Concentrated Commercial
Second:	
Outcome:	
Outcome:	

Action Item 8	Motion – PDR Conceptual Revision; Southland Station Townhomes
<p>Motion to approve the request for PDR Conceptual Revision – Southland Station Townhomes to revert the most recent version (approved 11-25) of this plan (depicting 75 single family detached residential building lots) to the previously approved version, consisting of 150 townhomes.</p>	
Motion:	Councilman Curtis moved for the approval.
Second:	Council Bibb
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 9	Ordinance #03-26 - Annexation – Charles Randall/8.75 acres/North West side of the intersection at Lake Joy Rd. and Duskmooore Dr.
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<p>Motion to approve ordinance #03-26 for annexation requested by Charles Dupree Randle, IV for NW & SW corners of Duskmoore Drive and Lake Joy Road (parcel 000510 36A000) to include all right-of-ways totaling 8.75 acres.</p>	
Motion:	Councilman Mack moved for the approval of Ordinance #03-26 and to waive the second reading.
Second:	Councilman Bibb
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.
Motion:	Councilman Mack motioned to approve the rezoning petition of Charles Randall of 8.75 acres located on North West side of the intersection at Lake Joy Rd. and Duskmoore Drive from R-1 [Single Family Residential District] [County] to R-2 [Single Family Residential District] [City].
Second:	Councilman Bibb
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 10	Ordinance #04-26 – Annexation – Charles Randle/7.45 acres/ South West side of the intersection at Lake Joy Rd.
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<p>Motion to approve Ordinance #04-26 for annexation requested by Charles Randle for annexation of property to include all right-of-ways totaling 7.45 acres located at the southwest side of the intersection at Lake Joy Road and Duskmoore Drive also known as tax parcel 000510 36B000</p>	
Motion:	Councilman Bibb moved for the approval of Ordinance #04-26 and to waive the second reading.
Second:	Councilman Lauritsen
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.
Motion:	Councilman Bibb motioned to approve the rezoning request from Charles Randle for 5.15 acres on the west portion of the property from R-1 [Single Family Residential District] [County] to R-2 [Single Family Residential District] [City] and for 2.3 acres on the east portion of the property facing Lake Joy Road from R-1 [Single Family Residential District] [County] to C-2 [General Commercial District] [City].
Second:	Councilman Mack
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 11	Resolution – Intergovernmental Agreement; Peach County TSPLOST
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A resolution to approve Mayor Patrick to sign Intergovernmental Agreement between Peach County, the cities of Byron, Fort Valley, Perry, and Warner Robins to establish mutual terms and understandings regarding the TSPLOST referendum.

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

Citizen Comments – Mr. Tim Bergl, Mr. Brian Braun

Council Comments

Executive Session – Pending Litigation- Removed from Agenda

Adjournment: 6:51 pm

Next Regular Council Meeting: Tuesday, February 17, 2026

Amy McKinzie
Records Manager

STAFF REPORT

DEPARTMENT: COMMUNITY AND ECONOMIC DEVELOPMENT

SUBMITTED BY: KATE HOGAN

MEETING DATE: FEBRUARY 16, 2026

AGENDA ITEM

GEPC Grant Agreement

The City of Warner Robins has received a \$2,000 grant from Georgia Municipal Association for our participation in the Georgia Economic Placemaking Collaborative.

STAFF RECOMMENDATION

It is our recommendation to execute this grant agreement to further the goals of Economic Placemaking in the City of Warner Robins, specifically the Downtown Development Project Area. This grant will finance the Adopt-a-Box locations at Davis Drive at Thomas Blvd, Green Street at Davis Drive, Davis Drive at Ignico, Davis Drive at Tabor Drive, Davis Drive at MLK, David Drive at Scott Blvd, Davis Drive at Moody Road, and Davis Drive at Russell Parkway.

BUDGET AND PROCUREMENT

Budgeted Item: Yes

Included In Current Operating Budget: Yes

Fiscal Impact: No

Total Project Cost: \$2,471.70

Included In Current Capital Budget: n/a

Appropriations: n/a

Account Title / Number	Dollar Amount
07500.52021	\$471.70

External Funding Sources:

Account Title / Number	Dollar Amount
GEPC Grant	\$2,000.00

ITEM DESCRIPTION

This grant was applied for as a second year participant in the Georgia Economic Placemaking Collaborative. This program is a two year-program offered by the Georgia Municipal Association and the Georgia Cities Foundation to help cities leverage local assets for economic development. It focuses on improving quality of life, community engagement, and creating, implementing, and sustaining a community-driven placemaking plan. This grant will go towards helping fund the first eight traffic boxes as part of the Adopt-a-Box program in Warner Robins. The Adopt-a-Box program aims to create a stronger sense of place by transforming everyday utility boxes into showcases for local artists.

ALTERNATIVES

Utilize the grant for another identified purpose in line with the priorities of GEPC.

ATTACHMENTS

1. GEPC Graduation Project Adopt a Box
2. GEPC Grant Agreement

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WARNER
ROBINS

Adopt-a-Box
Traffic Box Art Wrap Program

Georgia Economic Placemaking
Collaborative (GEPC) Graduation Project

About Adopt-A-Box

Adopt-A-Box is a community art initiative that transforms ordinary utility boxes into vibrant public artworks, celebrating creativity, local identity, and civic pride throughout Warner Robins. Each selected artwork is printed on high-quality, anti-graffiti vinyl and installed in high-visibility locations, turning ordinary infrastructure into meaningful expressions of culture and community. The program also strengthens public art as a tool for beautification, education, and connection.

Theme

A [Theme Inspiration Guide](#) on our website helps artists highlight what makes Warner Robins unique, encouraging concepts related to community, heritage and local environment. All designs are vibrant family-friendly, and reflective of the community's values.



AI Generated image for Davis Dr. @ Tabor Dr.

Community Engagement and Artist Look Book

All selected designs are featured in the Adopt-a-Box Look Book, which serves as a catalog of artwork available for potential sponsors. To ensure fairness and accessibility, the program accepts both digital and hand-painted designs. Artists who paint by hand may use the official template and submit a high-resolution digital copy for review. All artworks in the Look Book are credited to the artist and presented to individuals or organizations interested in adopting a box.

Implementation

A dedicated selection committee guides the Adopt-a-Box program to ensure alignment with city standards and safe installation practices. The panel includes the City's Traffic Signal Analyst, the City Marketing Specialist, Public Works staff and the Community and Economic Development Staff. The Community and Economic Development Department leads the initiative, coordinates logistics, manages funding, and ensures that the program supports broader beautification and placemaking goals. All wraps are professionally printed and installed by the City's vendor.

The Phase One is generously supported by the GEPC Placemaking Grant through the Georgia Cities Foundation. This foundational funding helps launch the project and encourages local businesses, organizations, and individuals to sponsor the remaining traffic boxes.



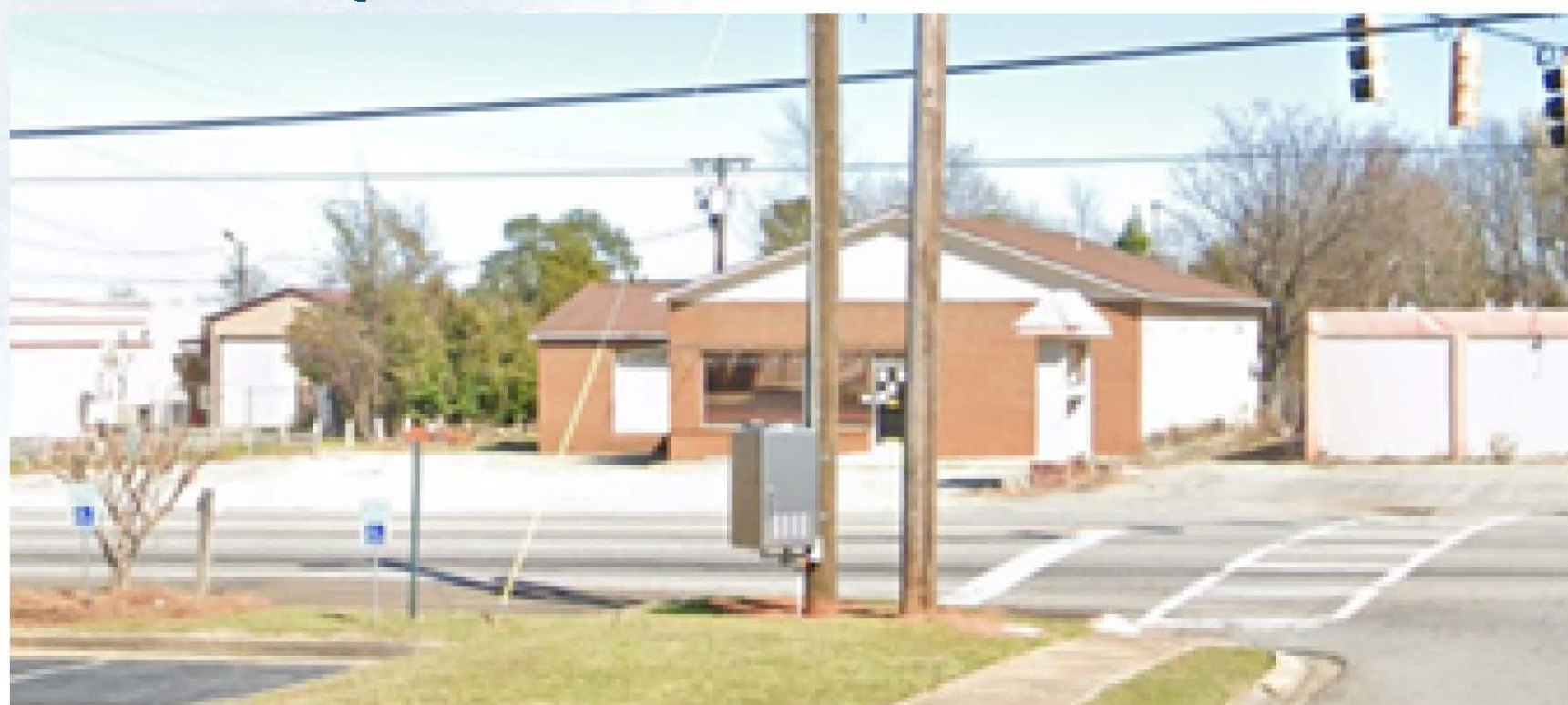
AI Generated image for Davis Dr. @ Thomas Blvd

Community Impact

Beyond beautification, Adopt-a-Box turns traffic boxes into vibrant pops of color that adds character to each area. The project also helps deter graffiti and enhances neighborhood identity. Each design allows the community to make a visible impact on public spaces.

Before Photos and Approved Artwork

Davis Dr. @ Thomas Blvd. "Pollinators of Warner Robins" by Callie Collins



Green St @ Davis Dr. "Artistic Realism" by Akeem Roberts



Davis Dr @ Ignico Dr. "Zinnias" by Cathy Compton



Davis Dr @ Tabor Dr. "Finches" by Marian McLemore



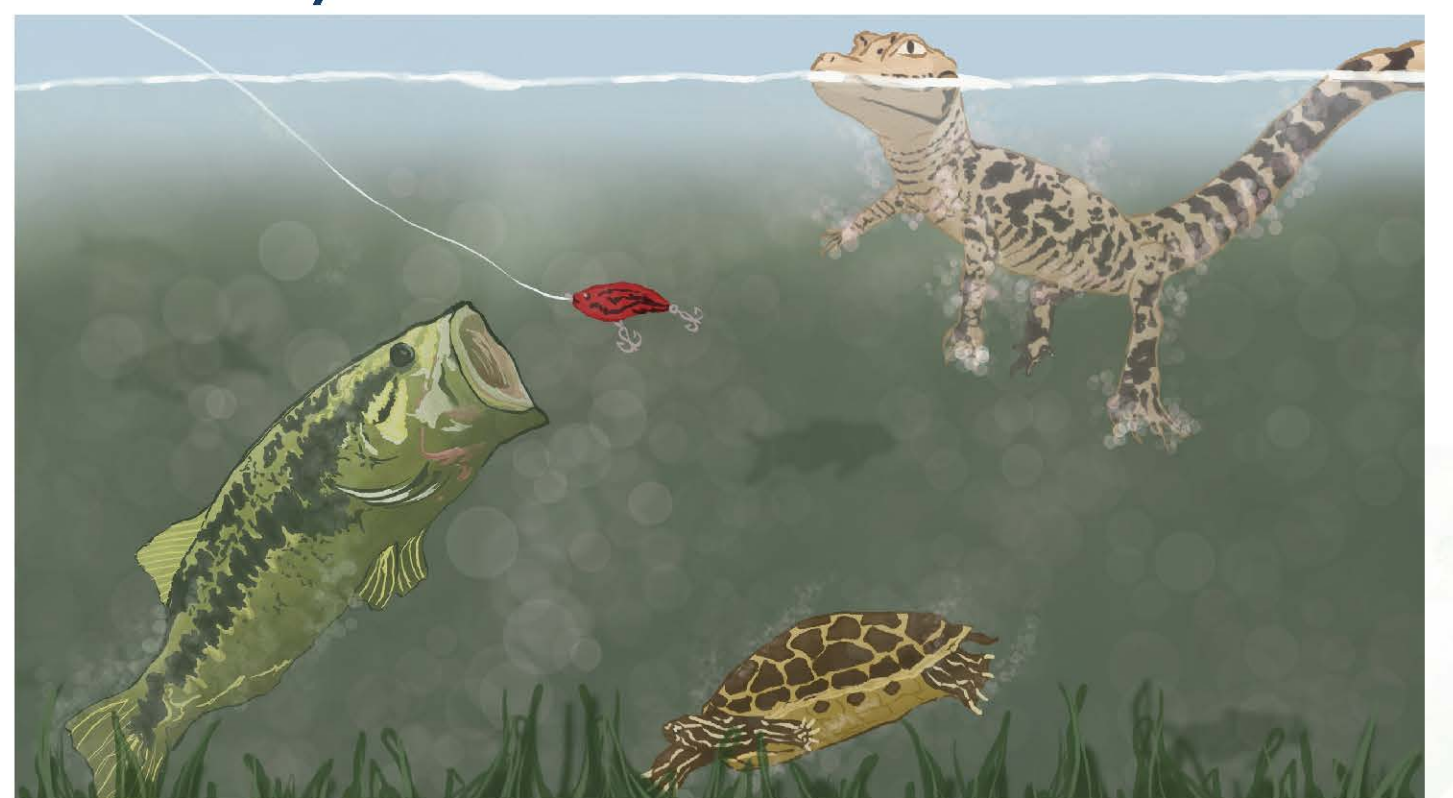
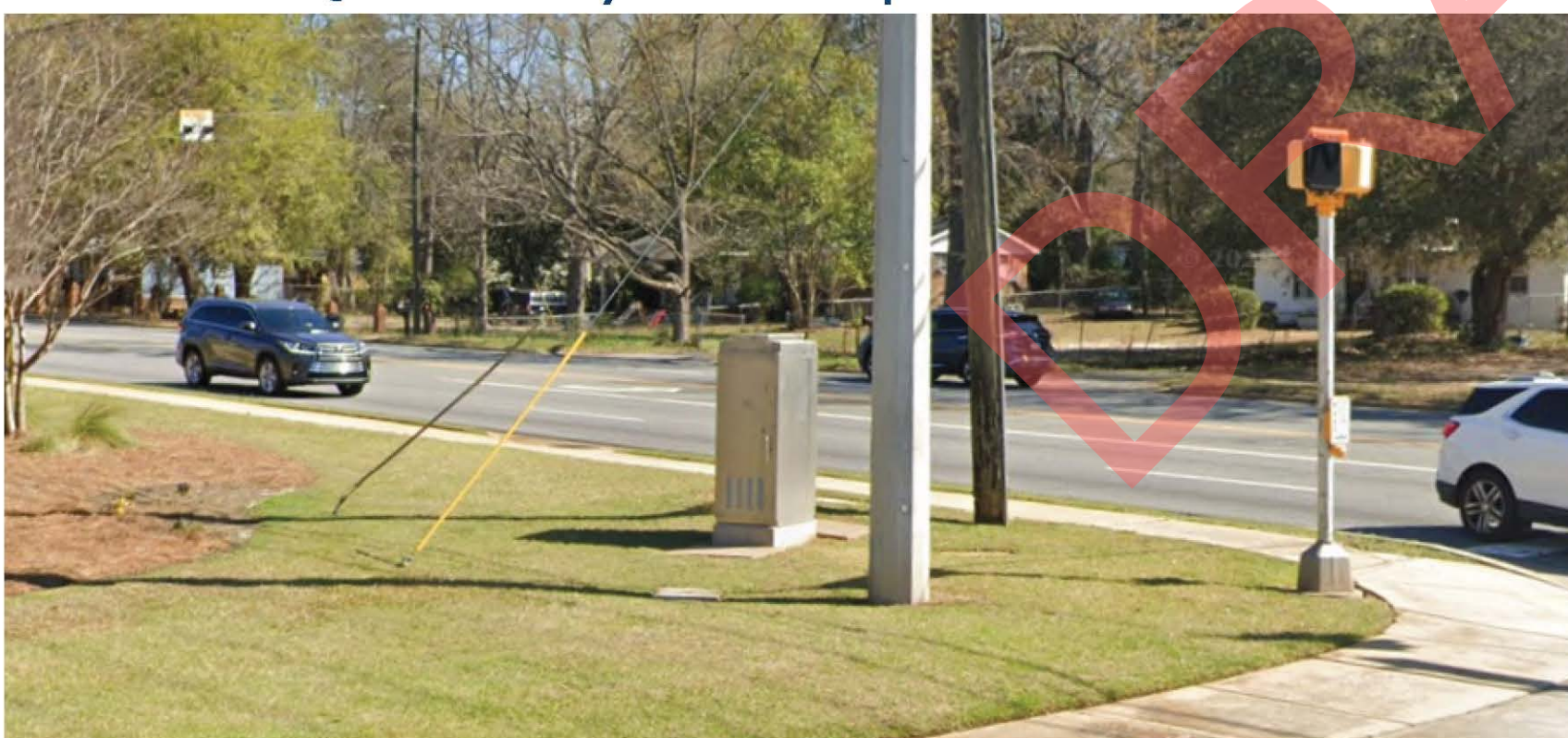
Davis Dr @ MLK Jr. "Street Blues" by Ashley E. Johnson



Davis Dr @ Scott Blvd "Hummingbirds and Bluebirds" by Marian McLemore



Davis Dr @ Moody Rd. "Aquatic Life of Warner Robins" by Callie Collins



Russell Pkwy @ Davis Dr. Untitled artwork by Vibes With Kymori



Cost

Adopt-A-Box Phase 1				
Traffic Box	Art Wrap, Anti-Graffiti Coating and Installation	Quantity	Cost per box	\$2,471.70
Davis Dr @ Ignico Dr	Box B	1	\$240.75	\$240.75
Davis Dr @ MLK JR Blvd	Box A	1	\$422.65	\$422.65
Davis Dr @ Moody Rd	Box A	1	\$422.65	\$422.65
Davis Dr @ Scott Blvd	Box B	1	\$240.75	\$240.75
Davis Dr @ Tabor	Box B	1	\$240.75	\$240.75
Davis Dr @ Thomas Blvd	Box B	1	\$240.75	\$240.75
Green St @ Davis Dr	Box A	1	\$422.65	\$422.65
Russell Pkwy @ Davis Drive	Box B	1	\$240.75	\$240.75

In Kind Cost

Description	Description	Hours Worked (No. of Artwork x No. of Hour worked)	National Value of Volunteer Time	\$1,113.28
Artwork / Designs	no. of artwork * no. of hours worked * \$34.79 National Value of Volunteer time	32	\$34.79	\$1,113.28

Staff Hours	Hours Spent	No. of Staff	Total hours: 52
Community and Economic Development	20	2	40
Traffic Signal Analyst	4	1	4
Marketing	4	1	4
Public Works	4	1	4

Timeline

Phase One

Week	Activity	Responsible	Boxes
	City Admin Approval	City Admin	8 (City-Owned)
1	Grant Awarded	GEPC	
1 to 5	Publish Call for Artists with design guidelines	City Staff	
6	Collect artist submissions and Select designs, notify selected artists, review with Panel, and secure wrap vendor	City Staff	
7 to 8	Grant Contract Signed		
9 to 10	Production of vinyl wraps, Schedule and install wraps with Vendor	City Staff / Vendor	
11	Host unveiling (March 2026) / media announcement & publish interactive map update and phase one wrap up.	City Staff	

Public Engagement

Adopt-A-Box Location and Artwork Map

Davis Dr @ MLK

Location
Davis Dr @ MLK

Box #
1.5

Artwork and Artist
"Street Blues" by Ashley E. Johnson

Additional Documents

DRAFT

ADOPT-A-BOX PROGRAM

Beautifying Warner Robins One
Signal Box at a Time

★ WHAT IS THE ADOPT-A-BOX PROGRAM?

