



City of Warner Robins City Council Meeting Minutes

Monday, June 3, 2024

Immediately Following Pre-Council Meeting

Council Chambers

Presiding: Mayor LaRhonda W. Patrick

City Officials Present:

Councilman Kevin Lashley
Councilman Larry Curtis
Councilman Keith Lauritsen

*Councilman Charlie Bibb
Councilman Derek Mack
Councilman Clifford Holmes

City Officials Absent:

Regular Meeting of Warner Robins City Council

Call to Order: 5:10 p.m.

Adoption of the Agenda: Councilman Lashley moved to adopt the agenda. Councilman Curtis seconded the motion. Councilmen Mack, Lauritsen, Lashley, Holmes and Curtis voted for adoption of the agenda.

Opening Prayer: Pastor Daryl Vining; Hebron Fellowship Baptist Church

Pledge of Allegiance: Warner Robins Fire Department Recruit Class

Announcements:

- Council members spoke about FY25 budget and county wide reassessments. Possible other ways for revenue.

Proclamations/Awards/Presentations:

Action Items:

Action Item 1	Presentation of Minutes from the Regular Meeting of May 20, 2024
The minutes of the Regular Meeting of May 20, 2024 were presented for approval.	
Motion:	Councilman Lashley moved for the approval of the minutes for the regular meeting of Monday, May 20, 2024.

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

Action Item 2	Formal Public Comments Pertaining to Current Agenda Items
	<ul style="list-style-type: none"> • #4 – Charlotte Crawford • #4 – Sarah Gilbert
Motion:	N/A
Second:	N/A
Outcome:	N/A

Action Item 3	Consent Agenda
	A. Purchasing Bids B. Employee Promotions
Motion:	Councilman Mack moved for the approval of the consent agenda.
Second:	Councilman Bibb
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 3 (A)	Purchasing Bids
	Purchasing Bid List item, attached hereto, were presented for approval. 9 items

Action Item 3 (B)	Employee Promotions
	The following employees are recommended for promotion by their Department Director, and the Mayor and City Council deem such recommendations beneficial. <ul style="list-style-type: none"> • Scott Hickman, promoted from Rodder Operator (Sewer), Job Class #950, Grade 11, Utility Department, to Rodder Service Crew Leader, Job Class #956, Grade 15, Utility Department, to be effective June 10, 2024.

- Marie Cabello, promoted from Parts Specialist, Job Class #408, Grade 10, Public Works/Stormwater, to Central Receiving Warehouse Supervisor, Job Class #404, Grade 16, Public Works/Stormwater, to be effective June 10, 2024.
- Jeffrey Jonte, promoted from Public Works Maintenance Worker I, Job Class #452, Grade 8, Public Works/Stormwater, to Equipment Operator, Job Class #461, Grade 10, Public Works/Stormwater, to be effective June 10, 2024.

Action Item 4 Ordinance – FY2025 Budget – FIRST READING

WHEREAS, the Mayor of the City of Warner Robins has prepared and submitted to the City Council a line-item budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025; and,

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

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Warner Robins that the annual budget for the general government for the fiscal year beginning July 1, 2024 and ending June 30, 2025, attached hereto and made part hereof, for the funds and amounts referenced as follows are hereby approved and adopted:

**FY 2025
Budget, All Funds**

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

BE IT FURTHER ORDAINED that during the fiscal year of July 1, 2024 to June 30, 2025, the General Fund shall receive transfers of \$878,125 from the Tourist Allocation Board (TAB); \$240,000 from the Rental of Motor Vehicles; \$1,895,508 from the Water and Sewer Enterprise Fund; and \$2,320,716 from the Natural Gas Enterprise Fund.

