



City of Warner Robins City Council Meeting Minutes

Monday, June 5, 2023

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: 5:42 p.m.

Adoption of the Agenda: Councilman Lauritsen moved to adopt the agenda with the addition of item #11; Board of Zoning Appeals appointment. Councilman Mack seconded the motion. Councilmen Mack, Bibb, Lauritsen, Lashley, Curtis and Holmes voted for adoption of the agenda.

Opening Prayer: Elder Warren; The Winning Church

Pledge of Allegiance: Craig Clifton; Director of Public Works

Announcements:

Proclamations/Awards/Presentations:

- Swearing in of WRPD Officer – Charles Dean Conley

Action Items:

Action Item 1	Presentation of Minutes from the Special Called Meeting of June 1, 2023.
The minutes of the Special Called Meeting of June 1, 2023 were presented for approval.	
Motion:	Councilman Bibb moved for the approval of the minutes for special called meeting of Thursday, June 1, 2023.
Second:	Councilman Curtis

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

Action Item 3 (A)	Purchasing Bids
	Purchasing Bid List item, attached hereto, were presented for approval. 12 items

Action Item 3 (B)	Employee Promotions
	The following employees are recommended for promotion by the Interim Finance Department Director. <ul style="list-style-type: none"> Sarah Rodriguez, promoted from Records Technician, Job Class #616, Grade 9, Police Department, to Accounts Payable Technician, Job Class #105, Grade 12, Finance Department, to be effective June 12, 2023.

Action Item 4		Motion – Keep Warner Robins Beautiful Appointments		
Postion #	Name	Representing	Term Ending	
10	Tim Bergl	Hospitality	Nov. 18, 2025	
11	Breanna Bassett	Business & Industry	Nov. 18, 2025	
14	Tony Greer	At Large	Nov. 18, 2025	
Motion:	Councilman Curtis moved for the approval			
Second:	Councilman Holmes			
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Curtis and Holmes voted for approval.			

Action Item 5		Resolution – Title VI Nondiscrimination; Georgia Department of Transportation		
<p>A resolution to authorize Mayor LaRhonda W. Patrick to execute a Title VI Nondiscrimination Agreement with the Georgia Department of Transportation, whereby the city will provide assurances for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended to the recipient by the Georgia Department of Transportation.</p>				
Motion:	Councilman Lauritsen moved for the approval			
Second:	Councilman Bibb			
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Curtis and Holmes voted for approval.			

Action Item 6		Resolution – Sewer Backup Policy		
<p>A resolution to authorize Mayor LaRhonda W. Patrick to implement the attached Policy and/or Procedure Statement for the Responsibility for Sewer Backup Problems for customers with active accounts in good standing.</p>				
Motion:	Councilman Mack moved for the approval			
Second:	Councilman Lashley			
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Curtis and Holmes voted for approval.			

Action Item 7 Resolution – Surplus Property (WRFD)	
<p>A resolution of Mayor and Council of the City of Warner Robins that the value of each individual item on the said Exhibit “A” is more than Five Hundred (\$500.00) Dollars.</p> <p>BE IT FURTHER RESOLVED that said property be sold or donated in accordance with the laws of the State of Georgia.</p> <ul style="list-style-type: none"> • 1989 E-One Model Pumper • 1991 E-One Model Pumper 	
Motion:	Councilman Lashley moved for the approval
Second:	Councilman Curtis
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 8 Ordinance #19-23 – City of Warner Robins Classification Plan Update	
<p>Ordinance #19-23 the governing authority of the City of Warner Robins that the City Classification Plan is amended as follows:</p> <p style="text-align: center;">-1-</p> <p>Create the position of Traffic Assistant PT, Job Class # 834, Grade 99, authorized strength of 1, Building and Inspections Department.</p> <p style="text-align: center;">-2-</p> <p>Abolish the position of ADA Specialist PT, Job Class # 833, Grade 99, authorized strength of 1, Building and Inspections Department.</p> <p>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 2023 budget, as necessary to facilitate the changes to the City’s classification plan enumerated in this ordinance.</p>	
Motion:	Councilman Bibb moved for the approval of Ordinance #19-23 and to waive the second reading.
Second:	Councilman Lauritsen
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 9	Ordinance #20-23 – Annexation –110 Timberlane Ave
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IT IS HEREBY ORDAINED by the GOVERNING AUTHORITY OF THE CITY OF WARNER ROBINS, GEORGIA, ANNEXING A TRACT OR PARCEL OF LAND CONTIGUOUS TO THE EXISTING CORPORATE LIMITS OF THE CITY, AND FOR OTHER PURPOSES.