The Warner Robins Adopt-A-Box Program aims to bring vibrant, original art to our city's intersections by transforming ordinary traffic signal boxes into colorful public artworks. These unique installations will help beautify streetscapes, instill local pride, and foster a stronger sense of place for residents and visitors alike.

★ HOW DOES IT WORK?

- ✓ Artists Apply: Local Artists submit artwork proposals through an open call.
- ✓ Selection Committee Review: A committee evaluates designs based on creativity, relevance to Warner Robins, community impact, and appropriateness. All approved artwork is catalogued in a "lookbook" for sponsors to choose from.
- ✓ Artwork Installation: Sponsors choose from approved artwork in the "lookbook" and an available location. Selected artwork is professionally printed and wrapped.
- ✓ Community Enjoys! Art installations remain on display for four years and may be refreshed as the program grows.

★ WHAT DOES "ADOPT-A-BOX" MEAN?

- ✓ Sponsoring a box to fund the artwork production and installation during the four year display period.

📍 PILOT AREA: DOWNTOWN WARNER ROBINS

Initial installations will focus on the downtown development area with high visibility and foot traffic. Expansion to additional areas throughout the city is possible in phases based on project success and community interest.



ADOPT A BOX ARTIST CALL



Showcase your creativity by turning our traffic signal boxes into works of art! Submit your designs and be part of a public art project that brings color and character to our streets!

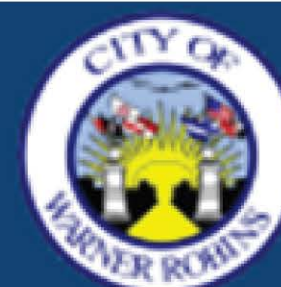
Submission Details:

- All designs should be the original work of the artist
- Artists can submit up to 3 designs
- Artwork must be appropriate for public display
- Designs may not include logos, copyrighted or trademarked images, advertisements, or contain political, religious or sexual symbols, themes, or messages
- The design should be created to flow across all faces of the box and reflect a unified work of art
- The design should include little to no text, as to not distract drivers.



Frequently Asked Questions

Adopt-a-Box Program



About the Program

- Q: What is the Adopt-a-Box Program?** A: A public art initiative to beautify traffic signal boxes with original artwork, discourage graffiti, and showcase local talent.
- Q: How many traffic boxes are eligible for this program?** A: The pilot will begin with two City-owned boxes, with future phases expanding based on interest, funding, and available locations.

Artwork and Selection Process

- Q: What themes should the artwork reflect?** A: The artwork should reflect themes of local nature, heritage, education, and civic pride. Artists are encouraged to creatively incorporate these elements into their designs.
- Q: What kind of designs are permitted?** A: Designs must be original, family-friendly, and celebrate local heritage, nature, education, or civic pride. Advertisements, logos, nudity, and political content are not permitted. Hand-painted artwork is welcome, provided a high-quality digital copy is submitted for review.
- Q: How are designs and artists selected?** A: The City issues a Call for Artists, with a selection committee reviewing submissions to select designs for the grant-funded boxes. Additional approved designs are compiled into a Look Book, providing future sponsors with a curated collection of artwork to choose from for upcoming installations. Collaborative designs created by groups, classes, or community organizations are welcome.
- Q: What measures ensure designs remain appropriate and reflective of the community?** A: All designs must meet City guidelines and be approved by the Selection Committee. The committee is made up of staff from Community & Economic Development, Marketing and Building & Inspections.

Cost and Maintenance

- Q: How much does this program cost the City?** A: Each wrap is priced at around \$800. Phase one, which includes two City-owned boxes, will be grant-funded. Future phases will be funded through local sponsorships.
- Q: Is there a long-term financial commitment for the City?** A: No, after the grant-funded Phase one, future phases are fully sponsor-funded.
- Q: How durable are the wraps?** A: Wraps are designed to last 5–7 years with a 4-year sponsorship, using premium materials that provide enhanced protection against weather and graffiti while maintaining vibrant color and appearance. The City may remove wraps if severely damaged.
- Q: Who installs the wraps?** A: Professional wrap vendors manage the installation with coordination provided by City staff. A vendor will remove the wrap at the time of de-installation.
- Q: How does this program address graffiti and vandalism?** A: Wrapped boxes deter graffiti which includes a specialized laminate applied over the wrap that creates a barrier against paint, markers, or adhesives.

For additional questions, please contact the Community and Economic Development Department.

Sponsorships

Adopt-a-Box Program



- Q: Who can sponsor a box?** A: Sponsorships are open to businesses, organizations, and individuals in good standing with the City.
- Q: How much does it cost to sponsor a box?** A: The sponsorship fee is \$1,000 per traffic box, covering the wrap, installation and maintenance.
- Q: How do I adopt a box or become a sponsor?** A: Select any available box in the list provided by the City, submit a sponsorship form and payment, choose a design, and the City will coordinate the installation.
- Q: Can sponsors select artwork designs?** A: Yes. Sponsors can choose from a Look Book of approved designs or participate during artist selection phases.
- Q: How long will the artwork stay on the traffic box?** A: Sponsorship is for 4 years, with an option for sponsors to renew or adopt a new location.
- Q: Can a box be rewrapped before its term if a new sponsor wants to participate?** A: Each wrap will remain in place for the full 4-year term as outlined in the current sponsor's agreement. If a new sponsor expresses interest in the same box, their name will be added to a reservation list for that location. A reservation form and deposit may be required to hold a specific location.
- Q: How will sponsors be recognized?** A: Sponsors will be celebrated with a personalized plaque, featured in social media promotions, and publicly recognized during a City Council meeting.
- Q: Can a sponsor submit their own artwork?** A: Yes — sponsors are welcome to submit their own artwork. Any new design submitted outside of the pre-approved Look Book will go through a review process to ensure it meets program guidelines and maintains design quality standards. This review typically takes 1-2 weeks for City-owned boxes. Please note that if the box is GDOT-owned, an additional approval step is required, which may extend the timeline by at least 3 additional weeks before installation can be scheduled.
- Q: What happens after the wraps reach their lifespan?** A: Sponsors will have the option to renew their sponsorship, adopt a new box, or update the design at the cost of a new installation.

For additional questions, please contact the Community and Economic Development Department.

Social Media and Publications



City of Warner Robins Government

June 26

Calling All Artists!

Help turn traffic signal boxes into works of art with the Warner Robins Adopt-A-Box Program! We're on a mission to fill our intersections with creativity—and we need your talent to make it happen.

Artists are invited to apply through an open call. Whether you're a painter, illustrator, or graphic designer, this is your chance to showcase your style and leave a lasting mark on our city.

These colorful public art pieces will celebrate local creativity, spark pride in our community, and create a stronger sense of place for everyone who calls Warner Robins home.

Find more details at <https://www.wrga.gov/o/wrc/page/adopt-a-box>

#WarnerRobins #AdoptABoxWR



ADOPT A BOX ARTIST CALL



Showcase your creativity by turning our traffic signal boxes into works of art! Submit your designs and be part of a public art project that brings color and character to our streets!

Submission Details:

- All designs should be the original work of the artist
- Artists can submit up to 3 designs
- Artwork must be appropriate for public display
- Designs may not include logos, copyrighted or trademarked images, advertisements, or contain political, religious or sexual symbols, themes, or messages
- The design should be created to flow across all faces of the box and reflect a unified work of art
- The design should include little to no text, as to not distract drivers.




Tiffany Bowen and 948 others

475 comments 570 shares



Brieanna Smith/HHJ

Keep Warner Robins Beautiful manager Tiffany Bowen (left) and Community and Economic Development projects manager Hyacinth Supapo (right) present the "Adopt-a-Box" initiative during the city's pre-council meeting on Monday, June 2.

Warner Robins considers box wrapping, approves police department purchases

By **BRIANNA SMITH**
HHJ Managing Editor
brieanna@hhjonline.com

WARNER ROBINS — During its latest meeting on June 2, the City of Warner Robins discussed plans to

beautify city utility boxes and celebrated upgrades and new hires at the police department.

In the pre-council session, the city's Community

See ROBINS page 7A

ROBINS From page 1A

and Economic Development department, along with Keep Warner Robins Beautiful, presented a proposed "Adopt-a-Box" initiative. The initiative aims to place artwork on city traffic control boxes to help deter graffiti.

According to Tiffany Bowen, manager of Keep Warner Robins Beautiful, if approved, the city would work with local artists and seek sponsorships from businesses to create artwork that reflects the city's identity.

"These are going to be long-lasting, low-maintenance installations that will help beautify streetscapes, instill local pride and foster a strong sense of place for residents and visitors alike, utilizing specific themes that apply to our city, such as local nature, heritage, education and civic pride. Everything would be relevant to Warner Robins," she explained.

Local businesses will sponsor the boxes, so there is no long-term financial commitment required from the city, Bowen mentioned.

"We want to work with businesses to instill that community pride and sense of ownership in one's town," she said.

Bowen said the boxes would be managed by a professional vendor and wrapped in durable materials designed to last between five to seven years. The materials are built to withstand the elements and are coated with

a laminate that protects against paint, markers, and adhesives.

After four years, a sponsoring business has the option to renew its sponsorship or select a different box.

Hyacinth Supapo, Community and Economic Development projects manager, said once the project is approved, the city will initiate a call for artists. Submissions that meet the city's design guidelines will be compiled into a lookbook, from which sponsoring businesses can select or propose artwork. After the installation is complete, the city will hold a ribbon-cutting ceremony.

Phase one of the project involves two city-owned boxes located near Commercial Circle. Additional boxes will be included in subsequent phases.

According to Supapo, sponsorships for the beautification project cost \$1,000 per box, including the wrap, installation, and maintenance of the box. Sponsors will also be honored with a personalized flag, mentions on social media, and public recognition at an upcoming city council meeting.

Councilman Charlie Bibb expressed support for the project and suggested that a similar beautification initiative be implemented on Russell Parkway near Robins Air Force Base.

Councilman Larry Curtis questioned whether companies could use custom artwork for advertising. Bowen responded that

GDOT prohibits advertising, and Supapo clarified earlier company-submitted artwork would undergo the same review process to ensure it complies with city guidelines.

During the council meeting, the city approved purchases that provide essential technology for the police department. According to city documents, the council authorized the purchase of ten body cameras for code enforcement officers. Additionally, the city approved the acquisition of ten portable radios for code enforcement, which has been recently reclassified under the police department.

The body cameras cost the city over \$17,000, while the portable radios cost more than \$38,000, according to documents.

During the meeting, a celebration was also held for the police department. The city swore in three new officers and presented several awards, including Officer of the Year, Detective of the Year, Supervisor of the Year, and Civilian of the Year.

Council approved all other agenda items.

A full livestream of the meeting can be found on the city's Facebook page: "City of Warner Robins Government." Supporting documents from the meeting can be found at wrga.gov/documents/agenda-center/547295.

The next Warner Robins City Council meeting will take place Monday, June 16, at City Hall, located at 700 Watson Boulevard. Pre-council will start at 4:30 p.m.; Council meeting will follow immediately.

Warner Robins invites local artists to make traffic boxes into their canvas

By **SANDRA HERNANDEZ**
 HHJ Staff Writer
 sandra@hhjonline.com

WARNER ROBINS – The City of Warner Robins is calling on local artists to participate in its “Adopt a Box” program, which aims to beautify traffic signal boxes throughout the city.

Community Development Director Kate Hogan hopes to showcase local talent on traffic boxes. The boxes are responsible for the electrical and computer mechanisms to effectively run a traffic signal.

She said the boxes can be utilitarian in design, but it is an opportunity to bring

See **BOXES** page 3A



Sandra Hernandez/HHJ

Artists are encouraged to showcase their talents on traffic signal boxes, like the one pictured.

BOXES

From page 1A

beautification and economic placemaking to both the downtown area and throughout the city.

Hogan shared they are limited on subject matter, since the art would be publicly displayed. The designs must be original, family-friendly and reflect themes of local nature. The designs must also capture the city’s heritage, education or civic pride. Logos, advertisements, political or religious messages, nudity or any offensive context or content will not be allowed. Little to no text should be included on the box to ensure it will not distract drivers. Artists should also consider visual flow, Hogan said.

Hogan shared the city is participating in a statewide program called the Georgia

Economic Placemaking Collaborative, a subset of the Georgia Municipal Association.

“We’re just looking at trying to create stronger pride for our community and also opportunities for reintroducing the arts in creative ways,” she said.

Hogan also said the city has a lot of utilitarian infrastructure, but traffic boxes have been used as a canvas throughout the country.

Hogan and the city council are excited for the program. She said it is an opportunity for the city to get creative and rely on the principles they are learning about for the Georgia Economic Placemaking Collaborative.

“There are opportunities for creative placemaking strategies to be implemented on these boxes and so really just wanting to prioritize Economic Placemaking throughout our

downtown area and then radiating throughout the City of Warner Robins,” she said.

For artists interested in participating in the program, visit: <https://www.wrga.gov/page/adopt-a-box>.



**STATE OF GEORGIA
CITY OF WARNER ROBINS**

RESOLUTION

BE IT RESOLVED that the Mayor and Council of the City of Warner Robins hereby authorize Mayor LaRhonda W. Patrick to execute the attached Agreement for the Georgia Economic Placemaking Collaborative Grant Program between Georgia Cities Foundation, Inc. (“GCF”) and the City of Warner Robins, Georgia (“City”), to further the goals of Economic Placemaking within the Downtown Development Project Area. Said grant will finance the Adopt-a-Box locations at Davis Drive at Thomas Boulevard, Green Street at Davis Drive, Davis Drive at Ignico Drive, Davis Drive at Tabor Drive, Davis Drive at MLK Jr. Boulevard, Davis Drive at Scott Boulevard, Davis Drive at Moody Road, and Davis Drive at Russell Parkway, and shall become effective upon execution by both parties.

This 17th day of February, 2026.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk

**AGREEMENT FOR GEORGIA ECONOMIC PLACEMAKING
COLLABORATIVE GRANT PROGRAM BETWEEN GEORGIA CITIES
FOUNDATION AND THE CITY OF WARNER ROBINS**

THIS GRANT FUNDING AGREEMENT (“Agreement”) is made and entered into by and between the City of Warner Robins, (“CITY”) and Georgia Cities Foundation, Inc. ("GCF"), a private, nonprofit organization incorporated in the State of Georgia, located at 201 Pryor Street, S.W., Atlanta, Georgia, managed and administered by the Georgia Municipal Association, Inc. (“GMA”), and is effective on the date signed by both parties (the “Effective Date”).

RECITALS

WHEREAS, CITY has applied and been approved for a reimbursement grant administered by GCF; and

WHEREAS, GCF and CITY (the "Parties") wish to enter into an Agreement pursuant to which CITY will comply with the terms of Agreement and receive the awarded grant provided by GCF.

THEREFORE, for and in consideration of the foregoing Recitals and the mutual promises, covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, GCF and CITY (each individually a "Party" and collectively the "Parties") agree to the Recitals above and as follows:

1. Term

This Agreement shall start on the Effective Date and shall end December 31, 2026.

2. Grant Award and City Project

CITY has applied and tentatively been awarded a reimbursement grant of \$2,000.00 administered by GCF (“Grant”). Grant is contingent upon:

- a) CITY’s completion of CITY’s Project (“Project”) by November 30, 2026.
 - a. CITY has represented the following project: “"Adopt-A-Box" Traffic Signal Box Art Program”
 - b) CITY’s financial contribution (“City Contribution”) of equal to or greater than 20% (\$400) of Grant to Project.

3. City Documentation and Grant Distribution

Upon completion of CITY Project, prior to disbursement of Grant, CITY must submit photos, receipts, and an expense report documenting the project expenses sufficient in GCF’s discretion to demonstrate completion of Project and City Contribution. GCF shall within 60 days of approval of CITY documentation distribute Grant in a manner agreed to by Parties. Acceptable documentation to GCF shall include, but not be limited to, photos of Project, receipts for associated expenses, budget reports, and, if applicable, signage with associated GEPC logo.

4. Ownership and Use of Work Product

CITY shall retain ownership of all data and materials, and the intellectual property rights in that data, provided to GCF by CITY or its representatives. GCF provides similar services for other Eligible Governments, and all of them benefit by GCF's ability to re-use and repurpose its intellectual property when providing such services. Unless otherwise stated, GCF retains ownership of any intellectual property it develops in the performance of services ("Work Product") and grants CITY a permanent, non-exclusive license to use the Work Product for its intended purpose. GCF retains the rights to use Work Product developed in association with City for marketing purposes, in its discretion beneficial to GCF or GMA.

5. Confidential Information and Sensitive Personally Identifiable Information

Each party must hold the other party's Confidential Information in confidence and use the same degree of care (but not less than reasonable care) to safeguard such Confidential Information as the party uses to protect its own Confidential Information.

"Confidential Information." Confidential Information means all confidential and proprietary information of either party or any third party disclosed by one party to the other, which in the case of written information is marked "trade secret," "confidential" or "proprietary", and which in the case of information disclosed orally, is identified at the time of the disclosure as confidential or proprietary. All oral disclosures of Confidential Information to the other party will be summarized and confirmed as confidential or proprietary by the disclosing party in writing within ten (10) business days of the disclosure.