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

- (1) Any increase in appropriations in any Fund for any Function/Department, whether through a change in Anticipated Revenues in any Fund or through a transfer of appropriations among Functions/Department, in excess of the approved budget shall require an ordinance of Mayor and Council authorizing said funds to be expended, except in the case of insurance reimbursements for vehicle collisions and other equipment losses, and reimbursements of materials purchased from the City of Warner Robins, in which instance the Chief Financial Officer’s Office is granted authority to allocate funds to the appropriate Function/Department line item from insurance proceeds, or from reimbursement of materials, for the replacement or repair of damaged equipment items, and for replacement of materials;
- (2) In the event of receipt of un-budgeted grant revenues, the Chief Financial Officer’s Office is granted authority to allocate such funds to the appropriate Function/Department line item in order to comply with the purpose of such grant receipts;
- (3) Any transfers of appropriations in any line item can be shifted from one line item to another within each Fund/Function/Department, only by written approval of the Mayor.
- (4) Any transfers from the committed fund balances of the City’s Special Revenue Funds to further the support of those Funds’ purpose shall require written approval of the Mayor.
- (5) Any allocation of the unassigned fund balance of the General Fund’s minimum targeted level, not to exceed the total of one month’s unassigned fund balance, must be returned to its target level within twenty-four (24) months of withdrawal.

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

Motion:	Councilman Bibb did a FIRST READING of the FY25 Budget
Second:	N/A
Outcome:	N/A

Action Item 5	Ordinance #18-24 – City of Warner Robins Classification Plan Update
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Ordinance #18-24 of the governing authority of the City of Warner Robins that the City Classification Plan is amended as follows:

-1-

Decrease the authorized strength of Police Captain, Job Class # 628, Grade 608, Police Department by three to authorized strength of 3.

-2-

Reactivate the position of Police Major, Job Class # 632, Grade 609, authorized strength of 1, Police Department.

-3-

Reclassify the position of Assistant Police Chief, Job Class # 603, Grade 609, authorized strength of 1, Police Department to Assistant Police Chief, Job Class # 603, Grade 610, authorized strength of 1, Police Department to align with the relabeling of the Police Department pay scales.

-4-

Increase the authorized strength of Police Lieutenant, Job Class # 631, Grade 606, Police Department by two to authorized strength of 10.

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 2025 budget, as necessary to facilitate the changes to the City’s classification plan enumerated in this ordinance.

Motion:	Councilman Holmes moved for the approval of Ordinance #18-24 and to waive the second reading.
Second:	Councilmen Curtis voted for approval.
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 6	Resolution – WRPD Pay Scale adjustment
<p>WHEREAS, the Interim City Administrator is making a recommendation to the Mayor and Council for changes in the form of an adjustment to be applied to the Police Department pay scales,</p> <p>WHEREAS the recommendation is to change the Police Department pay grade currently labeled as 609 used for the Assistant Police Chief position to be labeled as 610 and to add a new pay grade labeled as 609 to be used for the position of Police Major beginning on the first full pay period of the Fiscal Year 2025 budget, and,</p>	

WHEREAS, the Mayor and Council deem it in the best interest of the City of Warner Robins to officially adopt these Police Department pay scale changes.	
Motion:	Councilman Curtis moved for the approval.
Second:	Councilman Holmes
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 7	Resolution – WRPD Canine Retirement
<p>WHEREAS, “Kaster” is a canine service animal that has dutifully served the Warner Robins Police Department and is ripe to begin his well-deserved retirement.</p> <p>NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Warner Robins find that “Kaster” is no longer needed by the City for public use and that the value of animal is less than \$500.</p> <p>BE IT FURTHER RESOLVED that the Mayor and Council authorize the Police Department to deliver ownership of the animals to his respective handler.</p>	
Motion:	Councilman Lauritsen moved for the approval.
Second:	Councilman Bibb
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Citizen Comments: Ms. Antoinette Davis, Ms. Charlotte Crawford

Executive Session — Mayor Patrick requested a motion to enter into an executive session for Real Estate. Councilman Lauritsen motioned for Executive Session for Real Estate. Councilman Bibb seconded the motion for Real Estate. Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval of the executive session. The regular council meeting was suspended at 6:02 pm, and the governing body convened into executive session at 6:08 pm; the executive session ended at 6:28 pm. The City Clerk is in possession of the executive session minutes.

Mayor Patrick requested a motion to reconvene the meeting at 6:32 pm. Councilman Lauritsen motioned for the request. Councilman Lashley seconded. Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Adjournment: 6:32 pm

Next Regular Council Meeting: Monday, June 17, 2024

*Councilman Bibb was running late and arrived prior to item #1



Mandy Stella
City Clerk