WHEREAS, a petition has been received from BRIAN G. TRENT and LAURA L. TRENT to annex the property which is more particularly described as follows, to-wit:

All that tract or parcel of land lying and being in Land Lot 159 of the 10th Land District of Houston County, Georgia, being known and designated as Lot 29, Block "C", of a subdivision known as Ashley Hall, Section No. 2, Phase No. 2, according to a revised plat of survey, prepared by Clements Surveying Co., Inc., a copy of which is of record in Plat Book 46, Page 176, Clerk's Office, Houston Superior Court. Said Plat is hereby made a part of this description by reference thereto for all purposes.

This property is located at 110 Timberlane Avenue, Warner Robins, Georgia.

WHEREAS, the said land of BRIAN G. TRENT and LAURA L. TRENT, may be annexed pursuant to the provisions of the Official Code of Georgia Annotated Section 36-36-20 et seq., said lands being contiguous to the existing corporate limits of the City of Warner Robins and the petitioners being the sole owners of said properties; and

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

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Warner Robins, Georgia, and it is hereby ordained by authority of the same, that the petition from BRIAN G. TRENT and LAURA L. TRENT, on March 28, 2023, is adopted and approved and said properties are hereby incorporated into the City of Warner Robins, Georgia.

If any ordinance, or part thereof, of the City of Warner Robins is in conflict herewith, this ordinance shall have preference.

Motion:	Councilman Curtis moved for the approval of Ordinance #20-23 upon the condition that a request for installation of City water service be made and to waive the second reading.
Second:	Councilman Mack
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 10 Ordinance – FY2024 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, 2023 and ending June 30, 2024; 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, 2023 and ending June 30, 2024, attached hereto and made part hereof, for the funds and amounts referenced as follows are hereby approved and adopted:

**FY 2024
Budget, All Funds**

Fund	Budgeted Expenditures	Transfers to Other Funds	Total Expenditures and Transfers Out
General Fund	\$60,740,860	\$0	\$60,740,860
Capital Projects Funds	\$31,223,599	\$0	\$31,223,599
Sanitation Enterprise Fund	\$9,574,800	\$0	\$9,574,800
Water and Sewer Enterprise Fund	\$20,074,145	\$1,895,506	\$21,969,651
Natural Gas Enterprise Fund	\$19,223,886	\$2,320,716	\$21,544,602
Storm Water Drainage Enterprise Fund	\$2,750,624	\$0	\$2,750,624
Special Revenue Funds	\$15,136,821	\$2,114,875	\$17,251,696
Total Expenditures, All Funds	158,724,735	\$6,331,097	\$165,055,832

BE IT FURTHER ORDAINED that during the fiscal year of July 1, 2023 to June 30, 2024, the General Fund shall receive transfers of \$878,125 from the Tourist Allocation Board (TAB);\$183,000 from the Rental of Motor Vehicles;\$1,895,506 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.

If any ordinance or part thereof, of the City of Warner Robins is in conflict herewith, this ordinance shall have preference. If any provisions of this ordinance are held invalid, such invalidity shall not affect any of the other provisions, which can be given effect without the invalid provision, and, to this end, the provisions of this ordinance are declared to be severable.

Motion:	Councilman Lauritsen presented the First Reading
Second:	N/A
Outcome:	N/A

Action Item 11 Motion – Board of Zoning Appeals Appointment	
<u>Name</u>	<u>Term Expiring</u>
Josh Krivin	January 1, 2027
Motion:	Councilman Mack moved for the approval
Second:	Councilman Bibb
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Citizen Comments: Raymond Duda; Christopher Sweeney, Mike Hatcher

Adjournment: 6:24 pm

Next Regular Council Meeting: Tuesday, June 20, 2023



Mandy Stella
City Clerk