These obligations do not apply to information which was in the recipient's rightful possession without an obligation of confidentiality before receipt from the disclosing party, or is or becomes a matter of public knowledge through no fault of the recipient, or is rightfully received by the recipient from a third party without a duty of confidentiality, or is independently developed by the recipient without reliance on the Confidential Information, or is disclosed under operation of law, or is disclosed by the disclosing party to third parties habitually without restriction on subsequent disclosure.

The Parties may use and disclose Confidential Information for the purposes of performing services under this Agreement, exercising rights under this Agreement, and associated recordkeeping.

If either Party receives a request for disclosure of the other Party's Confidential Information or sensitive personally identifiable information pursuant to the Georgia Open Records Act (i.e., O.C.G.A. § 50-18-70, et. seq.) or other state or federal law, the recipient of the open records request shall inform the other Party immediately and may make only disclosures required by law.

6. Hold Harmless

Each party shall bear the responsibility for liability for negligence, errors or omissions of its own officers, agents, employees or subcontractors in carrying out this Agreement. To the extent permitted by law, CITY holds harmless GCF for liability for the negligence or willful misconduct of CITY, its officers, agents, employees or subcontractors arising out of this Agreement. GCF holds harmless CITY for the negligence or willful misconduct of GCF, its officers, agents, employees or subcontractors arising out of this Agreement.

7. Limitation of Liability

Notwithstanding anything to the contrary in this Agreement, the Parties agree to the following limitation of liability. CITY agrees that the aggregate limit of liability of GCF for any claims or damages arising under this Agreement shall be an amount equal to the Grant provided pursuant to this Agreement. In no event shall either party, or its employees, officers, subcontractors or agents, be liable to the other for any incidental, consequential, or special damages for actions or omissions in providing services or otherwise complying with this Agreement.

8. Excused Performance

Neither GCF nor CITY shall be deemed to be in default of this Agreement or be liable for any delay or failure in performance, resulting directly or indirectly from any act of the elements, civil or military authority, civil disturbance, war, strike, fire, earthquake or other cause beyond its control. The time within which GCF is required to perform in accordance with the terms and conditions of this Agreement shall be extended for any delays caused in whole or in part by CITY, provided however, that GCF notifies CITY in writing within ten (10) business days of discovering such delays.

9. Termination

a) Termination by GCF.

Termination for Cause. GCF shall have the right to terminate this Agreement: if CITY commits any material breach of this Agreement and fails to cure such breach within 30 days after receiving written notice of the failure or other material breach and GCF's intention to terminate the Agreement unless cured.

Termination for Convenience. GCF may not terminate this Agreement for convenience.

b) Termination by CITY.

Termination for Cause. CITY shall have the right to terminate this Agreement if GCF commits any material breach of this Agreement and fails to cure such breach within 30 days after receiving written notice of the material breach and CITY's intention to terminate the Agreement unless cured.

Termination for Convenience. CITY may terminate this Agreement for convenience as follows:

CITY may terminate this Agreement with 30 days written notice to GCF.

c) Effect of Termination.

Upon termination of this agreement, GCF shall not be required to provide Grant otherwise entitled to CITY pursuant to this Agreement.

d) Survival. The terms of the following Sections shall survive any termination of this Agreement.

Ownership and Use of Work Product

Confidential Information

Hold Harmless

Limitation of Liability

Miscellaneous (Records Maintenance, Retention and Audit, Notices, Waiver and Severability, Governing Law, Dispute Resolution, No Third Party Beneficiaries)

10. Miscellaneous

- a) Records Maintenance. GCF shall maintain all records pertaining to this Agreement for three (3) years.
- b) Assignment. Neither Party may assign this Agreement.
- c) Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the legal representatives, successors and permitted assigns of the Parties.
- d) No other Agreement; Modification. This Agreement sets forth the entire understanding of the Parties with respect to the subject matter and supersedes any prior negotiations, understandings or agreements with respect to the subject matter hereto. Except as expressly set forth herein, neither Party has made any statement, representation or warranty in connection herewith which has been relied upon by the other party or which acted as an inducement for the other Party to enter into this Agreement. This Agreement may only be modified by a writing signed by both Parties.
- e) Notices. All notices under this Agreement shall be in writing and shall be delivered (a) personally, with a copy by email; (b) by overnight courier, with a copy by email; or (c) by United States mail, registered or certified, return receipt requested, postage prepaid, with a copy by email to the address/s supplied below. Notices shall be deemed received on the date of personal delivery, the date of action receipt as indicated on the delivery invoice or return receipt or the date receipt is refused; whichever is earlier. Notices shall be sent to the parties at the addresses set forth below, or at such other addresses as the parties may provide in writing from time to time.

GCF:

Georgia Cities Foundation, Inc.

c/o Mrs. Tara Bradshaw, Manager, Economic Development and Placemaking

201 Pryor Street, S.W.

Atlanta, Georgia 30303

tbradshaw@gacities.com

404-678-2671

CITY:

City of Warner Robins
c/o Kate Hogan, Community and Economic Development
700 Watson Boulevard
Warner Robins, Georgia 31093
khogan@wrga.gov
(478) 283-0958

- f) Waiver and Severability. The waiver of one breach or default under this Agreement will not constitute the waiver of any subsequent breach or default. Any provision of this Agreement held to be illegal or unenforceable will be deemed amended to conform to applicable laws or regulations, or if it cannot be so amended without materially altering the intention of the parties, it will be stricken and the remainder of this Agreement will continue in full force and effect.
- g) Governing Law. This Agreement will be governed in all respects by the laws of the state of Georgia, without regard to any conflict of laws principles, decisional law, or statutory provision which would require or permit application of another jurisdiction's substantive law. The Parties agree that the venue of any legal or equitable action that arises out of or relates to this Agreement shall be in the Superior Court of Fulton County.
- h) Dispute Resolution.
- i. The Parties shall attempt in good faith to resolve any dispute arising out of or relating to this Agreement promptly by negotiations between those who have authority to settle the controversy. Within ten (10) business days after receipt of the notice, the receiving Party shall submit to the other a written response. The notice and the response shall include (1) a statement of each Party's position and a summary of arguments supporting that position, and (2) the name and title of the person who will represent that Party and of any other person who will accompany that person. Within ten (10) business days after delivery of the disputing Party's notice, the representatives of both Parties shall meet at a mutually acceptable time and place, and thereafter as often as they reasonably deem necessary, to attempt to resolve the dispute. All reasonable requests for information made by one Party to the other will be honored.
 - ii. All negotiations pursuant to this clause will be confidential and shall be treated as compromise and settlement negotiations for purposes of the Federal Rules of Evidence and the rules of evidence of the State of Georgia.

In witness whereof, the Parties have executed this Agreement and it is effective on the Effective Date.

Georgia Cities Foundation, Inc. (GCF)

CITY OF WARNER ROBINS

By: 

By: _____

Name: Tara Bradshaw

Name: _____

Title: Manager, Ec Dev and Placemaking

Title: _____

Date: 1/30/2026

Date: _____

REVIEWED
By Ryan Bowersox at 3:50 pm, Jan 29, 2026

DRAFT

STAFF REPORT

DEPARTMENT: COMMUNITY AND ECONOMIC DEVELOPMENT

SUBMITTED BY: KATE HOGAN

MEETING DATE: FEBRUARY 17, 2026

AGENDA ITEM

CHIP 2024 Contract Amendment

The Grant Administrator is willing to amend the contract to reduce the Grant Administrative Services fee from \$45,000 to \$27,000.

STAFF RECOMMENDATION

Staff's recommendation is to approve the Contract Amendment to realize a savings to the overall grant budget.

BUDGET AND PROCUREMENT

Budgeted Item: Yes

Included In Current Operating Budget: Yes

Fiscal Impact: Yes

Total Project Cost: \$1.5 million

Included In Current Capital Budget: N/a

Appropriations: N/a

ITEM DESCRIPTION

Council approved the CHIP 2024 Grant Contract in 2023. This Grant Administrator helped us write and administer the CHIP 2024 grant for constructing new for sale concept townhomes. Due to staff competencies, the Grant Administrator agreed to reduce the grant administrative service fee from \$45,000 to \$27,000.

ALTERNATIVES

Do not vote to approve the contract amendment.

ATTACHMENTS

1. Addendum
2. Original Contract

**CITY OF WARNER ROBINS
STATE OF GEORGIA**

RESOLUTION

WHEREAS, the Mayor and Council of the City of Warner Robins approved and executed an Agreement on July 15, 2024, jointly with Gilbert + Associates, Inc. (“Grant Administrator”) for Professional Services to provide technical and administrative services to assist the City of Warner Robins (“Local Government”) in implementing and carrying out CHIP Grant #2024-118; and

WHEREAS the original Agreement included a grant administrative service fee in the amount of Forty-Five Thousand Dollars (\$45,000.00); and

WHEREAS, in recognition of the City’s ability to assume certain administrative responsibilities, Gilbert + Associates, Inc. has agreed to reduce the grant administrative service fee; and

WHEREAS, the parties desire to amend the original Agreement to reflect a revised grant administrative service fee in the amount of Twenty-Seven Thousand Dollars (\$27,000.00), resulting in a reduction of Eighteen Thousand Dollars (\$18,000.00); and

WHEREAS, the Mayor and Council find that it is in the best interest of the City to approve said amendment.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Warner Robins that the Mayor is hereby authorized to execute the Amendment to the Professional Services Agreement with Gilbert + Associates, Inc. for CHIP Grant #2024-118, reducing the grant administrative service fee from \$45,000.00 to \$27,000.00.

BE IT FURTHER RESOLVED that all other terms and conditions of the original Agreement dated July 15, 2024, not specifically amended herein, shall remain in full force and effect.

This 17th day of February, 2026.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk

GILBERT+ASSOCIATES, INC.

February 12, 2026

PARTIES: City of Warner Robins
Gilbert+Associates, Inc. (G+A)

SUBJECT: Addendum #1 to Professional Services
Grants Planning and Management Agreement dated November 1, 2023

RE: Grant Administration Services Fee for 2024-118 CHIP

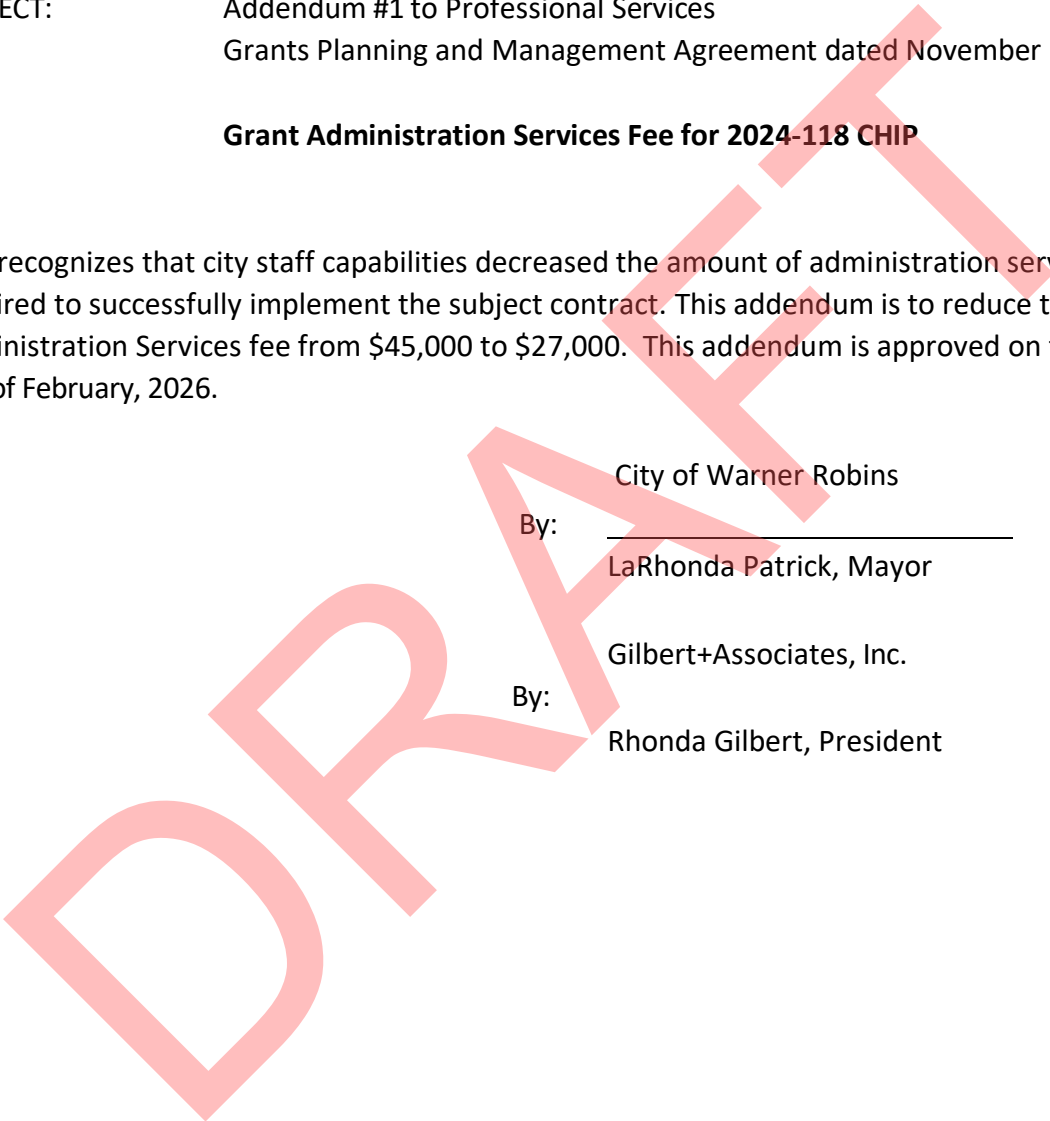
G+A recognizes that city staff capabilities decreased the amount of administration services required to successfully implement the subject contract. This addendum is to reduce the Grant Administration Services fee from \$45,000 to \$27,000. This addendum is approved on this 17th Day of February, 2026.

City of Warner Robins

By: _____
LaRhonda Patrick, Mayor

Gilbert+Associates, Inc.

By: _____
Rhonda Gilbert, President



STAFF REPORT

DEPARTMENT: UTILITIES
 SUBMITTED BY: MONTIE WALTERS
 MEETING DATE: FEBRUARY 17, 2026

AGENDA ITEM

ARDURRA 2026 EXTENSION AGREEMENT

STAFF RECOMMENDATION

2026 EXTENSION LETTER OF THE AUGUST 15, 2022 MASTER SERVICES AGREEMENT BETWEEN ARGURRA AND THE CITY OF WARNER ROBINS, GA

BUDGET AND PROCUREMENT

Budgeted Item: Yes
 Fiscal Impact: Yes
 Included In Current Capital Budget: No
 Included In Current Operating Budget: Yes
 Total Project Cost:
 Appropriations: Yes

Account Title / Number	Dollar Amount
Annual Contract Renewal	\$

ITEM DESCRIPTION

A necessary resource of Professional Consulting Engineering Services. RENEWAL CONTRACT PERIOD: JANUARY 01 THROUGH DECEMBER 31, 2026

ALTERNATIVES

ATTACHMENTS

1. 2026 EXTENSION LETTER

**STATE OF GEORGIA
CITY OF WARNER ROBINS**

RESOLUTION

BE IT RESOLVED that the Mayor and Council of the City of Warner Robins hereby authorize Mayor LaRhonda W. Patrick to execute the attached Extension Letter extending the Master Services Agreement between Ardurra (“Consultant”) and the City of Warner Robins, Georgia (“Client”), originally approved on August 15, 2022, for the period of January 1, 2026 through December 31, 2026.

This 17th day of February, 2026.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk



December 2, 2025

Montie Walters
95 Glenn Drive
Warner Robins, GA. 31088

Subject: 2026 Extension Letter of the August 15, 2022 Master Services Agreement between Ardurra and the City of Warner Robins, Georgia.

Dear Mr. Walters:

As stated in the original August 15, 2022 Master Services Agreement between Ardurra and the City of Warner Robins, Georgia, both parties have the option to renew the contract for an additional twelve-month period each year. Renewal of this contract is based on the following: 1) terms and conditions remain the same; 2) service is satisfactory; 3) both parties are willing to renew; and 4) Board of Commissioners approval, if required.

Renewal Contract Period: January 01, 2026 through December 31, 2026

Per the original MSA, Ardurra has updated their rates as detailed in *Exhibit A – 2026 Hourly Per Diem Rate Schedule and Standard Rates for Direct Expenses for Professional Consulting Engineering Services*.

Please sign this agreement on the following page, which will serve as an official request to renew this contract for the period specified above.

We appreciate the opportunity to continue to work with you, and please do not hesitate to reach out to me with any questions, comments or concerns.

Sincerely,

Aaron Baird, PE
Project Manager



Increase/Decrease in Hourly Per Diem Rates: Increase, see Exhibit A.

Explanation: Increased labor costs.

Company Name: Ardurra Group, Inc.

Authorized Consultant's Signature: Joey Crews, Practice Director *Joey H. Crews*

Authorized Client's Signature: _____

DRAFT

REVIEWED AS TO FORM
John Bonfi
CITY ATTORNEY
SUBJECT TO MAYOR AND COUNCIL APPROVAL

Exhibit A—Fiscal Year 2026 Hourly Per Diem Rate Schedule and Standard Rates for Direct Expenses for Professional Consulting Engineering Services

The purpose of this document is to describe Ardurra’s Fiscal Year 2026 compensation and hourly per diem rate schedule of charges.

Compensation

As compensation for providing the Services authorized by the AGREEMENT, CLIENT shall pay CONSULTANT in accordance with the Agreement based on the hourly per-diem rate schedule per employee grade, as defined in Table 1, the standard rates for Direct Expenses and as defined in Table 2. The Hourly Per Diem Rates for Fiscal Year 2026 are 1/8th of the tabulated per diem rate for a normal 8-hour workday.

Table 1. Hourly Per Diem Rate Schedule

Classification	Hourly Per Diem Rate (\$)	Classification	Hourly Per Diem Rate (\$)
QA/QC Manager	305	CADD Designer I	120
Principal	300	CADD Technician	105
Senior Reviewer / Consultant	275	Clerical/Administrative V	140
Project Director	280	Clerical/Administrative IV	120
Senior Project Manager	270	Clerical/Administrative III	105
Project Manager	240	Clerical/Administrative II	90
Professional Engineer VI	280	Clerical/Administrative I	75
Professional Engineer V	260	Senior Construction Manager	265
Professional Engineer IV	245	Construction Manager	240
Professional Engineer III	215	Construction Inspector III	165
Professional Engineer II	195	Construction Inspector II	150
Professional Engineer I	175	Construction Inspector I	120
Engineering Associate II	155	SUE Supervisor	150
Engineering Associate I	140	Field / SUE Tech III	100
Senior Electrical Engineer	285	Field / SUE Tech II	90
Senior GIS/Database Programmer	160	Field / SUE Tech I	80
GIS Tech	130	2- Man Line Verification Field Team ⁽¹⁾	240
Senior Designer	185	2-Man Manhole Inspection Crew ⁽²⁾	205
CADD Designer III	160	1-Man GPR/Locating Crew ⁽³⁾	180
CADD Designer II	130	1-Man GPS Crew ⁽⁴⁾	155

(1) Note this rate includes the costs for vacuum excavation verification and sub-meter global positioning system (GPS) with satellite differential real-time correction equipment, and expendables, excluding orange buttons for permanent markers.

- (2) Note this rate includes the costs for ground penetrating radar (GPR) location equipment; sub-meter GPS with satellite differential real-time correction equipment, and expendables, excluding orange buttons for permanent markers.
- (3) Note this rate includes the costs for digital camera and sub-meter GPS with satellite differential real-time correction equipment, safety equipment, and expendables to perform non-intrusive manhole inspections.
- (4) Note this rate includes the costs for sub-meter GPS with satellite differential real-time correction equipment, and expendables, excluding stakes, rebar, and orange buttons for permanent markers to perform asset locating using sub-meter GPS equipment and data acquisition of above ground accessible assets.

Table 2. Standard Rates for Direct Expenses

Expense Category	Rate (\$)
Mileage	Cost
Special Shipping	Cost + 5%
CADD Computer Time	Included in Per Diem
Lodging & Travel	Cost
Additional Laboratory Tests & Analysis	Cost + 5%
Extra Printing, Presentation Boards, Binding, & Reproduction	Cost + 5%
Outside Services	Cost + 5%
Special Owner Requested Computer Software ⁽¹⁾	Cost + 5%

⁽¹⁾ Special geographic information system (GIS) software including the Arc- ESRI products, hydraulic modeling, or specific owner requested.

***** END *****

STAFF REPORT

DEPARTMENT: POLICE DEPARTMENT
 SUBMITTED BY: CHIEF WAYNE FISHER
 MEETING DATE: FEBRUARY 17, 2026

AGENDA ITEM

Annual contract renewal with Ballistic Armor Defense & Equipment, LLC

STAFF RECOMMENDATION

Approve the recommendation for continue purchase of ballistic armor for members of the Warner Robins Police Department

BUDGET AND PROCUREMENT

Budgeted Item: Yes
 Fiscal Impact: No
 Included In Current Capital Budget: No
 Included In Current Operating Budget: Yes
 Total Project Cost: \$29,144.00 for 25 vests
 Appropriations: Yes

Account Title / Number	Dollar Amount
3220.53010	29,144.00 for 25 vests

External Funding Sources:

Account Title / Number	Dollar Amount
Patrick Leahey Ballistic Vest grant-Vest reimbursements	50% per unit cost of each vest.

ITEM DESCRIPTION

Department current issues outer vest carrier with concealed vest carrier with front, back and trauma plate providing NIJ Level III A ballistic protection. The outer carrier vest allows for additional supplemental hard armor to be added. Once added, ballistic protection provides for many rifle types of ammunition. Current bid under consideration does not include the rifle rated plates. Armor requested is current issue by current vendor. Original contract was awarded after an RFP process.

ALTERNATIVES

Purchase from State Contract but at a higher cost than what this contract provides for.

ATTACHMENTS

1. Annual Contract Renewal.

DRAFT

**STATE OF GEORGIA
CITY OF WARNER ROBINS**

RESOLUTION

BE IT RESOLVED that the Mayor and Council of the City of Warner Robins hereby authorize Mayor LaRhonda W. Patrick to execute the attached contract between Ballistic Armor Defense & Equipment, LLC. (“Contractor”) and the City of Warner Robins, Georgia (“City”), for a contract term beginning February 1, 2026, and ending January 31, 2027, for the purchase of protective ballistic vests.

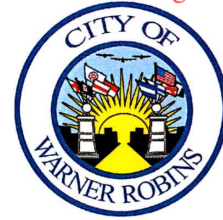
This 17th day of February, 2026.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk



ANNUAL CONTRACT – RENEWAL

OWNER: City of Warner Robins
P.O. Box 9629
Warner Robins, GA 31095

CONTRACTOR: Ballistic Armor Defense & Equipment, LLC
4179 Greenwood Trace
Roswell, GA 30075

BID NO./TITLE: P-4639 Annual Contract for Purchase of Protective Ballistic Vests

THIS CONTRACT, made and entered into this 17th day of **February 2026**, by and between **BALLISTIC ARMOR DEFENSE & EQUIPMENT, LLC** hereinafter called the Contractor, and the **CITY OF WARNER ROBINS, GEORGIA**, a Georgia Municipal Corporation located in Houston and Peach Counties, (hereinafter called the City).

WHEREAS, in consideration of the mutual promises and covenants contained herein, the parties do hereby agree as follows:

1. Contract Documents: The following documents, including any addenda, attachments, and additions, form the complete contract documents, all of which are incorporated herein by reference and shall do everything required by this contract:
 - a. Invitation to Bid No. P-4639;
 - b. Contractor Proposal;
 - c. General Instructions to Bidders, Terms and Conditions;
 - d. Exhibit A: Price Form;
 - e. Exhibit B: Special and Service/Fitting Requirements
2. Contract Term: In accordance with the terms of the existing Contract, the City exercises its option to renew the Contract for one (1) additional one (1) year period beginning on **February 1, 2026 and expiring on January 31, 2027**. Upon expiration of this renewal term, this Contract shall automatically renew for one (1) successive one (1) year period, unless either party provides written notice of its intent not to renew at least thirty (30) days prior to the expiration of the current term. In no event shall the total duration of the Contract, including the initial term and all renewal terms, exceed three (3) years. All terms and conditions of this Contract shall remain in full force and effect during any renewal term unless amended in writing and signed by both parties.
3. Scope of Services:
 - 3.1 The Contractor shall be responsible for performing the services described in the Invitation to Bid, including but not limited to:

Purchase, fitting, and delivery of NIJ Level IIIA Protective Ballistic Vests for the City of Warner Robins Police Department. Services shall be provided on as as-needed basis

in Exhibit B.

- 3.2 All orders are to be shipped complete. Contractor must notify the City of partial shipments to confirm acceptance.
 - 3.3 All products provided under this contract shall be new and of current manufacturer standards and shall meet or exceed all specifications described herein.
 - 3.4 Deliveries shall be made to the Warner Robins Police Department Headquarters at the address provided below. Deliveries will only be accepted from 8:00AM(ET) through 3:00PM(ET), Monday through Friday, Federal Holidays excluded.
Warner Robins Police Department Headquarters
100 Watson Blvd.
Warner Robins, GA 31093
 - 3.5 Product substitutions will not be permitted without prior written consent of the City.
 - 3.6 Unused and unaltered items ordered by the City shall be accepted by the Contractor for full credit. The Contractor shall accept the exchange of unworn items for alternate sizes, provided such exchange is requested within thirty (30) days of the City's receipt of the item(s). In the event the City receives items that are incorrect, defective, nonconforming, or otherwise not in compliance with the City's Purchase Order or product specifications, the City shall provide written notice within ten (10) business days of receipt. The contractor shall, at its sole expense, arrange for the prompt return and replacement of the nonconforming item(s).
4. Contract Price: The City shall pay Contractor in accordance with the unit prices/rates set forth in the Contractor's proposal, attached hereto and incorporated herein as "Exhibit A", for Contractor's performance of services, subject to authorized budget appropriations.
 5. Payment Procedures:
 - 5.1 The City will process payment requests following inspection and approval of services rendered.
 - 5.2 Payments will be issued to the Contractor. Payment to sub-contractors and/or suppliers is the responsibility of the Contractor.
 - 5.3 Contractor must submit valid, itemized invoices after delivering goods or services. At a minimum, invoices must include: (i) invoice number; (ii) Contractor name and address; (iii) purchase order number; (iv) buyer name and address; (v) item description and line number; (vi) item quantity, unit price, and extended price; (vii) discount, if applicable; (viii) order date and shipping date; (ix) back order amount, if any, and shipping date.
 - 5.4 All invoices must be submitted via email to the following address, wrinvoices@wrga.gov.
 - 5.5 The City will pay all undisputed amounts via check within thirty (30) days of receipt and approval of a properly prepared invoice.
 6. Commencement of Services; Indefinite Quantity:
 - 6.1 During the term of this Contract, the City will request the Contractor to supply equipment as specified on an as-needed basis upon issuing a Purchase Order.
 - 6.2 The City shall have no obligation to any expenditure commitment or minimum purchase quantity under this Contract. Purchase Orders shall be issued for the completion of Work on an as-needed basis, at the discretion of the City.
 7. Termination:
 - 7.1 The City, by written notice, may terminate this Contract, in whole or in part, when in the City's interest. If this Contract is terminated, the City shall be liable only for goods

or services delivered or accepted. The City Notice of Termination may provide the Contractor thirty (30) days prior notice before it becomes effective. However, at the City's sole option a termination of convenience may be effective immediately and may apply to delivery orders (if applicable) or to the contract in whole.

- 7.2 In compliance with the requirements of O.C.G.A. § 36-60-13 governing the terms and conditions of multiyear contracts, this Contract shall be effective for a term commencing on the Effective Date and terminating at midnight one year later ("initial term"), without further obligation on the part of either party other than outstanding obligations incurred prior to the expiration of such term. Thereafter, in accordance with O.C.G.A. § 36-60-13, this Contract shall be automatically renewed as provided for in Section 2 of this Contract (each term occurring after the initial term shall be referred to as a "renewal term") unless either party provides written notice of its intent not to renew at least thirty (30) days prior to the expiration of the then current term.
8. Indemnification: The Contractor shall indemnify, defend and hold harmless the City of Warner Robins and, its departments, their officers, agents, and employees from any claims, demands, damages and actions of any kind or nature whether at law or in equity, arising from or caused by the use of any materials, goods, or equipment of any kind or nature furnished by the Contractor/any services of any kind or nature provided by the Contractor.
9. Subcontractors:
- 9.1 No subcontractor, sub-subcontractor or consultant shall be retained by the Contractor to perform services under this Contract without the prior written consent of the City.
- 9.2 Administration of any approved subcontractor shall be the Contractor's responsibility, and all subcontracts shall require each subcontractor to be bound by all pertinent portions of this Contract and to assume all applicable obligations and responsibilities which the Contractor by this Contract assumes.
10. Employment Authorization Program:
- 10.1 In accordance with the Georgia Security and Immigration Compliance Act, as amended, any Contractor that enters into a contract for the physical performance of services shall register and participate in the federal work authorization program, E-Verify. All subcontractors and sub-subcontractors, as such terms are defined in O.C.G.A. § 13-10-90, shall also be required to comply with these E-Verify requirements.
- 10.2 The Contractor and their subcontractors and sub-subcontractors will be required to execute an affidavit verifying their compliance with O.C.G.A. § 13-10-91.
- 10.3 The Contractor shall comply with any and all applicable requirements and provisions set forth in O.C.G.A. § 13-10-91.
11. Assignment: This Contract shall not be assignable by the Contractor in whole or in part without the written consent of the City.
12. Contract Modification: Any change to the Contract must be made by a written amendment, signed and dated by authorized representatives of both the City and the Contractor. The amendment must reference the original Contract, state the specific changes, and note any adjustments to price, schedule, or deliverables. No verbal agreements or informal communications shall constitute a valid amendment.
13. Compliance with Laws; Non-Discrimination: The Contractor, its sub-contractor(s), assignees and successors, in the performance of contracted work, shall comply with all applicable

federal, state, and local laws, rules and regulations. Including, but not limited to, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, national origin, gender, religion, age, or disability in connection with any bid submitted to the City of Warner Robins or the performance of any contract resulting therefrom.

- 14. Confidentiality: The City’s disclosure of documentation is governed by the Georgia Open Records Act, and Contractor acknowledges that , if Contractor submits records containing trade secret information and if Contractor wishes to keep such records confidential, Contractor must submit and attach to such records an affidavit affirmatively declaring that specific information in the records constitutes trade secrets pursuant to Article 27 of Chapter 1 of title 10, and the Parties shall follow the requirements of O.C.G.A. § 50-18-72(a)(34) related thereto.

IN WITNESS WHEREOF, the parties hereto have each caused this Contract to be executed.

CITY OF WARNER ROBINS

BALLISTIC ARMOR DEFENSE & EQUIPMENT, LLC

Signature: _____
LaRHONDA W. PATRICK
MAYOR

Signature: _____

Print Name: _____

Title: _____

Date: _____

Attest: _____
MANDY STELLA
CITY CLERK

Attest: _____

REVIEWED AS TO FORM
[Signature]
CITY ATTORNEY
SUBJECT TO MAYOR AND COUNCIL APPROVAL

EXHIBIT A - BID FORM
Ballistic Armor Defense & Equipment, LLC
4179 Greenwood Trace, Roswell GA 30075

Line Item	Description	Quantities	Unit of Measure	Unit Price
1	Male Center Opening Vest w/ Full MOLLE and SLXIIIA ballistic panels	1	Each	\$1,055.86
2	Female Center Opening Vest w/ Full MOLLE and 3/18F and SLXIIIA ballistic panels	1	Each	\$1,161.72
3	Concealable Carrier (male and female) only (no ballistic panels)	1	Each	\$127.16
4	ID Front	1	Each	\$10.45
5	ID Back	1	Each	\$16.15
6	Male Concealable Vest with SLXIIIA ballistic panels	1	Each	\$847.69
7	Female Concealable Vest with 3/18F and SLXIIIA ballistic panels	1	Each	\$949.95

DRAFT

Exhibit B

Specifications:

The City intends to award to one single provider with end-to-end responsibility for the measurement, custom fit, order, delivery, and if required, refitting of the ballistic body armor. Vendor must demonstrate the capability of providing qualified, prompt, timely customer service to the department so that departmental operations are not hindered in any way through the process of measuring, ordering, supplying, and custom fitting departmental officers. Vendor must agree to provide or replace vest to existing and/or new officers within sixty (60) days.

Vendor shall submit the following with their bid:

- List a minimum of three (3) past or current customers for which ballistic body armor has been provided. The list shall contain a contact person's name and current phone number along with a brief description of the project size and scope.
- Written confirmation from the manufacturer that they are an authorized distributor (to include maintenance/service).
- Manufacturer's written warranty to cover the ballistic body armor and accessories against defects in workmanship and material for a period of five (5) years of operation under normal use and service. The city does not expect the concealable carrier to be included in the five (5) year warranty.

Vendor shall be an established, authorized distributor of the product line being requested. Vendor shall provide qualified employees to perform the task of measuring and fitting the ballistic body armor. All material and equipment shall be new, without blemish or defect, conforming to requirements of the referenced specifications for the class, kind, type, size, grade and other details as outlined per the manufacturer's recommendation.

Vendor shall have the capability of providing timely and qualified service to measure, custom fit, order, and deliver large quantities of body armor. Subsequently, Vendor shall be able to provide qualified fitters to measure and fit large groups of City of Warner Robins Police Officers in a timely fashion at the Warner Robins Police Department, 100 Watson Blvd. Warner Robins, GA 31093. Vendor shall be willing to outfit large groups, small groups, or individuals according to departmental need.

Service Requirements

The primary delivery service location shall be the Warner Robins Police Department Headquarters, 100 Watson Blvd. Warner Robins, GA 31093. However, Vendor shall provide delivery and service to any City Police Department facility if requested. All armor shall be received within sixty (60) days of purchase at the above location.

Vendor shall advise the City of any item not available or on backorder immediately upon receipt of the order containing the unavailable item.

Vendor shall notify the City of any technical changes to product design and/or any defects to any equipment and/or supplies as soon as Vendor is notified by the Manufacturer.

Vendor shall be responsible for completely servicing the product upon delivery, on an "as requested" basis.

Vendor hereby warrants itself that, for a period of five (5) years from the date of final acceptance, they will at their own expense, and without cost to the City, replace all defective parts and make any repairs that may be required or made necessary by reason of defective design, material or workmanship. The City does not expect the concealable to be included in the five (5) year warranty.

Vendor shall provide, upon request by the City, a clear and concise statement of the terms and conditions of warranty, including the period and extent of coverage for all defects in material, workmanship and design. The warranty shall be specified for all components of the equipment regardless of whether these components were built by the original equipment manufacturer or outside suppliers.

Vendor shall provide “on the spot” settlement of warranty claims or disputes and authorize local representatives to act on the equipment manufacturer’s behalf.

Servicing, Fitting and Acceptance

Vendor shall cooperate fully in any scheduling requirements of the Warner Robins Police Department. The Warner Robins Police Department shall designate a coordinator for ballistic body armor and Vendor shall be responsible for keeping that coordinator informed of progress at all times.

Vendor shall appoint a single point of contact that will be accessible to the Warner Robins Police Department during routine business hours during the term of the Agreement.

Vendor shall provide qualified measurers and fitters to perform the vest fitting of officers within five (5) business days of an email or telephone request.

Vendor shall provide service, free of charge, to refit/resize armor within thirty (30) days, in instances where the armor does not fit the officer after receipt and/or when alterations are needed after being used under field circumstances.

STAFF REPORT

DEPARTMENT: UTILITIES
 SUBMITTED BY: MONTIE WALTERS
 MEETING DATE: FEBRUARY 17, 2026

AGENDA ITEM

LEAD & COPPER PROGRAM PROJECT

STAFF RECOMMENDATION

AMENDMENT 1 TO LEAD & COPPER PROGRAM PROJECT

BUDGET AND PROCUREMENT

Budgeted Item: Yes

Included In Current Operating Budget: Yes

Fiscal Impact: Yes

Total Project Cost: \$450,000.00

Included In Current Capital Budget: Yes or No

Appropriations: Yes/No

Account Title / Number	Dollar Amount
035.4440.54062.018	\$450,000.00

External Funding Sources:

Account Title / Number	Dollar Amount

ITEM DESCRIPTION

THE PURPOSE OF THIS AMENDMENT 1 TO LEAD & COPPER PROGRAM IS FOR TASK ORDER 2 – PHYSICAL INVENTORY AND SAMPLING & TASK 3 – PROGRAM MANAGEMENT TO AUTHORIZE CONTINUATION OF SERVICES FOR CITY OF WARNER ROBINS.

ALTERNATIVES

ATTACHMENTS

1. AMENDMENT 1 FOR LEAD AND COPPER PROGRAM

**STATE OF GEORGIA
CITY OF WARNER ROBINS**

RESOLUTION

BE IT RESOLVED that the Mayor and Council of the City of Warner Robins hereby authorize Mayor LaRhonda W. Patrick to execute the attached Amendment No. 1 to Task Order No. 1 under the General Services Agreement between ESG Engineering, LLC (“CONSULTANT”) and the City of Warner Robins, Georgia (“City”), originally approved on October 16, 2023, for Lead and Copper – Program Management services.

This 17th day of February, 2026.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk

CITY OF WARNER ROBINS AMENDMENT NO. 1 TO TASK ORDER NO. 1

This Amendment No. 1 (“Amendment”) to Task Order No. 1 is attached to and made part of the General Services Agreement (“AGREEMENT”) between ESG Engineering, LLC (“CONSULTANT”) and the City of Warner Robins (the “CITY”) This amendment modifies task order No. 1 for the PROJECT generally described as follows: Lead and Copper – Program Management.

1. Purpose of Amendment

The purpose of this Amendment is to authorize continuation of services beyond the completion and near exhaustion of funds associated with Task 1 – Acquisition of Inventory Data and Meter Box Inspections. The CITY and CONSULTANT acknowledge that Task 1 is substantially complete and available funds dedicated to Task 1 are nearly expended. To maintain uninterrupted progress toward compliance with EPA/EPD inventory and service line material verification requirements, the parties agree to proceed into Task 2 – Physical Inventory and Sampling.

2. Scope of Amendment

This Amendment authorizes the CONSULTANT to commence **Task 2 – Physical Inventory and Sampling** as described in Task Order No. 1. Task 2 includes, but is not limited to:

- Continuing reduction of “Unknown Material” service lines through field-based physical verification methods
- Deployment of hydrovac (potholing) inspections to expose service lines where meter box inspection is insufficient
- Customer coordination and residential sampling events to confirm system-side and customer-side material
- Incorporation of results into the ESRI-based inventory model
- Ongoing documentation, reporting, and coordination with CITY staff

No changes are made to the technical description of Task 2 except as expanded to reflect agreed budget and authorization to proceed.

Compensation

Compensation by OWNER to the CONSULTANT will be as follows:

TABLE 1: COMPENSATION

TASK	BUDGET
Task 2 – Physical Inventory and Sampling (Potholing effort and sampling within houses to further reduce unknowns)	\$15 per meter box inspection \$35 per hand dig \$60 per hole Hydrovac \$90 per sampling event Not to exceed \$440,000
Task 3 – Program Management	Hourly NTE \$10,000

The Parties agree that the Not-to-Exceed (NTE) budget established under this Amendment is intended solely as partial funding for the continuation of the lead service line inventory activities. The final year of work, covering the period from October 16, 2026 to October 16, 2027, is not fully funded under this Agreement. The Parties acknowledge and anticipate that an additional contract amendment will be required to establish the scope, compensation, and NTE budget for that final phase. Not-to-exceeds will not be exceeded without prior written approval.

4. Schedule

Task 2 will commence immediately upon execution of this Amendment and continue until the earlier of:

1. Completion of the scope described above, or
2. Expenditure of the Task 2 authorized budget.

Any schedule impacts will be communicated to the CITY in writing.

5. All Other Terms Unchanged

Except as modified by this Amendment, all provisions of the AGREEMENT and Task Order No. 1 remain in full force and effect.

3 OBLIGATIONS OF THE CITY

In addition to those obligations provided by the terms and conditions of the Agreement, the City shall:

3.1 City-Furnished Data

The City will provide to ESG all data in the City's possession relating to ESG's performance of the Scope of Services regarding the PROJECT. ESG will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by the City.

3.2 Access to Facilities and Property

The City will make its facilities accessible to ESG as required for ESG's performance of the Scope of Services and will provide labor and safety equipment as required by ESG for such access. The City will perform, at no cost to ESG, such tests of equipment, machinery, pipelines, and other components of the City's facilities as may be required in connection with ESG's services.

3.3 Operations Assistance and Services

The City authorizes ESG to operate, modify, inspect and otherwise physically manipulate equipment, furnishings, property and other elements associated with the performance of the Scope of Services. The City authorizes ESG to take such actions in these respects as ESG considers necessary to meet the objectives of the Scope of Services.

3.4 Advertisements, Permits, and Access

The City will obtain, arrange, and pay for all advertisements for bids; permits and licenses required by local, state, or federal authorities; and land, easements, rights-of-way, and access necessary for ESG's services.

3.5 Timely Review

The City will examine ESG's studies, reports, sketches, drawings, specifications, proposals, and other documents; obtain advice of an attorney, insurance counselor, accountant, auditor, bond and financial advisors, and other consultants as the City deems appropriate; and render in writing decisions required by the City in a timely manner.

3.6 Prompt Notice

The City will give prompt written notice to ESG whenever the City observes or becomes aware of any development that affects the scope or timing of ESG's performance, or of any defect in the work of ESG.

3.7 Changes

The City may request changes within the general Scope of Services in this Task Order. If such changes affect ESG's cost or time required for performance of the services, an equitable adjustment will be made through an amendment to this Task Order. All requested changes will be made in writing and are subject to acceptance by ESG.

4 GENERAL LEGAL PROVISIONS

4.1 Authorization to Proceed

Execution of this Task Order by the City will be authorization for ESG to proceed with the work, unless otherwise provided for in this Task Order.

4.2 Force Majeure

ESG is not responsible for damages or delay in performance caused by acts of God, strikes, lockouts, accidents, or other events beyond the control of ESG. In any such event, ESG's contract price and schedule shall be equitably adjusted.

4.3 No Conflict of Interest for Future Work

The services performed by ESG under this Task Order do not preclude ESG from proposing or providing such services to the City in the future. Information and knowledge gained by ESG in providing services under this contract shall not constitute a conflict of interest in proposing on or providing full contract operations, full

contract maintenance, or full contract utility management.

4.4 Third Party Beneficiaries and Scope of Services

This Task Order gives no rights or benefits to anyone other than the City and ESG and has no third party beneficiaries. The services to be performed for the City by ESG are defined solely by this Task Order and the terms and conditions of the Agreement.

4.5 Materials and Samples

Any items, substances, materials, or samples removed from the project site for testing, analysis, or other evaluation will be returned to the project site within 60 days of close-out unless agreed to otherwise. Exceptions to this clause are items subjected to destructive testing or samples with nominal intrinsic value, such as samples of liquid, solid or gaseous materials that are non-hazardous. The City recognizes and agrees that ESG is acting as a Bailee and at no time assumes title to said items, substances, materials, or samples.

4.6 Assignments

Neither party shall have the power to or will assign any of the duties or rights or any claim arising out of or related to this Task Order, whether arising in tort, contract or otherwise, without the written consent of the other party. Any unauthorized assignment is void and unenforceable. These conditions and the entire Task Order are binding on the successors and assigns of the parties hereto.

5 ATTACHMENTS, SCHEDULES, AND SIGNATURES

This Task Order, including its attachments and schedules, and the terms and conditions of the Agreement constitutes the entire agreement between the parties, supersedes all prior written or oral understandings, and may only be changed by a written amendment executed by both parties.

For the OWNER, **City of Warner Robins**
Dated this _____ day of _____, 2025

By: _____
Name

Title

For the CONSULTANT, **ESG Engineering, LLC**
Dated this 21 day of November, 2025

By: Trey
Name

SVP/GM
Title

REVIEWED AS TO FORM
[Signature]
CITY ATTORNEY
SUBJECT TO MAYOR AND COUNCIL APPROVAL

STAFF REPORT

DEPARTMENT: GENERAL ADMINISTRATION

SUBMITTED BY: CHRIS ROOKS

MEETING DATE: FEBRUARY 17, 2026

AGENDA ITEM

Glass Repair at the City Hall HVAC Mechanical Plant

Two of the glass panels were shattered, and one of the vertical supports was damaged. The repair is critical due to weather exposure to HVAC equipment inside of the building, as well as the existing damage being a safety concern and additional structure damage concerns.

STAFF RECOMMENDATION

City Administrator James Drinkard requested approval of an emergency purchase for repairs that are necessary on February 4, 2026. Staff recommend this repair being completed as quickly as possible.

BUDGET AND PROCUREMENT

Budgeted Item: Yes

Included In Current Operating Budget: Yes

Fiscal Impact:

Total Project Cost: \$17,754.00

Included In Current Capital Budget:

Appropriations:

Account Title / Number	Dollar Amount
1565 52140 Maintenance by Vendor City Hall	\$17,754.00

External Funding Sources:

Account Title / Number	Dollar Amount

ITEM DESCRIPTION

On January 26, 2026, staff discovered that the large glass panel was shattered in the Mechanical Plant at City Hall. It appears to be weather related following a week of freezing temperatures.

Staff quickly contacted 3 vendors for quotes because of the urgent need to begin this repair because of freezing temperatures that could cause damage to the HVAC system, as well as the glass being a safety hazard. There is also a risk of further damage until the repair can be completed. Most companies only do auto glass. Three companies did respond.

A Purchase Order (PO) was issued for \$8,877.00 to the Glass Doctor. The PO was issued on January 28. Parts were ordered for a 2-week repair timeline. On February 2, staff noticed there was additional damage to the other glass. The vendor updated the repair quote to \$17,754.

A second vendor quoted \$26,300.00 for the repair, and a third vendor did not provide a quote due to the scope of the work.

ALTERNATIVES

This purchase was treated as an emergency purchase. Absent the emergency, the alternative would be to reject the emergency purchase and require a formal bid process. This process would require more time, which isn't advantageous to the city under these circumstances.

ATTACHMENTS

1. Quote from the Glass Doctor

DRAFT

GLASS DOCTOR - WARNER ROBINS
P. O. BOX 7731
WARNER ROBINS, GA 31095
(478)922-5339 Fax:(478)922-5329
Tax# 20-3426879

Order: 2-67581

Date:01/27/2026

Sold To:

CITY OF WARNER ROBINS
700 WATSON BLVD.
WARNER ROBINS GA 31093

H (478)302-5538

Csr:CS Tech: PO GLASS HOUSE Terms:NET 30

Job:ALLISON

<u>Qty</u>	<u>Part / Description</u>	<u>Item Total</u>
2.00	STOREFRONT - replace storefront	17,754.00

Notes:Replace broken 3/8" glass w/new frame & 1/4 tempered safety glass

Your flat invoice message here.

Signature _____

<u>Tax</u>	<u>Total</u>	<u>Payments</u>	<u>Balance</u>
0.00	17,754.00	0.00	17,754.00

STAFF REPORT

DEPARTMENT: GENERAL ADMINISTRATION

SUBMITTED BY: CHRIS ROOKS

MEETING DATE: FEBRUARY 17, 2026

AGENDA ITEM

Tyler Software as a Service (SaaS)
 The City awarded a contract to Tyler Technologies for a new Enterprise Resource Planning System (ERP). This contract was awarded in December 2024 after a formal competitive bid process (RFP# GA-4570). This annual service period will be from January 1, 2026, through December 31, 2026.

STAFF RECOMMENDATION

Staff recommends approval of the annual software fees.

BUDGET AND PROCUREMENT

Budgeted Item: Yes Included In Current Operating Budget: Yes
 Fiscal Impact: Total Project Cost: \$580,488.00
 Included In Current Capital Budget: Appropriations:

Account Title / Number	Dollar Amount
1535 52041 Information Technology Professional Software	\$580,488.00

External Funding Sources:

Account Title / Number	Dollar Amount

ITEM DESCRIPTION

Software as a Service (SaaS) annual fees are recurring charges that the City pays to access and use cloud-based software applications over a one-year period. In this particular case, the fees are for the new Tyler Technologies Enterprise Resource Planning System (ERP). These fees cover the cost of licensing, hosting, and maintaining the software on the provider’s infrastructure, eliminating the need for on-premises hardware or manual updates. In addition to granting access to the platform, annual fees include ongoing support, security updates, feature enhancements, and data backups to ensure reliability and compliance. Essentially, these fees fund the continuous delivery of the service, enabling the ability to benefit from scalability, regular improvements, and predictable budgeting without the burden of managing software internally.

ALTERNATIVES

There are always alternatives, but it is in the best interest of the City to continue with implementation of Tyler Technologies by paying the annual fees. The City has invested a lot in this project to improve operations for staff, and the experience of the customers we serve. Choosing other alternatives is an option but currently not advantageous to the City.

ATTACHMENTS

1. Tyler Technologies SaaS Invoice

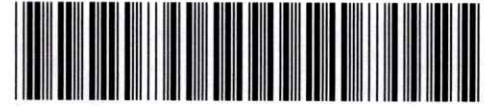
DRAFT



Remittance:
 Tyler Technologies, Inc
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice No	Date	Page
045-549906	01/01/2026	1 of 2

Questions:
 Tyler Technologies- ERP & Schools
 Phone: 1-800-772-2260 Press 2, then 1
 Email: ar@tylertech.com



Bill To CITY OF WARNER ROBINS
 700 WATSON BLVD
 WARNER ROBINS, GA 31093

1535 52041

Ship To CITY OF WARNER ROBINS
 700 WATSON BLVD
 WARNER ROBINS, GA 31093

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
53267 - MAIN - MAIN	220632		USD	NET45	02/15/2026

Description	Extended Price
Annual SaaS Fees for the Period 01/01/26-12/31/26	580,488.00

Milestone Details

Description:	Contract Amount:	Amount Invoiced:
Accounting - Subscription	125,958.00	41,986.00
Accounts Payable - Subscription	36,699.00	12,233.00
Assets Mobile - Subscription	12,063.00	4,021.00
Budgeting - Subscription	36,699.00	12,233.00
Capital Assets - Subscription	34,263.00	11,421.00
Cash Management - Subscription	25,149.00	8,383.00
Contract Management - Subscription	15,621.00	5,207.00
eProcurement (Vendor Access and Punch-Out) - Subscription	24,735.00	8,245.00
Inventory - Subscription	33,573.00	11,191.00
Inventory Mobile - Subscription	12,063.00	4,021.00
Project & Grant Accounting - Subscription	26,217.00	8,739.00
Purchasing - Subscription	59,304.00	19,768.00
Advanced Scheduling w Mobile Access - Up to 350 Employees - Subscription	39,993.00	13,331.00
Human Resources & Talent Management - Subscription	27,045.00	9,015.00
Payroll with Employee Access - Subscription	40,245.00	13,415.00
Recruiting - Subscription	6,948.00	2,316.00
Time & Attendance Mobile Access- Up to 750 Employees - Subscription	58,650.00	19,550.00
Accounts Receivable - Subscription	29,910.00	9,970.00
CAMA Bridge - Subscription	11,274.00	3,758.00
Cashiering - Subscription	47,802.00	15,934.00
General Billing - Subscription	17,313.00	5,771.00
Resident Access - Subscription	33,150.00	11,050.00
Tax Billing - Subscription	117,618.00	39,206.00
Utility Billing CIS - Subscription	66,243.00	22,081.00
Utility Billing Meter Interface - Subscription	20,274.00	6,758.00
Business Management Suite - Subscription	28,050.00	9,350.00
Community Development Suite - Subscription	28,050.00	9,350.00
Enterprise Permitting & Licensing Foundation - Subscription	48,450.00	16,150.00
Enterprise Permitting & Licensing User (35) - Subscription	205,275.00	68,425.00
Enterprise Service Requests - Subscription	19,671.00	6,557.00
e-Reviews - Subscription	38,250.00	12,750.00
My Civic - Subscription	35,700.00	11,900.00
Company Inspector Mobile - Subscription	5,640.00	1,880.00
Inspector Mobile	45,120.00	15,040.00
Inspector Mobile Plus (Invoicing Add-On)	13,080.00	4,360.00
Onboard Codes - ICC	1,113.00	371.00
Asset Maintenance & Performance (30) - Subscription	100,980.00	33,660.00
Internal Requests License - Subscription	6,222.00	2,074.00

RECEIVED

JAN 26 2026

FINANCE



Remittance:
 Tyler Technologies, Inc
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice No	Date	Page
045-549906	01/01/2026	2 of 2

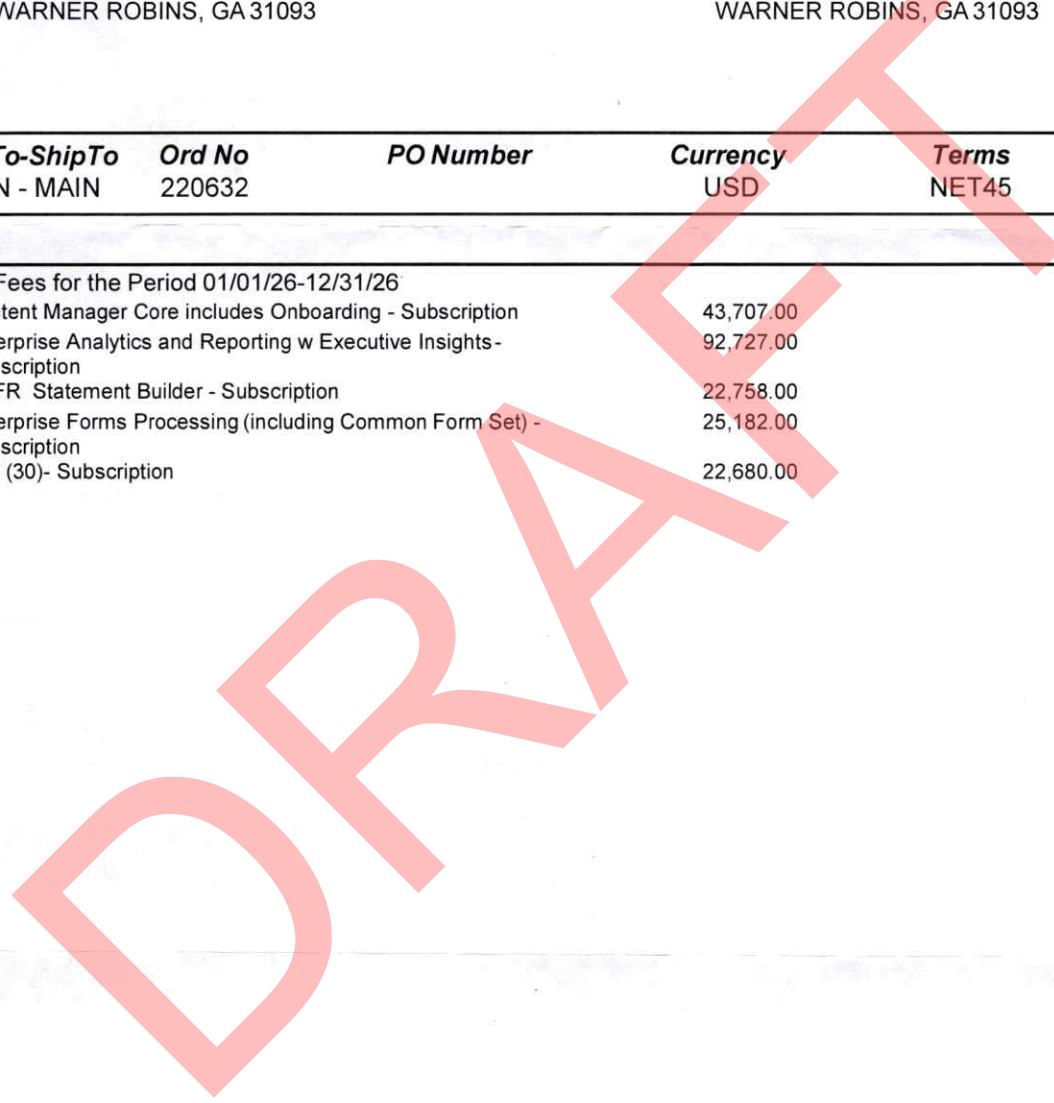
Questions:
 Tyler Technologies- ERP & Schools
 Phone: 1-800-772-2260 Press 2, then 1
 Email: ar@tylertech.com

Bill To: CITY OF WARNER ROBINS
 700 WATSON BLVD
 WARNER ROBINS, GA 31093

Ship To: CITY OF WARNER ROBINS
 700 WATSON BLVD
 WARNER ROBINS, GA 31093

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
53267 - MAIN - MAIN	220632		USD	NET45	02/15/2026

Description		Extended Price
Annual SaaS Fees for the Period 01/01/26-12/31/26		580,488.00
Content Manager Core includes Onboarding - Subscription	43,707.00	14,569.00
Enterprise Analytics and Reporting w Executive Insights- Subscription	92,727.00	30,909.00
ACFR Statement Builder - Subscription	22,758.00	7,586.00
Enterprise Forms Processing (including Common Form Set) - Subscription	25,182.00	8,394.00
GIS (30)- Subscription	22,680.00	7,560.00



****ATTENTION****
 Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	580,488.00
Sales Tax	\$0.00
Invoice Total	580,488.00

STAFF REPORT

DEPARTMENT: UTILITIES
 SUBMITTED BY: MONTIE WALTERS
 MEETING DATE: FEBRUARY 17, 2026

AGENDA ITEM

Enter Title Of Item As It Should Appear On Meeting Agenda

Purchase of Copper Fittings

STAFF RECOMMENDATION

Staff recommends awarding Bid I-4748 to Macon Supply for the purchase of water copper fittings.

BUDGET AND PROCUREMENT

Budgeted Item: Yes

Included In Current Operating Budget: Yes

Fiscal Impact: Yes

Total Project Cost: \$11,254.00

Included In Current Capital Budget: No

Appropriations: Yes

Account Title / Number	Dollar Amount
Bid No. 1-4748 Inventory Copper Fittings	\$11,254.00

ITEM DESCRIPTION

This purchase includes copper fittings needed to maintain and repair the City's Utility infrastructure and equipment. These items are purchased in bulk to ensure cost efficiency and to maintain an adequate stock of frequently used items.

ALTERNATIVES

The bid could be re-issued to encourage greater competition.

ATTACHMENTS

1. I-4748 Bid Tabulation
2. Macon Supply

BID TABULATION
 BID NO.: I-4748 (INVENTORY COPPER FITTINGS)

Line #	Description	QTY	UOM	The Crati Firm (Crati Cargo Services LLC) Conyers, GA		MACON SUPPLY Macon, GA		Delta Municipal Supply Company, Inc. Braselton, GA		Dublin Winwater Dublin, GA		Consolidated Pipe & Supply, Co. Inc. Birmingham, AL	
				Total Price	Unit	Extended	Total Price	Unit	Extended	Total Price	Unit	Extended	Total Price
1	COUP . SERV. PIPE 1" 90 DEG. BENDMCD#74761T COMP. (ONLY)**NO-LEAD***NO-LEAD***NO-LEAD***	50	EA	<u>\$34.73</u>	\$1,736.50	\$42.66	\$2,133.00	\$44.20	\$2,210.00	\$47.29	\$2,364.50	\$47.75	\$2,387.50
2	COUP .1/COPPER BOTH END, MCG#74758-22(THREE PART UNION, TUBE COMP X TUBE COMP)(**MCDONALD ONLY**)*NO-LEAD***	100	EA	<u>\$5.97</u>	\$597.00	\$29.37	\$2,937.00	\$28.67	\$2,867.00	\$32.56	\$3,256.00	\$31.50	\$3,150.00
3	COUP . METER 1" W/NUT MCD 4622-1" (ONLY)(MCD. ONLY) OR LEGENDMFG. SEALED BOXES - NO OPEN BOXES	100	EA	<u>\$2.95</u>	\$295.00	\$13.02	\$1,302.00	\$13.50	\$1,350.00	\$12.19	\$1,219.00	\$12.58	\$1,258.00
4	COUP . 3/4" PE/COPPER BOTH ENDSMAC#4758-22 (ONLY)	100	EA	<u>\$6.75</u>	\$675.00	\$25.68	\$2,568.00	\$25.06	\$2,506.00	\$27.45	\$2,745.00	\$27.53	\$2,753.00
5	COUP .1" MIP X PLAX TUBING/COPPR(MCD ONLY) MCG#74753-22 PJ X MIP OR LEGEND NO-LEAD*** (BOXES ONLY PLEASE, 25/PER)***	100	EA	<u>\$16.43</u>	\$1,643.00	\$23.14	\$2,314.00	\$24.40	\$2,440.00	\$23.25	\$2,325.00	\$26.79	\$2,679.00



STAFF REPORT

DEPARTMENT: BUILDING, ENGINEERING, AND PLANNING

SUBMITTED BY: VICTOR SAVAGE

MEETING DATE: FEBRUARY 17, 2026

AGENDA ITEM

Allocation Of Funds For Certain Neighborhood Improvements

Authorization to transfer funds from Fund Balance – Neighborhood Improvement Fund to specified Operating Budget Accounts for the purpose of funding specified neighborhood streetlight improvements.

STAFF RECOMMENDATION

Adopt an ordinance authorizing the transfer of \$7,000.00 from Fund Balance Reserve Account #10-33015 (Neighborhood Improvement Fund) to specified Operating Budget Accounts for the purpose of funding certain neighborhood streetlight improvements as defined in the ordinance; authorize the expenditure of such funds for the stated purposes; and authorize the Mayor to execute all necessary documents.

BUDGET AND PROCUREMENT

Budgeted Item: Yes

Included In Current Operating Budget: No

Fiscal Impact: Yes

Total Project Cost: \$7,000.00

Included In Current Capital Budget: Yes

Appropriations: Yes

Transfer From:

Account Title / Number	Dollar Amount
Account #10-33015 (Neighborhood Improvement Fund)	\$7,000.00

Transfer To:

Account Title / Number	Dollar Amount
Account 4260-53222 (B&I Streetlights Account)	\$ 7,000.00

ITEM DESCRIPTION

In August 2021, via Ordinance #25-21, the Mayor and City Council established within the City's General Capital Fund Balance a Neighborhood Improvement Projects Fund and allocated funds totaling \$690,000. The intent was for monies to be moved from this account as needed to fund capital improvement projects intended to improve safety within neighborhoods.

Staff has identified the following project that will address safety needs and that meet the purpose and intent of the Neighborhood Improvement Projects Fund.

- South Pleasant Hill Road Streetlights (*\$7,000.00*)
Installation of 28 streetlights along South Pleasant Hill Road. As designed and planned, the work would be performed and coordinated as part of the larger South Pleasant Hill Road Improvement Project which includes significant improvements to the road and pedestrian facilities along the corridor.

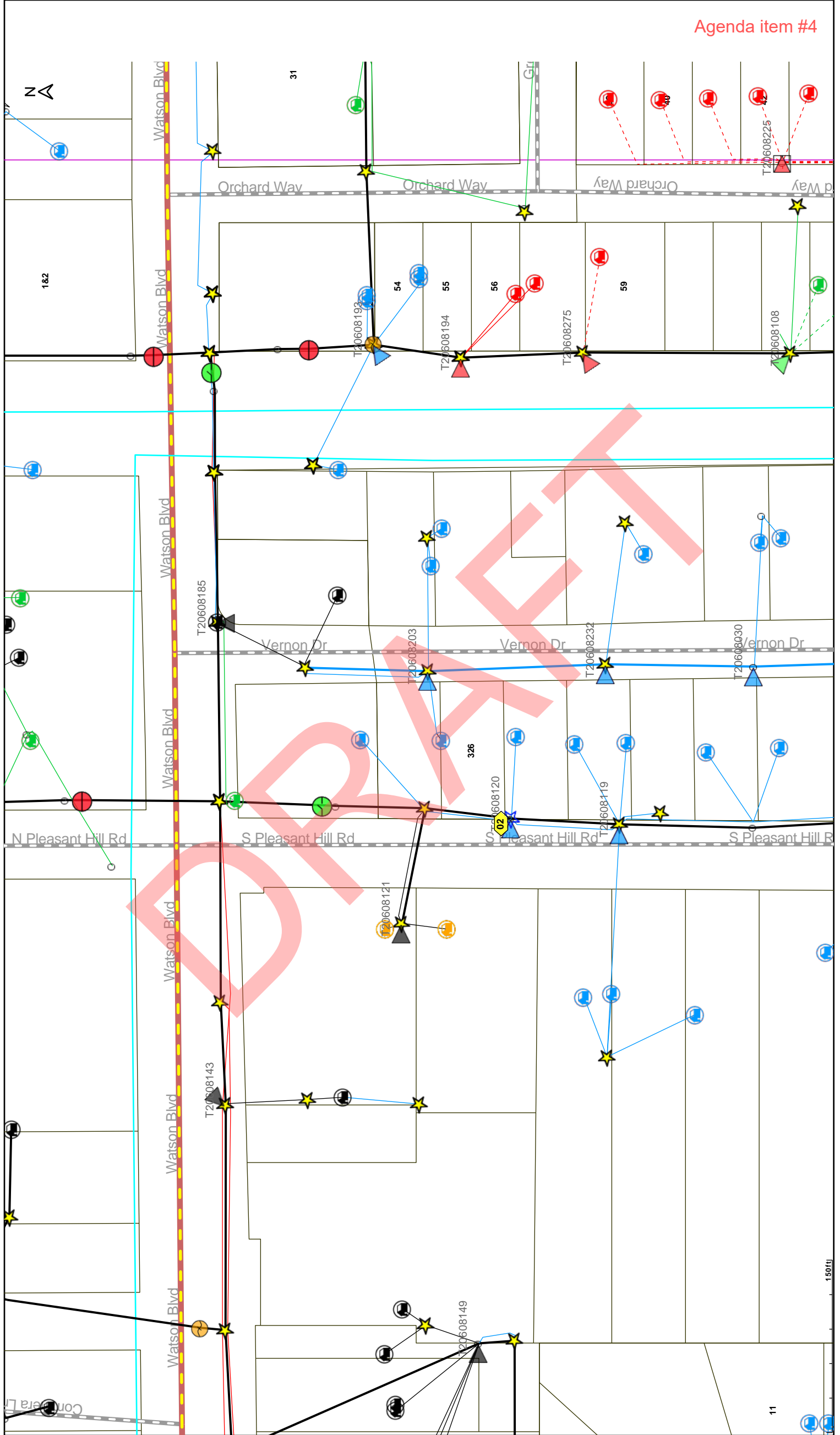
If the funds are allocated as recommended, the remaining balance in the Neighborhood Improvement Fund will be \$383,475.00.

ALTERNATIVES

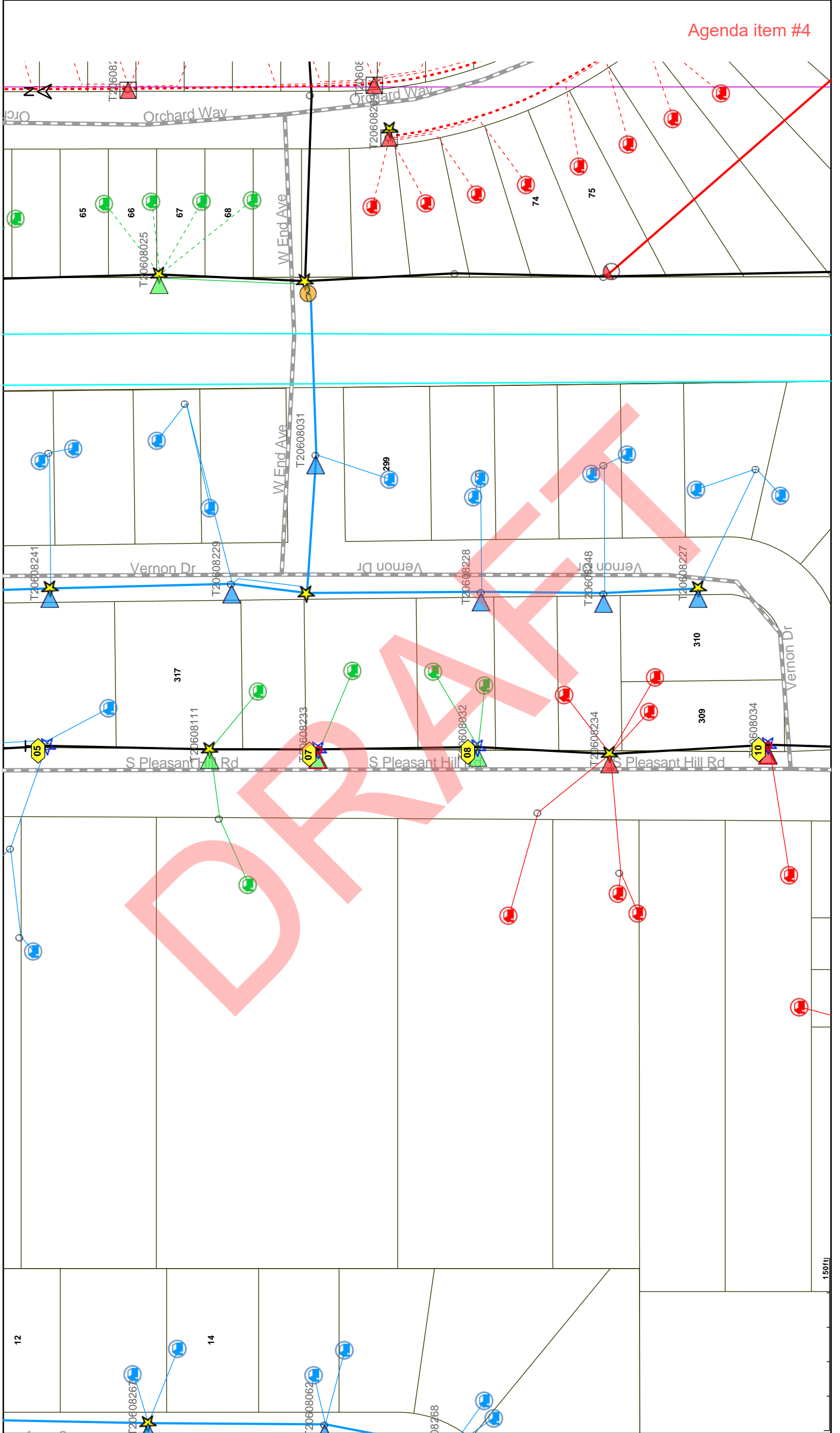
Should the Mayor and Council choose to not allocate the funds as requested, the specified project will be set aside until such time that alternative funding sources become available. If the streetlights are not installed while construction of the South Pleasant Hill Road Improvement Project is active, however, the cost for installation of the streetlights will likely be significantly higher.

ATTACHMENTS

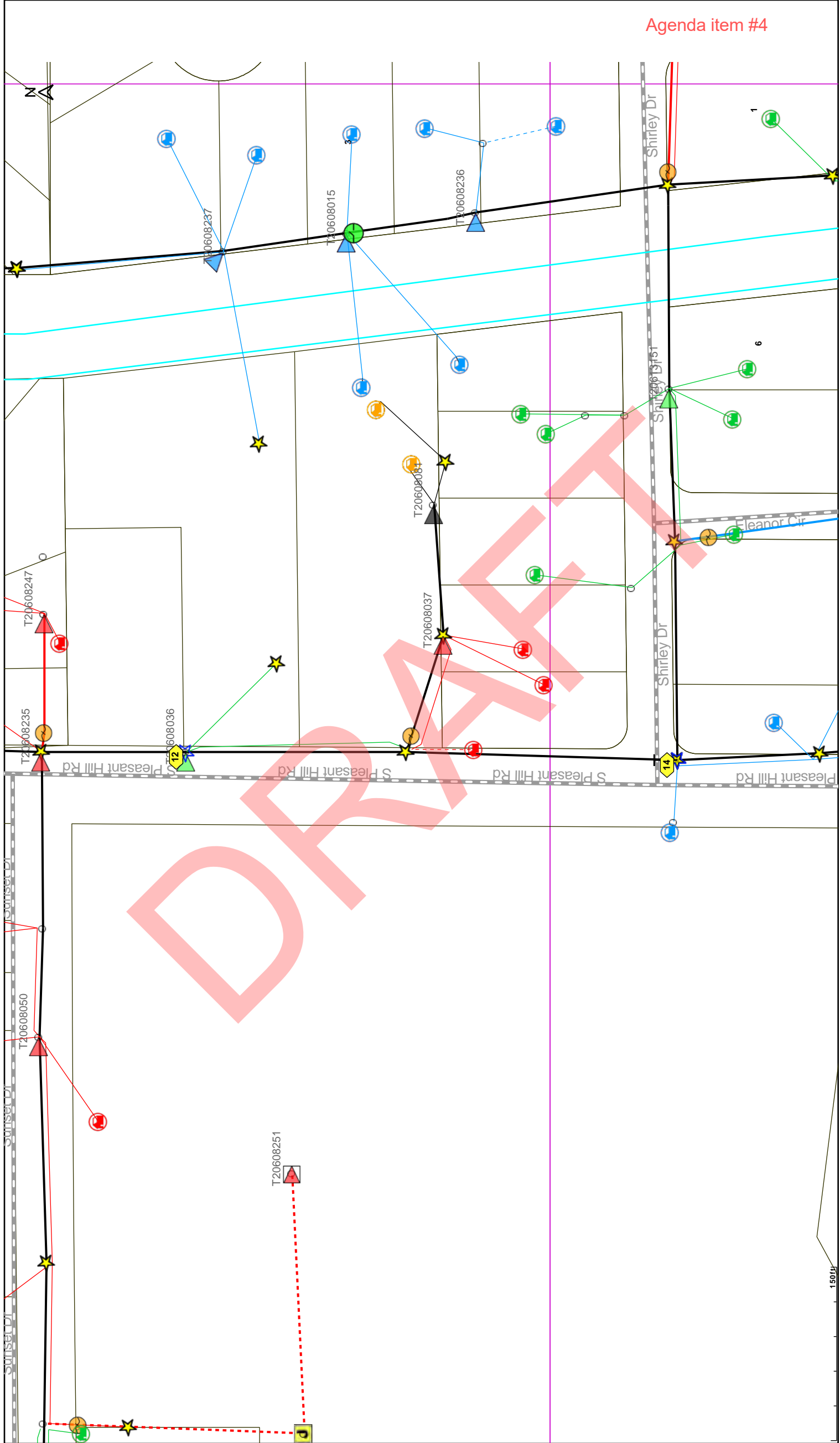
1. Authorizing Ordinance
2. Installation Plan / Work Order

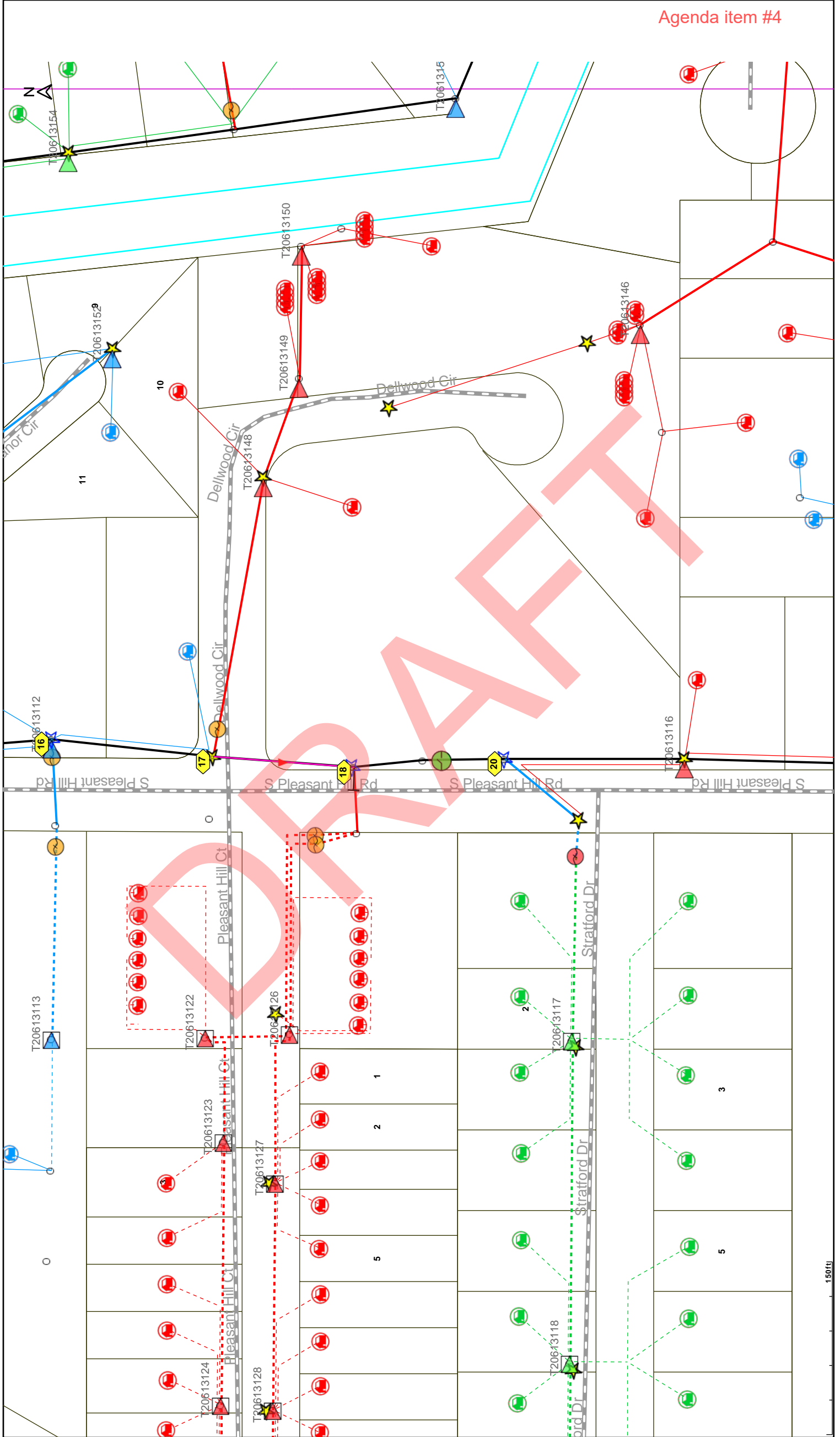


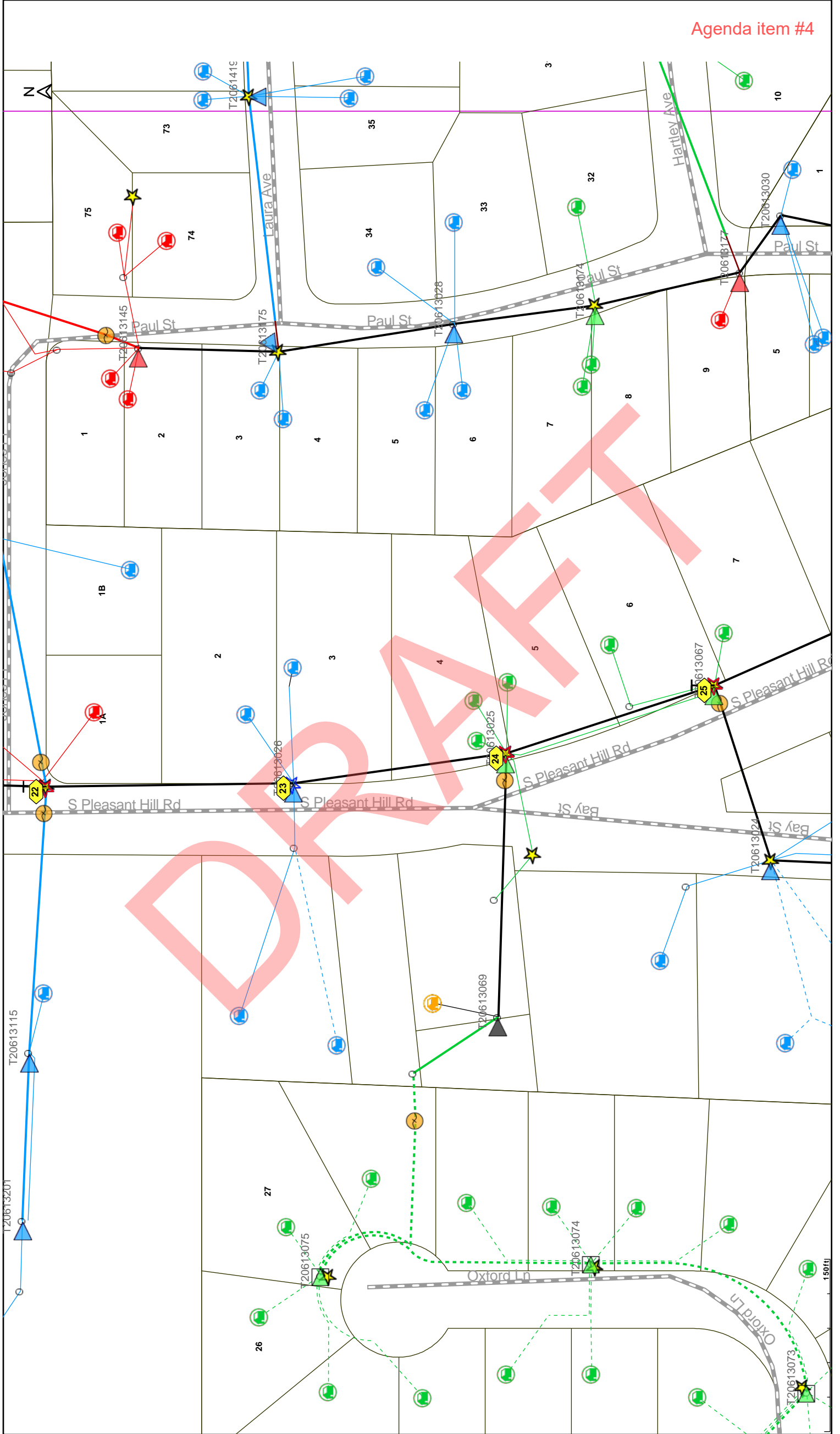
Work Order: 218745

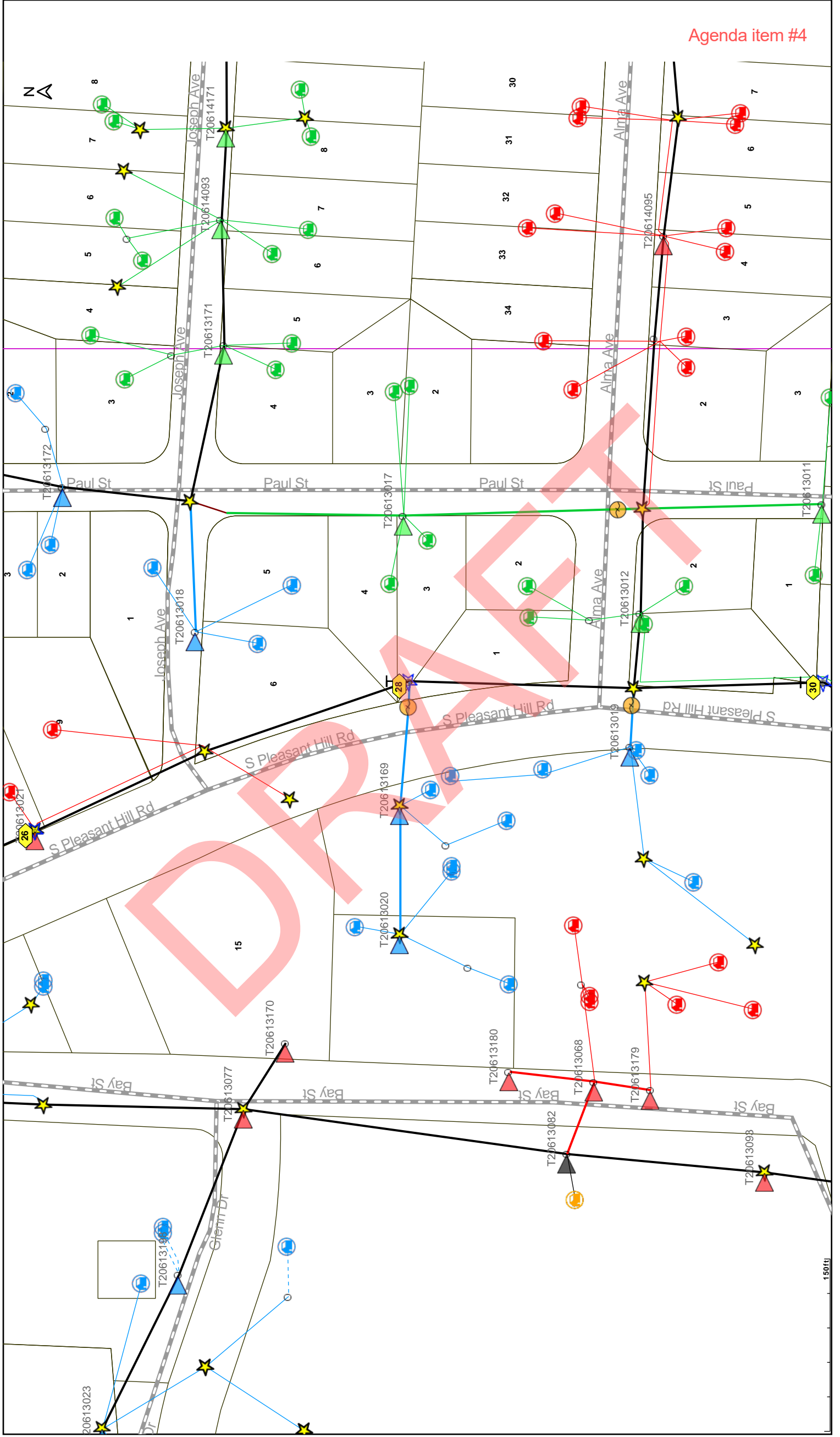


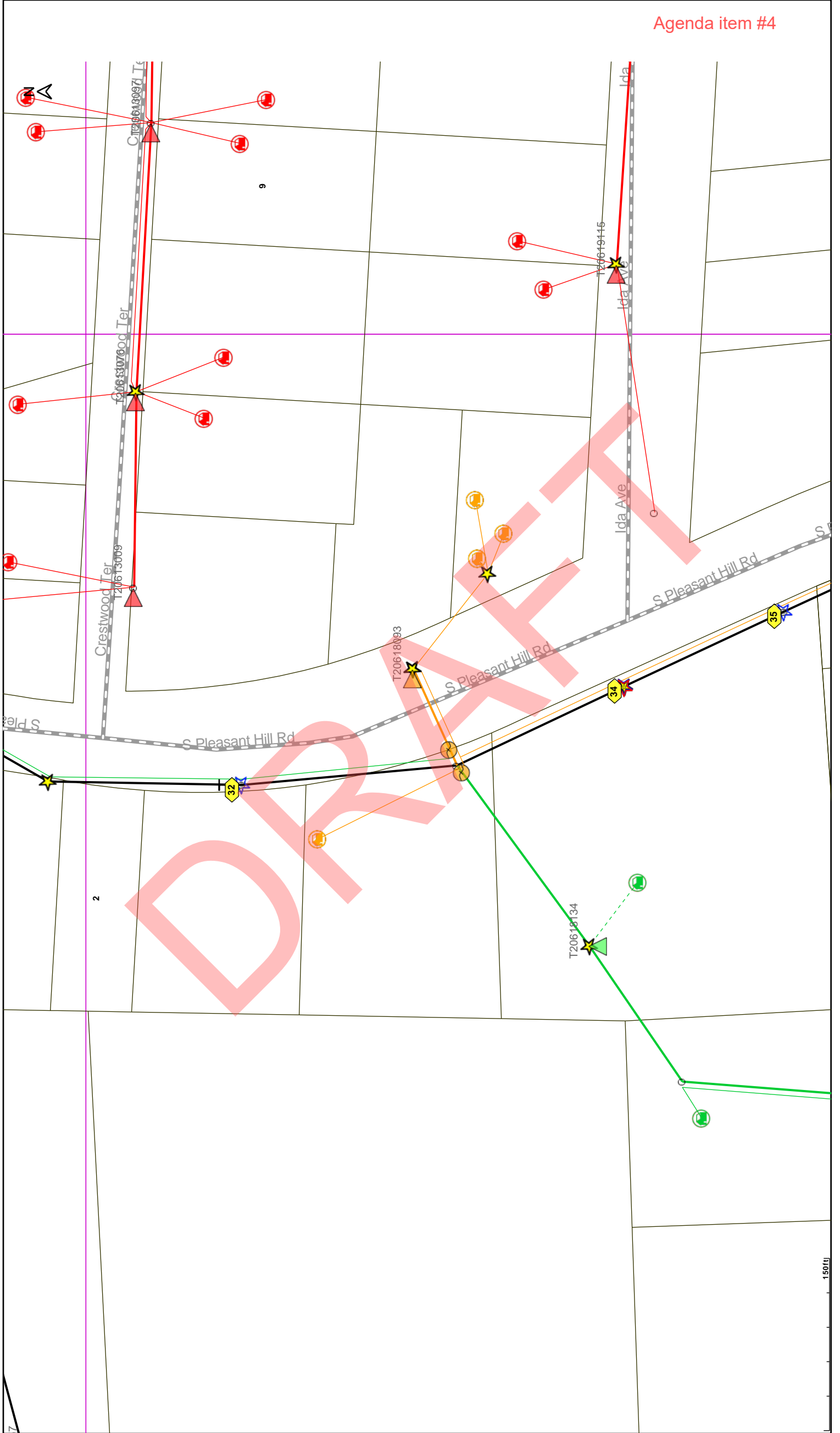
Agenda item #4

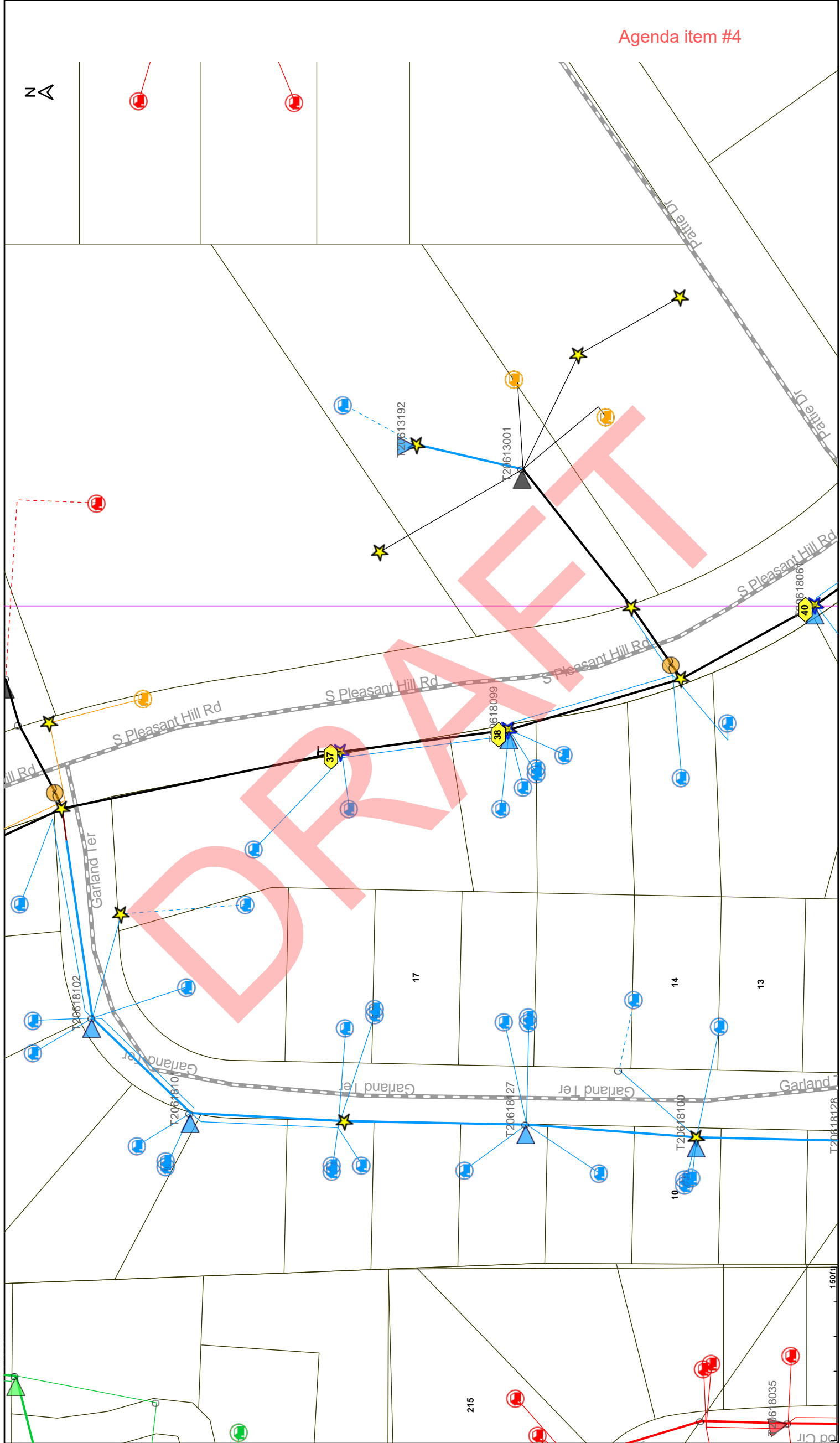


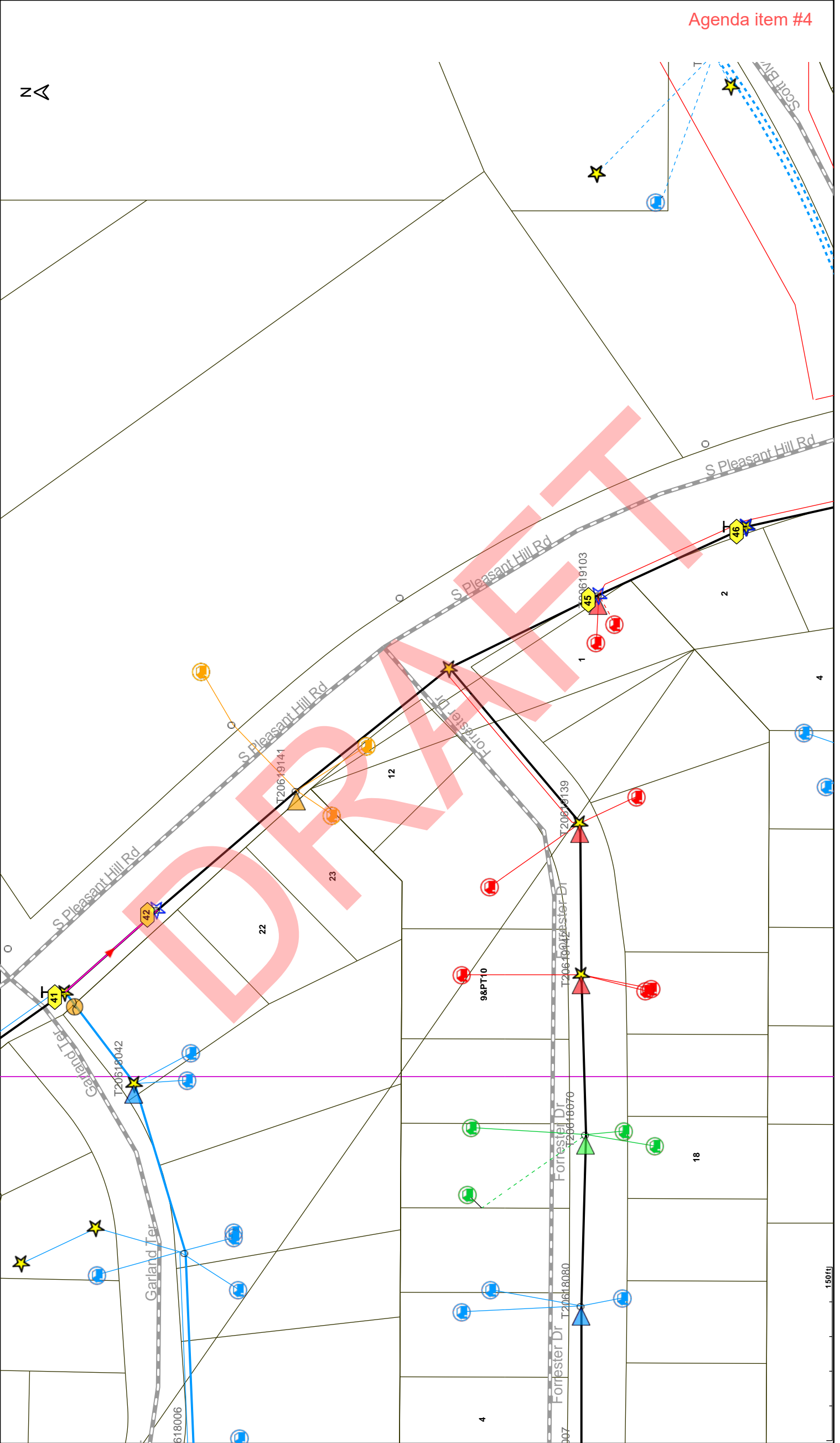


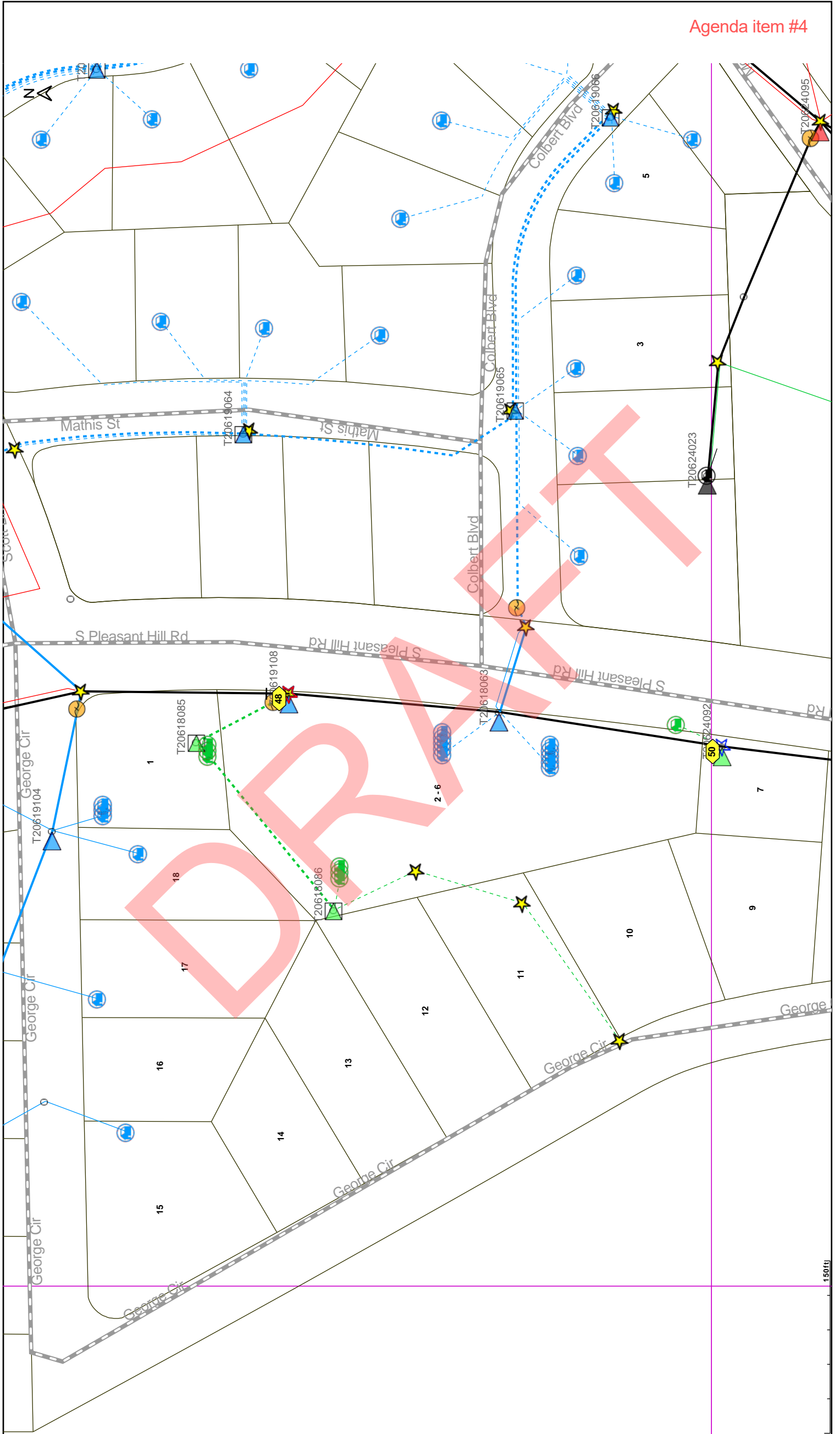












STAFF REPORT

DEPARTMENT: HUMAN RESOURCES

SUBMITTED BY: MELANIE K. BYER

MEETING DATE: 02-17-2026

AGENDA ITEM

Ordinance – City of Warner Robins Classification Plan Update

The City Administrator has requested changes in the City’s Classification plan to enhance organizational effectiveness.

STAFF RECOMMENDATION

Approve the ordinance of changes to the City Classification Plan to enhance organizational effectiveness as requested by the City Administrator.

BUDGET AND PROCUREMENT

Budgeted Item: No

Included In Current Operating Budget: Yes

Fiscal Impact: No

Total Project Cost: \$12,000

Included In Current Capital Budget: N/A

Appropriations: N/A

Account Title / Number	Dollar Amount
Fire Suppression - 3520 51001	\$12,000

ITEM DESCRIPTION

The Fire Chief has identified a need to reorganize two current positions for the Fire Department to come into compliance with best practices for fire service management as recommended by the National Fire Academy, National Incident Management System (NIMS), and the National Fire Protection Association (NFPA) standards for Span of Control as a management principle. The two positions are Fire Capt. Suppression (authorized strength of three) and Battalion Chief of Operations (authorized strength of three).

Our firefighters respond to emergency calls from seven fire stations, and the City plans to add another in the near future. This is a response area of 38 square miles. The City currently has three Battalion Chiefs, and each one covers a shift. One Battalion Chief is responsible for managing the emergency responses from seven (soon to be eight) fire stations and directly supervising ten lieutenants, each 24-hour shift. Based on the vast number of activities and complexity of any given operation, NIMS recommends a ratio of 1:5 (one supervisor to five subordinates) as the optimal span of control for fire service operations.

Under the current structure, we are currently operating at a ratio of 1:10, and the addition of a new fire station will increase that ratio to 1:12 based on the minimum required staffing for fire apparatus.

To align with best management practices, provide optimal emergency services, and ensure safe operations during emergency response, it is necessary at this juncture to establish two battalions within the department, each with its own Battalion Chief who is qualified and certified to manage emergency and non-emergency activities on the shift. The recommended staff reorganization addresses this need.

The Fire Chief has proposed deactivating the Fire Capt. Suppression position (authorized strength of three) and reallocating those authorized positions to increase the authorized strength of the Battalion Chief position from three to six. This would authorize two Battalion Chief positions each shift, dividing the responsibility of managing the emergency responses and bringing the Battalion Chiefs' span of control into line with accepted best practices. The City Administrator agrees and has requested a change to the City's Classification Plan to facilitate the Chief's request.

The City's Classification Plan is the official or approved grouping of positions or "jobs" into appropriate classes, and the Human Resources Director maintains it. The Human Resources Director has created an ordinance requesting changes be made to the fire department's portion of the City's Classification Plan by:

- 1) Deactivating the position of Fire Captain Suppression, Job Class # 532, Grade # 20, authorized strength of 3, Fire Department, and
- 2) Increasing the authorized strength of Battalion Chief of Operations, Job Class # 530, Grade # 22, Fire Department, by 3, changing from an authorized strength of 3 to an authorized strength of 6.

Reorganizing the Captain and Battalion Chief positions has no financial cost in and of itself, but because it would open three Battalion Chief positions to be filled, the potential cost was reviewed. Human Resources determined that the salary cost for promoting three candidates would be less than \$12,000 for the remainder of fiscal year 2026. The Fire Department has identified funding in its budget to cover the cost of the project through positions that have become vacant at different times during the budget period.

ALTERNATIVES

An alternative is not to adopt the ordinance and continue with how the Fire Department is currently organized.

ATTACHMENTS

1. Ordinance – Requesting Classification Plan Changes

No. _____
CITY OF WARNER ROBINS
STATE OF GEORGIA

ORDINANCE

WHEREAS, the City Administrator 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, IT IS HEREBY ORDAINED by the governing authority of the City of Warner Robins that the City Classification Plan is amended as follows:

-1-

Deactivate the position of Fire Captain Suppression, Job Class # 532, Grade # 20, authorized strength of 3, Fire Department.

-2-

Increase the authorized strength of Battalion Chief of Operations, Job Class # 530, Grade # 22, Fire Department, by 3, changing from an authorized strength of 3 to an authorized strength of 6.

BE IT FURTHER ORDAINED that the City's Finance department is hereby authorized to transfer funds between departments and between line items within a department in the Fiscal Year 2026 budget, as necessary to facilitate the changes to the City's Classification Plan enumerated in this ordinance.

BE IT ORDAINED that this amendment was first read on ____ day of _____, 2026, was adopted this ____ day of _____, 2026 and shall become effective on _____, 2026.

This ____ day of _____ 2026.

CITY OF WARNER ROBINS

By: _____
LaRhonda W. Patrick, Mayor

ATTEST:

Mandy Stella, City Clerk

STAFF REPORT

DEPARTMENT: COMMUNITY AND ECONOMIC DEVELOPMENT

SUBMITTED BY: KATE HOGAN

MEETING DATE: FEBRUARY 16, 2026

AGENDA ITEM

Renaming of Pete's Way and LK Parkway (Innovation Way)

The Joint Development Authority has invested in connecting these two roadways through the One Georgia Grant. It is proposed to unify the roadway's name under a new name: Innovation Way.

STAFF RECOMMENDATION

It is staff's recommendation that the roadway be renamed to align both the northern, LK Parkway, and southern, Pete's Way, under a new name, Innovation Way. This alignment will help strengthen the infrastructure in the Industrial Park and is in line with our new branding.

BUDGET AND PROCUREMENT

N/a

ITEM DESCRIPTION

This Road Project is being led by the JDA and is a tremendous infrastructure project for the City of Warner Robins. The new road connection will benefit industrial and commercial growth in the peach County side of Warner Robins. The road is currently two names: Pete's Way and LK Parkway, a single unified name would provide for continuity along the roadway. Innovation Way is also in line with our new branding.

ALTERNATIVES

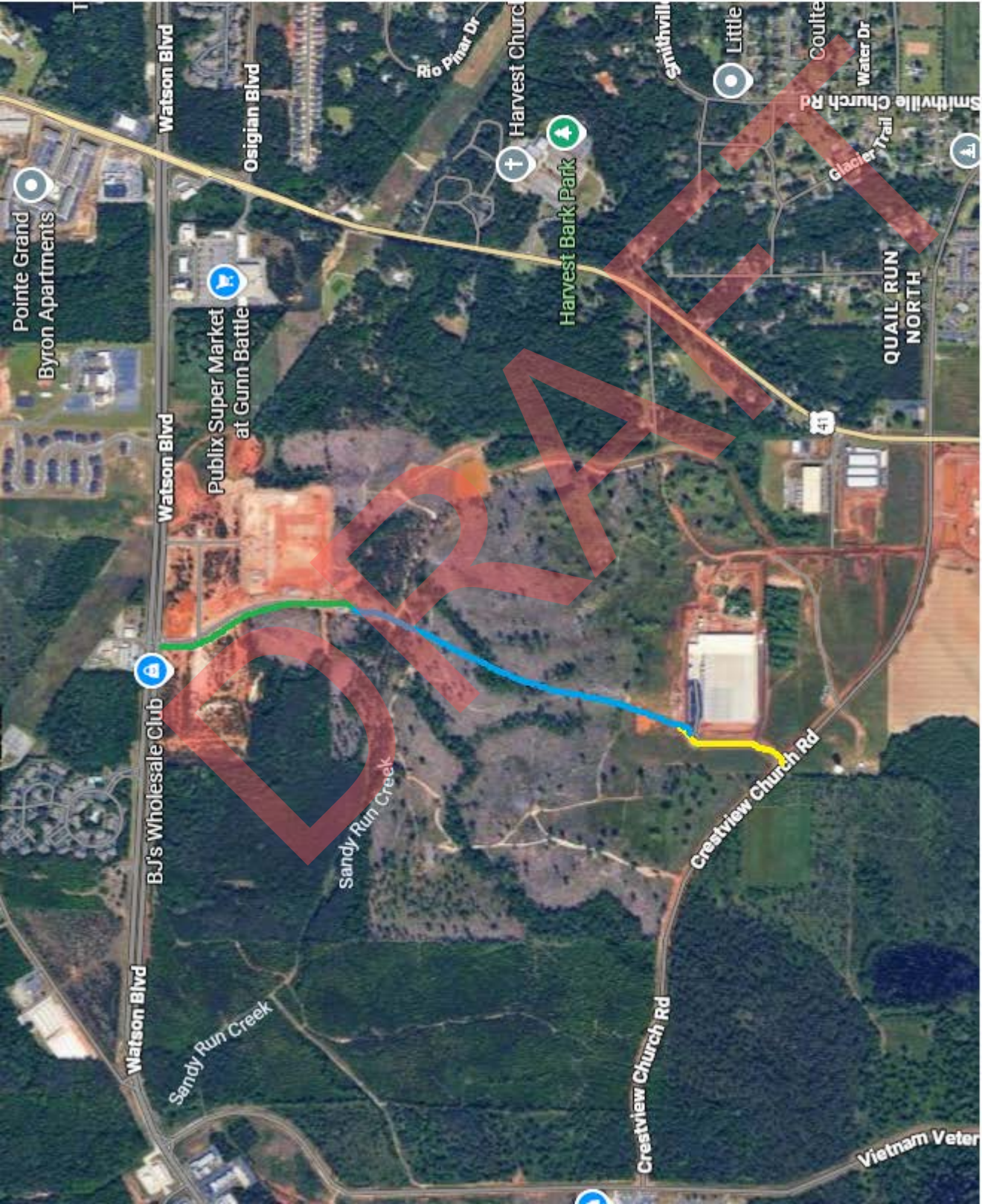
Keep the roadway names the same.

Use one of the existing road names for the new section of road.

ATTACHMENTS

1. Resolution

- LK Parkway
- New Roadway
- Pete's Way



**STATE OF GEORGIA
CITY OF WARNER ROBINS**

RESOLUTION

WHEREAS, Joint Development Authority of Peach County and the City of Warner Robins has invested in the connection of Pete’s Way and LK Parkway; and

WHEREAS, the Mayor and City Council wish to provide uniformity in the roadway name;

NOW, THEREFORE, BE IT RESOLVED that the municipal roadway system for the City of Warner Robins be amended to change the name of "Pete’s Way" and “LK Parkway” to "Innovation Way".

This 16th day of February, 2026.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk

STAFF REPORT

DEPARTMENT: COMMUNITY AND ECONOMIC DEVELOPMENT

SUBMITTED BY: KATE HOGAN

MEETING DATE: FEBRUARY 17, 2026

AGENDA ITEM

Appointment of Mark Yarborough and Christina O'Brien to Engage Warner Robins

Mark Yarborough and Christina O'Brien, appointed to serve 4 years on Engage Warner Robins, Development Authority.

STAFF RECOMMENDATION

It is the recommendation of staff to appoint Mark Yarborough and Christina O'Brien to the Engage Warner Robins Board. Mark has expressed interest in serving the City of Warner Robins and is a commercial lender with Synovus. Christina has agreed to serving the City of Warner Robins and is the CEO of Robins Financial Credit Union.

BUDGET AND PROCUREMENT

N/a

ITEM DESCRIPTION

This appointment is for Mark Yarborough to serve 4 years (until February 16, 2030) on Engage Warner Robins. This is a vacancy on the board because of the resignation of Peter Tran.

ALTERNATIVES

Do not appoint Mark Yarborough to Engage Warner Robins.

ATTACHMENTS

1. Resolution

**CITY OF WARNER ROBINS
STATE OF GEORGIA**

RESOLUTION

BE IT RESOLVED that 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
Mark Yarborough	February 17, 2026	February 16, 2030
Christina O'Brien	February 17, 2026	February 16, 2030

This 17th day of February, 2026.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk