

City of Warner Robins
Draft Council Agenda
March 2, 2026
Council Chambers
700 Watson Blvd. Warner Robins, GA 31093
4:30 PM

Opening Prayer Led by – Pastor Matt Walls; Southside Baptist Church
Pledge of Allegiance by – Anna Millard; Northside HS (CWR Intern thru PIE Program)

Mayor Calls Meeting to Order

Adoption of the Agenda:

Motion –
Second –

Announcements:

Proclamations/Awards/Presentations:

- Proclamation – Girl Scouts Day
- Proclamation – Government Finance Professionals Week
- Proclamation – National Colorectal Cancer Awareness Month
- Proclamation – City of Warner Robins Founders Day

1. Work Session Items

- A. March 2, 2026 Agenda Discussion
- B. TAG Grant – Kate Hogan; Community and Economic Development
- C. 2026 Lifeguards – Preston Pooser; Recreation Parks and Cultural Services
- D. Concessions at Facilities – Preston Pooser; Recreation Parks and Cultural Services

2. Public Hearing – Application for Permit; O.C.G.A. § 36-72-7 – Attorney Julia Mize

3. Formal Public Comments Pertaining to Current Agenda Items

4. Consent Agenda – **Bibb**

- A. February 17, 2026 Meeting Minutes
- B. Resolution – Carahsoft e-PlanSoft
- C. Resolution – Employee Promotions
- D. Resolution – Fifth Asset, Inc. d/b/a DebtBook
- E. Resolution – Amendment of Solicitation/Modification of Contract; RAFB
- F. Purchasing Items
 - I. Community and Economic Development – Real Turf Solutions; \$58,853.75
 - II. Police Department – Dana Safety Supply Inc.; \$ 18,255.63
 - III. Police Department – JustFOIA; \$12,608.20

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. Motion – Application for Cemetery Relocation Permit – **Holmes**
6. Motion – Rezoning Petition – The Assembly of Warner Robins Inc./ +/-13.41 acres/ Gunn Road, directly adjacent (to the north) of 6040 Watson Boulevard/ R-4 [Multi Family Residential District] to R-1 [Single Family Residential District] – **Curtis**
7. Resolution – Joint Consent Agreement – **Lauritsen**
8. Ordinance – Classification Plan Update – **Lashley**
9. Ordinance – Veterans Issues Board Amendment – **Mack**

Citizen Comments
Council Comments
Mayor's Comments

Executive Session – Personnel

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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TREES ACROSS GEORGIA (TAG) GRANT INITIATIVES

Year Two Update

FEDERAL PROGRAM OBJECTIVES

- Promote the role of Community Forestry in human health and wellness
- Strengthen Community Forest health and biodiversity for long-term resilience
- Improve Community Forest management, maintenance and stewardship
- Diversify, leverage and increase funding for Community Forestry
- Increase public awareness and environmental education to promote stewardship
- Prioritize projects focusing work on extreme heat mitigation

STATE PROGRAM GOALS

- Foster strong partnerships with various organizations, city and county governments and the Georgia Tree Council
- Improve Community Forestry knowledge
- Encourage communities to recognize the public health benefits of trees

FUNDED BY THE USDA FOREST SERVICE THROUGH GEORGIA FORESTRY COMMISSION

\$750,950 IN GRANT FUNDING FOR TREE CANOPY IMPROVEMENTS IN ELIGIBLE COMMUNITIES



28

HAZARDOUS TREES AND 9 STUMPS REMOVED (PRIOR REMOVALS)



106

TREES PLANTED ACROSS 13 PUBLIC AREAS

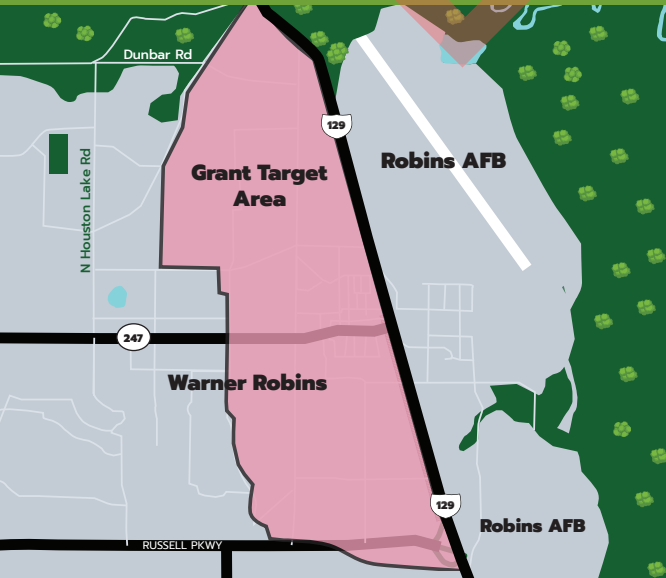


1.2 ACRES

OF IMPERVIOUS SURFACE AREA REMOVED



CERTIFIED ARBORIST IDENTIFIED RISKY TREES, AREAS OF PLANTING, AND SPECIES LIST TO INCREASE TREE CANOPY AND DIVERSITY



**\$750,950
TOTAL
FUNDING**



COMMERCIAL CIRCLE REMOVAL OF IMPERVIOUS SURFACE FOR GREENSPACE

HIGH-RISK TREE REMOVAL AND REPLANTING

100%

OF FUNDING GOES TOWARDS ELIGIBLE AREAS WITH NO MATCH REQUIRED BY THE CITY OF WARNER ROBINS



City of Warner Robins City Council Meeting Minutes

Tuesday, February 17, 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

City Officials Absent:

Councilman Charlie Bibb

Regular Meeting of Warner Robins City Council

Opening Prayer: Pastor Damien Walker; WR Church of Christ

Pledge of Allegiance: VHS AFJROTC--Cadets Lt. Col. Elijah Young and Major Mikaela Alvarado

Call to Order: 4:41 p.m.

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

Announcements:

Proclamations/Awards/Presentations:

- Award – Community Impact Award
 - Dr. Margaret Flower; Genesis Joy House
- Awards – Employee Service Awards
 - Shawn Hodge – Recreation, Parks and Cultural Services; 5 years
- Awards – GA Rookie Firefighter and Firefighter of the Year
 - Firefighter Joshua Theus – Georgia Rookie Firefighter of the Year
 - Engineer Lee White – Georgia Firefighter of the Year

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

Outcome:	N/A
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Action Item 1 (A)	Discussion of February 17, 2026 Agenda Items
All Items discussed in detail	

Action Item 1 (B)	Human Resources Policy Consideration – Opioid Antagonist Training and Administration
Melanie Byer, Human Resources Director presented information about the requirement to update and have “Opioid Antagonist Training and Administration” as part of the City of Warner Robins’ official policies.	

Mayor LaRhonda Patrick requested a motion to amend the agenda and move Executive Session - Pending Litigation to the end of the agenda. Councilman Lauritsen made a motion to move the Executive Session – Pending Litigation to the end of the agenda. Councilman Mack seconded the motion. Councilmen Mack, 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. February 2, 2026 Meeting Minutes B. Resolution – Georgia Economic Placemaking Collaborative Grant C. Resolution – CHIP 2024 Contract Amendment; Gilbert & Associates D. Resolution – Ardurra Master Service Agreement Extension E. Resolution – Ballistic Armor Defense & Equipment, LLC F. Resolution – ESG; Amendment No 1 to Task Order No 1 G. Purchasing Items – <ul style="list-style-type: none"> I. General Administration – Glass Doctor; \$17,754.00 II. General Administration – Tyler Software (SaaS); \$580,488.00 	

III. Utilities – Macon Supply; \$11,254.00	
Motion:	Councilman Mack moved for the approval of the consent agenda.
Second:	Councilman Lauritsen
Outcome:	Councilmen Mack, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 3 (A)	February 2, 2026 Meeting Minutes
The minutes of the Regular Meeting of February 2, 2026 were presented for approval.	

Action Item 3 (B)	Resolution – Georgia Economic Placemaking Collaborative Grant
<p>A resolution to 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.</p>	

Action Item 3 (C)	Resolution – CHIP 2024 Contract Amendment; Gilbert & Associates
<p>A resolution to authorize Mayor LaRhonda W. Patrick 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 and 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.</p>	

Action Item 3 (D)	Resolution – Ardurra Master Service Agreement Extension
<p>A resolution to 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.</p>	

Action Item 3 (E) Resolution – Ballistic Armor Defense & Equipment, LLC

A resolution to 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.

Action Item 3 (F) Resolution – ESG; Amendment No 1 to Task Order No 1

A resolution to 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.

Action Item 3 (G) Purchasing Items

- Purchasing Items**
- I. General Administration – Glass Doctor; \$17,754.00
 - II. General Administration – Tyler Software (SaaS); \$580,488.00
 - III. Utilities – Macon Supply; \$11,254.00

Action Item 4 Ordinance #06-26 – Budget Transfer; Building and Inspections

Ordinance #06-26 of the Governing Authority of the City of Warner Robins that \$7,000.00 be transferred from General Fund Balance Reserved for Capital Projects, established for Neighborhood Improvement Projects on August 02, 2021, via Ordinance #25-21 to the B&I Public Works budget for the purpose of funding certain neighborhood improvement projects.

Said funds shall be taken from Fund Balance Reserve Account #10-33015 and placed in the operating expenditure account referenced in the chart below:

Account	Description	Transfer In
4260-53222	B&I Streetlights	\$ 7,000.00
Total		\$ 7,000.00

Said funds shall be used for the purpose of completing the following projects:

- 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.

Motion:	Councilman Holmes moved for the approval of Ordinance #06-26 and to waive the second reading.
Second:	Councilman Lashley
Outcome:	Councilmen Mack, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 5	Ordinance #07-26 – Classification Plan Update
<p>Ordinance #07-26 of the by the governing authority of the City of Warner Robins that the City Classification Plan is amended as follows:</p> <p>Deactivate the position of Fire Captain Suppression, Job Class # 532, Grade # 20, authorized strength of 3, Fire Department.</p> <p>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.</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 2026 budget, as necessary to facilitate the changes to the City’s Classification Plan enumerated in this ordinance.</p>	
Motion:	Councilman Curtis moved for the approval of Ordinance #06-26 and to waive the second reading.
Second:	Councilman Holmes
Outcome:	Councilmen Mack, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 6	Resolution – Road Name Change of Pete’s Way
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A resolution 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".	
Motion:	Councilman Lashley moved for the approval.
Second:	Councilman Curtis
Outcome:	Councilmen Mack, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 7	Resolution – Engage Warner Robins Appointments	
A resolution 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
Motion:	Councilman Lauritsen moved for the approval.	
Second:	Councilman Curtis	
Outcome:	Councilmen Mack, Lauritsen, Lashley, Holmes and Curtis voted for approval.	

Oath of Office for Engage Board Member – Mark Yarborough

Citizen Comments – Johnny Johnson

Executive Session — Mayor Patrick requested a motion to enter into an executive session for Pending Litigation. Councilman Lauritsen motioned for Executive Session for Pending Litigation. Councilman Mack seconded the motion for Personnel. Councilmen Mack, Lauritsen, Lashley, Holmes and Curtis voted for approval of the executive session. The regular council meeting was suspended at 5:29 pm, and the governing body convened into executive session at 5:37 pm; the executive session ended at 6:25 pm. The City Clerk is in possession of the executive session minutes.

Mayor Patrick requested a motion to reconvene the meeting at 6:28 pm. Councilman Lauritsen motioned for the request. Councilman Mack seconded. Councilmen Mack, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Council Comments

Adjournment: 6:40 pm

Next Regular Council Meeting: Monday, March 2, 2026

Mandy Stella
City Clerk

DRAFT

STAFF REPORT

DEPARTMENT: BUILDING & INSPECTIONS

SUBMITTED BY: VICTOR SAVAGE

MEETING DATE: 2/17/26

AGENDA ITEM

Engineering plan review software subscription renewal.

E-plansoft - Web-based electronic plan review software yearly renewal. This includes hosting, software updates, maintenance, support & the public facing submittal portal.

STAFF RECOMMENDATION

Staff recommends approval of the continued use of the current plan review software. The renewal provides access for 14 users across multiple departments, including Building & Inspections, Fire, Community and Economic Development & Utilities.

BUDGET AND PROCUREMENT

Budgeted Item: Yes

Included In Current Operating Budget: Yes

Fiscal Impact: Yes

Total Project Cost: 65,248.92

Included In Current Capital Budget: Yes

Appropriations: Yes

Account Title / Number	Dollar Amount
010-004-01575-52041	65,248.92

ITEM DESCRIPTION

e-PlanSoft is an online plan review system the City uses to review building and development plans. It allows developers, contractors, and design professionals to submit plans electronically instead of on paper.

Using e-PlanSoft, City staff from departments such as Building & Inspections, Fire, Utilities, and Community and Economic Development can review the same plans at the same time, add comments, and coordinate approvals in one place.

This process improves efficiency, reduces paper use, shortens review times, and provides applicants with clearer feedback and real-time updates on the status of their project.

ALTERNATIVES

Choose not to renew and solicit software alternatives

ATTACHMENTS

1. Quote for software 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 Sales Order #1 between e-PlanSoft (“Licensor”) and the City of Warner Robins, Georgia (“Licensee”), for a term beginning March 15, 2026, and ending March 14, 2027, for the renewal of plan review software and public facing interface.

This 2nd day of March, 2026.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk

GOVERNMENT- PRICE QUOTATION

Agenda Item #4B



e-Plansoft at Carahsoft

11493 SUNSET HILLS ROAD, SUITE 100 | RESTON, VIRGINIA 20190
 PHONE (703) 871-8536 | FAX (703) 871-8505 | TOLL FREE (877) 99-ADOBE
 WWW.CARASOFT.COM



TO: Gabriel Ramirez
 Engineering & Inspections
 City of Warner Robins
 610B Watson Blvd
 City Hall Anex
 Warner Robins, GA 31093 USA

EMAIL: gramirez@wrga.gov

PHONE: (478) 302-5500

FROM: Leslie Garcia
 e-PlanSoft at Carahsoft
 11493 Sunset Hills Road
 Suite 100
 Reston, Virginia 20190

EMAIL: Leslie.Garcia@carahsoft.com

PHONE: (571) 662-3036

TERMS: FTIN: 52-2189693
 Shipping Point: FOB Destination
 Remit To: Same as Above
 Payment Terms: Net 30 (On Approved Credit)
 Cage Code: 1P3C5
 DUNS No: 088365767
 UEI: DT8KJHZXVJH5
 Credit Cards: VISA/MasterCard/AMEX
 Sales Tax May Apply

QUOTE NO: 53275043
QUOTE DATE: 01/22/2026
QUOTE EXPIRES: 02/21/2026
RFQ NO:
SHIPPING: ESD
TOTAL PRICE: \$65,248.92
TOTAL QUOTE: \$65,248.92

LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	QTY	EXTENDED PRICE
1	EPR-0100-2	eplansoft REVIEW subscription license - Web-Based Electronic Plan Review Software license for a named user - must be renewed each year. This includes eplansoft REVIEW Hosting in e-PlanSoft's Amazon Cloud, Software updates, and Maintenance and Support. ePlanSoft - EPR-0100 Start Date: 03/14/2026 End Date: 03/14/2027	\$3,935.93	OM 14	\$55,103.02
2	EPR-0200-2	eplansoft goPost Public Facing Portal -Public Portal which offers applicants the ability to create and track electronic plan review projects submitted to agencies performing plan reviews..Rate is per year ePlanSoft - EPR-0200 Start Date: 03/14/2026 End Date: 03/14/2027	\$10,145.90	OM 1	\$10,145.90
SUBTOTAL:					\$65,248.92
TOTAL PRICE:					\$65,248.92
TOTAL QUOTE:					\$65,248.92

Sales Order (SO) #1

Primary Customer Contact

Contact: Victor Savage
Email: vsavage@wrga.gov
Phone: (478) 302-5442

- The subscription is extended for 1 year from the Effective Date (the "Renewal Term").
- Thereafter, the term of this Sales Order automatically renews for success 1 year periods, each commencing with an anniversar of the Sales Order Effective Date ("Renewal Periods"), unless either party notifies the other of its intent not to renew at least 90 days prior to the start of any Renewal Period.
- Subscription License fees are charged annually and include cloud hosting, feature releases, product updates, user documentation, telephone, email, and online support.
- Subscription License Fees are subject to an annual adjustment of 5%.
- Subscription fees are due at time of signing.
- Professional services fees due at time of signing
- Travel expenses & Per Diem billed at Cost.
- Payment Upon Cancellation. Notwithstanding any provision to the contrary in the Sales Order, if services related to project implementation have been completed, all outstanding fees shall become immediately due and payable upon cancellation of the agreement, regardless of whether such cancellation is for cause or convenience.
- Public Entity Terms: The parties acknowledge and agree that any previously negotiated public entity addendum (e.g. indemnity limits, governing law, annual appropriation) continues to apply to this renewal.

Payment Terms: Due in Full Upon Execution of this Sales Order Form subject to annual appropriation under applicable law

This Sales Order is entered into, and effective as of March 15, 2026 ("Effective Date"), by and between e-PlanSoft, a California corporation with its principal place of business at 111 Pacifica, Suite 125, Irvine, CA 92618 ("Licensor"), and **City of Warner Robins, GA** ("Licensee"), with its principal place of business located at **700 Watson Blvd., Warner Robins, GA**.

This Sales Order is issued pursuant to, and incorporates by reference, the parties' **E-PLANSOFT SUBSCRIPTION TERMS AND CONDITIONS LICENSING AGREEMENT** dated **March 15, 2025**, including any public entity addendum and Service Level Agreement (collectively, the "LA"). If there is any conflict between this SO and the LA. The LA controls except as expressly stated herein for terms, fees, and quantities.

The individual signing this Sales Order on behalf of Licensee represents and warrants that he or she is duly authorized to enter into this Sales Order on behalf of Licensee.

Licensee

e-PlanSoft

Full Name

Full Name

Title

Title

Signature

Signature

Date

Date

REVIEWED AS TO FORM


CITY ATTORNEY
SUBJECT TO MAYOR AND COUNCIL APPROVAL

DRAFT

STAFF REPORT

DEPARTMENT: HUMAN RESOURCES
 SUBMITTED BY: KEN FENNEL AND MELANIE BYER
 MEETING DATE: MARCH 2, 2026

AGENDA ITEM

Employee Promotions

Eleven employees are recommended for promotion by their respective department directors.

STAFF RECOMMENDATION

Approve employee promotions submitted by department directors.

BUDGET AND PROCUREMENT

Budgeted Item: Yes/No

Included In Current Operating Budget: Yes/No

Fiscal Impact: Yes/No

Total Project Cost: \$24,000

Included In Current Capital Budget: N/A

Appropriations: N/A

Account Title / Number	Dollar Amount
Matthew Pitts – 53-000-04300	\$2.2375 hourly increase
Anthony Chestnut - 53-000-04300	\$2.4244 hourly increase
James Freeman – 10-005-03520	\$2.9924 hourly increase
Robert Rogers - 10-005-03520	\$2.8622 hourly increase
Brian White - 10-005-03520	\$3.2710 hourly increase
Jacob Grube - 10-005-03520	\$2.2726 hourly increase
Jake Gilbert - 10-005-03520	\$2.2823 hourly increase
Cameron Thorn - 10-005-03520	\$2.2726 hourly increase
Rochelle Bloyer - 10-005-03520	\$1.8858 hourly increase
Christian Cook - 10-005-03520	\$1.8036 hourly increase
Gabriel Floyd - 10-005-03520	\$1.9365 hourly increase

External Funding Sources: N/A

Account Title / Number	Dollar Amount
If any funding will be provided by outside partners or agencies, list them with the corresponding amounts	N/A

ITEM DESCRIPTION

Vacancies are generated when employees retire, resign, or are separated in other ways. Department Directors request that the vacant position be advertised externally or internally only. This process requires posting the job, receiving applications from outside persons, job interest forms from current employees, interviews, and other steps. After completion of the process, if a current employee is selected to fill the position rather than an outside applicant and the new job is a higher pay grade than the employee’s current pay grade, then it is considered a promotion. The department director then requests a resolution for promotion be presented to the Mayor and Council for the employee(s) to be promoted. This typically involves a 10% pay increase. Human Resources reviews the submitted hiring process paperwork to ensure the approved steps were followed and submits a resolution for approval of the requested promotions made by the department directors.

ALTERNATIVES

Disapprove the requested promotions and operate below staff. This impacts task efficiency.

ATTACHMENTS

1. Promotion Resolution

CITY OF WARNER ROBINS
STATE OF GEORGIA

RESOLUTION

WHEREAS, the following employees are recommended for promotion by their respective Department Directors,

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

NOW, THEREFORE, BE IT RESOLVED that these promotions be approved as follows:

-1-

Matthew Pitts, promoted from UT Maintenance Worker II (Water), Job Class #918, Grade 09, Utility Department to Equipment Operator (Water), Job Class #913, Grade 10, Utility Department, to be effective March 2, 2026.

-2-

Anthony Chestnut, promoted from Heavy Equipment Operator (Sewer), Job Class #935, Grade 12, Utility Department to UT Maintenance Crew Leader (Water), Job Class #909, Grade 15, Utility Department, to be effective March 2, 2026.

-3-

James Freeman, promoted from Fire Lieutenant, Job Class #524, Grade 18, Fire Department, to Battalion Chief of Operations, Job Class #530, Grade 22, Fire Department, to be effective March 2, 2026.

-4-

Robert Rogers, promoted from Fire Lieutenant, Job Class #524, Grade 18, Fire Department, to Battalion Chief of Operations, Job Class #530, Grade 22, Fire Department, to be effective March 2, 2026.

-5-

Brian White, promoted from Fire Lieutenant, Job Class #524, Grade 18, Fire Department, to Battalion Chief of Operations, Job Class #530, Grade 22, Fire Department, to be effective March 2, 2026.

-6-

Jacob Grube, 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 March 2, 2026.

-7-

John J. Gilbert, 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 March 2, 2026.

-8-

Cameron Thorn, 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 March 2, 2026.

-9-

Rochelle Bloyer, promoted from Firefighter, Job Class #520, Grade 14, Fire Department, to Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to be effective March 2, 2026.

-10-

Christian Cook, promoted from Firefighter, Job Class #520, Grade 14, Fire Department, to Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to be effective March 2, 2026.

-11-

Gabrielle Floyd, promoted from Firefighter, Job Class #520, Grade 14, Fire Department, to Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to be effective March 2, 2026.

This _____ day of _____, 2026

By: _____
LaRhonda W. Patrick, Mayor

ATTEST:

Mandy Stella, City Clerk

DRAFT

STAFF REPORT

DEPARTMENT: FINANCE

SUBMITTED BY: SHARON HALL

MEETING DATE: MARCH 16, 2026

AGENDA ITEM

Contract Award: Fifth Asset, Inc DBA DebtBook (DebtBook)

DebtBook provides integrated debt management, lease management and subscription management software that supports key financial management and regulatory compliance needs for the City Finance Department.

STAFF RECOMMENDATION

Approve the renewal contract with Fifth Asset, Inc. dba DebtBook to support compliance with GASB Statement No. 87 (leases) and GASB statement No. 96 (Subscription Based Information Technology Arrangements SBITAs). The continued use of DebtBook will enhance reporting accuracy, ensure regulatory compliance, and improve operational efficiency within the Finance Department. DebtBook is also integrated with the City's new ERP system provided by Tyler Technologies, further supporting streamlined financial operations.

BUDGET AND PROCUREMENT

Budgeted Item: Yes

Included In Current Operating Budget: Yes

Fiscal Impact: Yes

Total Project Cost: \$45,000.00

Included In Current Capital Budget: No

Appropriations: Yes

Account Title / Number	Dollar Amount
PROFESSIONAL SERVICES 10-1-1512-52021-000-000	\$45,000.00

External Funding Sources:

Account Title / Number	Dollar Amount
N/A	N/A

ITEM DESCRIPTION

The City has an existing contract with Fifth Asset, Inc. DBA DebtBook for software services that support compliance with accounting standards related to debt management, debt accounting, lease management and SBITA reporting. The proposed renewal will continue the City's access to the

DebtBook platform, allowing the Finance Department to centrally manage obligations, automate calculations, and generate audit ready reports. Approval of the renewal amendment and order form is required prior to continued service.

ALTERNATIVES

Should the Mayor and City Council choose not to approve the DebtBook renewal, the Finance Department would need to revert to spreadsheet based tracking of debt, leases, and subscription agreements. While this option would avoid immediate costs, it would result in reduced efficiency, increased risk, greater audit challenges, and increased workload for staff.

ATTACHMENTS

1. Renewal Amendment & Order Form
2. GASB 87 Information
3. GASB 96 Information

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 Renewal Amendment to the Agreement dated May 1, 2022, between DebtBook (“Provider”) and the City of Warner Robins, Georgia (“Customer”), for the renewal of Debt Management Core, Debt Accounting, and Lease & SBITA Management software-as-a-service application services.

BE IT FURTHER RESOLVED that said Renewal Amendment shall extend the term of the Agreement for an additional three (3) years, beginning April 30, 2026, and ending April 29, 2029. BE IT FURTHER RESOLVED that the annual recurring subscription fee for the Renewal Term shall be Fifteen Thousand Dollars (\$15,000.00) per year, for a total contract value of Forty-Five Thousand Dollars (\$45,000.00) over the three-year term, with no one-time implementation fees.

BE IT FURTHER RESOLVED that payment of the annual fees shall be due on April 30, 2026, and on each anniversary thereafter, subject to the payment terms set forth in the Agreement and annual budget appropriations.

BE IT FURTHER RESOLVED that the Renewal Amendment shall amend the definition of “Application Services” to include the Products and other application-based services offered through the DebtBook application, as specified in the applicable Order Form, and that all other terms and conditions of the original Agreement shall remain in full force and effect unless expressly modified by the Renewal Amendment.

This 2nd day of March, 2026.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk



RENEWAL AMENDMENT & ORDER FORM

This Renewal Amendment & Order Form (“Renewal Amendment”) to the existing Agreement, as defined below, is entered into between Fifth Asset, Inc. d/b/a DebtBook (“DebtBook”) and the Customer identified in the signature block below (“Customer”)(together, the “Parties”), is effective as of the date of Customer’s signature below and amends the Agreement as set forth below.

RECITALS

WHEREAS, the Parties have previously executed the Agreement dated May 1, 2022 (together, the “Agreement”), as amended, which established the rights and obligations of each party with respect to the Services.

WHEREAS, the Parties now wish to amend the Agreement to renew the Agreement and the Services for an additional three years.

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein and the continuing rights and obligations of the parties as set forth in the Agreement and the Renewal Amendment, the parties agree as follows:

SERVICES & FEES

Item & Description
Debt Management Core Annual recurring fee for DebtBook's debt management software-as-a-service application provided to Customer through access to the Application Services Debt Accounting Annual recurring fee for DebtBook's debt accounting software-as-a-service application provided to Customer through access to the Application Services Lease & SBITA Management Complete Annual recurring fee for DebtBook's Lease and SBITA management software-as-a-service application provided to Customer through access to the Application Services

Annual Summary	Year 1	Year 2	Year 3
Recurring Subscription Fees	\$15,000.00	\$15,000.00	\$15,000.00
One-Time Implementation Fees	\$0.00		
Annual Total	\$15,000.00	\$15,000.00	\$15,000.00
TOTAL CONTRACT VALUE			\$45,000.00

TERMS

- The Parties have agreed to renew and extend the Agreement for an additional three years beginning on April 30, 2026 (the “Renewal Date”) and concluding on April 29, 2029 (the “Renewal Term”).
- The definition for “Application Services” in the Agreement is hereby amended to mean the Products and other application-based services that DebtBook offers to Customer through access to the DebtBook application.

“Products” means, collectively, any products DebtBook may offer to Customer from time to time through the Application Services, in each case as established in any Order Form then in effect. The specific Products offered to Customer as part of the Application Services are limited to those Products expressly described in any Order Form then in effect.

3. The Fees for each year of the Renewal Term are set forth above and will be due and payable on the Renewal Date and on each anniversary thereafter, subject in each case to the payment terms in the Agreement.
4. Any reference to the “Agreement” will mean the Agreement as modified by this Renewal Amendment. On the first day of the Renewal Term, this Renewal Amendment will constitute an “Order Form” as defined in the Agreement. Capitalized terms not defined herein will have the same meaning ascribed to them as set forth in the Agreement.
5. The express provisions of this Renewal Amendment constitute the sole amendment and modification of the Agreement by and between the Parties in connection with the Renewal Term. This Renewal Amendment may be executed in counterparts, including facsimile or other electronic counterparts.
6. Each of the undersigned represents that they are authorized to (1) execute and deliver this Renewal Amendment on behalf of their respective party and (2) bind their respective party to the terms of the Agreement, and (3) sufficient funds have been appropriated and are available to pay any Fees due under the Agreement in Customer’s current fiscal year.

Fifth Asset, Inc. d/b/a DebtBook

Warner Robins, GA

By:

By:

Name:

Name:

Title:

Title:

Date:

Date:

STAFF REPORT

DEPARTMENT: UTILITIES

SUBMITTED BY: MONTIE WALTERS

MEETING DATE: MARCH 02, 2026

AGENDA ITEM

Contract Amendment - RAFB Natural Gas Service Agreement

Consideration of an amendment to the natural gas services agreement with Robins Air Force Base for the purpose of changing the federal government tracking number assigned to the agreement.

STAFF RECOMMENDATION

Staff recommends approval, as presented, of an amendment to the Natural Gas Services Agreement with Robins Air Force Base and the authorization of the Mayor to execute all necessary documents.

BUDGET AND PROCUREMENT

Budgeted Item: No

Included In Current Operating Budget: No

Fiscal Impact: No

Total Project Cost: N/A

Included In Current Capital Budget: No

Appropriations: No

ITEM DESCRIPTION

The City of Warner Robins is entering the third year of a ten-year agreement with Robins Air Force Base (RAFB) for the provision of natural gas services to the installation. As has been the case under previous agreements with RAFB, the federal government requests that the agreement be modified to reflect a change to the federal contract tracking number assigned to the agreement. Such modification has no material impact on the terms of the agreement, making only an administrative change to a reference number used by the federal government.

ALTERNATIVES

The only available alternative is to reject the requested contract modification; however, doing so would be problematic for Robins Air Force Base and provide no benefit to the City of Warner Robins.

ATTACHMENTS

1. Contract Amendment - RAFB Natural Gas Service Agreement
2. Resolution - Contract Amendment RAFB Natural Gas Service Agreement

**STATE OF GEORGIA
CITY OF WARNER ROBINS**

RESOLUTION

BE IT RESOLVED that the Mayor and Council of the City of Warner Robins authorize Mayor LaRhonda W. Patrick to execute the attached Amendment of Solicitation/Modification of Contract between Robins Air Force Base (“United States of America”) and the City of Warner Robins (“City”) for exercising Annual Option II for the period of performance 1 Mar 2026 through 28 Feb 2027, Interruptible Natural Gas; firm fixed price.

This 2nd day of March, 2026.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE J	PAGE 1 OF 1
2. AMENDMENT/MODIFICATION NUMBER P00003		3. EFFECTIVE DATE 17 Feb 2026	4. REQUISITION/PURCHASE REQUISITION NUMBER	5. PROJECT NUMBER (if applicable)
6. ISSUED BY CODE FA8501 FA8501 AFSC PZIO 375 PERRY ST BLDG 255, CP 478 222 4098 ROBINS AFB, GA 31098-1672 UNITED STATES DERRICK HARGROVE, Contract Specialist, Email: derrick.hargrove@us.af.mil Telephone: 210-709-7857 Angela Whitley, Contracting Officer, Email: angela.whitley@us.af.mil Telephone: 478-926-7989		7. ADMINISTERED BY (if other than Item 6) CODE SCD: PAS:		
8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code) CITY OF WARNER ROBINS 700 WATSON BLVD WARNER ROBINS, GA 31093-3466 UNITED STATES Lydia Humphrey, COMPTROLLER, Email: lhumphrey@wrga.gov Telephone: 4782931082			<input type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NUMBER <input type="checkbox"/> 9B. DATED (SEE ITEM 11) <input checked="" type="checkbox"/> 10A. MODIFICATION OF CONTRACT/ORDER NUMBER FA850124C0006 <input type="checkbox"/> 10B. DATED (SEE ITEM 13) 29 Feb 2024	
CODE: 09GK5		FACILITY CODE:		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning ___ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (if required) See Section G - Contract Administration Data				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NUMBER AS DESCRIBED IN ITEM 14.				
CHECK ONE				
<input type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.			
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).			
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:			
<input checked="" type="checkbox"/>	D. OTHER (Specify type of modification and authority) 52.217-9; Option I to Extend the Term of the Contract			
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return ___ copies to the issuing office.				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Modification Tracking Number: FA850124C0006U00003 See Schedule				
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.				
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Angela D. Whitley		
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Angela D Whitley</i>	16C. DATE SIGNED 17 Feb 2026	
(Signature of person authorized to sign)		(Signature of Contracting Officer)		

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SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

Block 14 (Description of Amendment/Modification): The purpose of this modification is to:

1. Exercise Option Year II (2), Interruptible Natural Gas with the City of Warner Robins, GA. Funding for this requirement is provided on MORD F3Q2AD5336MU01. The period of performance for this option is 1 Mar 2026 through 28 Feb 2027.

All other terms and conditions remain unchanged.

Section B - Supplies or Services & Prices or Costs

Option Line Item 2001

The following Line Item modifications were made:

Information	From	To
Option	Yes	No
Exercised Option	No	Yes
Option Exercise Date		17 Feb 2026

Item	Supplies / Services	Quantity	Unit	Unit Price	Amount
2001 Option Exercised	<p>ANNUAL OPTION II</p> <p>INTERRUPTIBLE NATURAL GAS Furnish regulated interruptible natural gas utility service on a full service basis including transportation and all associated services requested by the government from the contractor at the premises to be served in accordance with the attached general and technical provisions and Performance Work Statement.</p> <p>Product Service Code: S111 Pricing Arrangement: Firm Fixed Price</p>	1	Lot		

STAFF REPORT

DEPARTMENT: COMMUNITY AND ECONOMIC DEVELOPMENT

SUBMITTED BY: TIFFANY BOWEN

MEETING DATE: MARCH 2, 2026

AGENDA ITEM

Consideration for the use of Trees Across Georgia (TAG) Grant funds to plant 60 trees and establish a healthy tree canopy in the CEJST target area.

STAFF RECOMMENDATION

Staff recommends approval of this expenditure for the planting of selected trees within the TAG Grant target area. The trees were thoughtfully chosen in collaboration with Public Works and the Georgia Forestry Commission, with careful consideration of land use, site conditions, and soil profiles to ensure long-term health, suitability, and sustainability.

BUDGET AND PROCUREMENT

Budgeted Item: Yes

Included In Current Operating Budget: Yes

Fiscal Impact: No

Total Project Cost: \$58,853.75

Included In Current Capital Budget: N/A

Appropriations: N/A

Account Title / Number	Dollar Amount

External Funding Sources:

Account Title / Number	Dollar Amount
TAG GRANT 7500-52119	\$58,853.75

ITEM DESCRIPTION

The City of Warner Robins is the recipient of \$750,950 in Trees Across Georgia (TAG) Grant funding over a four-year period to support tree planting in disadvantaged areas identified by the Climate and Economic Justice Screening Tool (CEJST). The City is currently in year three of the grant cycle. To remain eligible for future funding, annual tree planting goals must be met and designated funds fully expended by the end of each year.

This expenditure is consistent with the Forestry Commission’s previously approved planting locations for Year Three. The proposed project will increase canopy coverage within a tract that currently scores 0.67 out of 1.0 on the Tree Equity Priority Index, which ranks areas for planting by integrating tree canopy gaps with climate risk, environmental health, and socioeconomic vulnerability to identify where planting is most needed.

In addition, this tree planting will establish a natural vegetative buffer in place of the existing chain-link fence. By incorporating the City's official tree, Tulip Poplar, along with the male cultivar Ginkgo, 'Autumn Gold,' the project will provide long-term community benefits. As the trees mature, they are expected to offer modest noise reduction for adjacent residences while also visually narrowing the roadway corridor, a design effect that works to discourage speeding.

The third lowest bidder, Real Turf Solutions, was selected for this project due to compliance, accuracy, and demonstrated capacity to fulfill the contract requirements. US Lawns, the lowest bidder, did not complete the bid pricing in accordance with the RFP instructions. Furthermore, the City has experienced documented challenges in executing contracts with this company in the past. Dalton Landscapes, the second-lowest bidder, included a cost item in their proposal that is not eligible under grant funding guidelines and was not an itemized cost listed in the breakdown on the RFP. Their proposal also indicated potential difficulty in securing the specified 3.5-inch caliper Tulip Poplars, despite no sizing exceptions being permitted in the bidding process for this species. Their statement that Tulip Poplars are uncommon in commercial nursery inventories at sizes exceeding 3.0-inch caliper is inconsistent with recent City projects, including the planting of seventeen 4.5-inch caliper Tulip Poplars last year under the TAG grant. Additionally, Dalton Landscapes noted that substitutions to the specified Ginkgo cultivar might be necessary, suggesting that trees were not sourced or verified prior to proposal submission, as no source is listed in their proposal per RFP instructions. Given these concerns, along with their out-of-state location limiting their ability to monitor and supplement watering during the required one-year warranty period, the third lowest bidder was determined to be the most responsive and capable of meeting the project specifications and long-term maintenance obligations.

ALTERNATIVES

Choose to delay, revise, or not approve this tree planting proposal. However, delaying this project would result in missing the seasonal planting for this project.

ATTACHMENTS

1. Bid tabulation sheet

BID TABULATION
 BID NO.: 26-CED-4750 COLEMAN BLVD TREE PLANTING

Line #	Description	QTY	UOM	U.S. Lawns		Dalton Landscapes		Paulk Landscaping		Real Turf Solutions		AEM Services, LLC	
				Macon, GA	Total Price	Washburn, TN	Total Price	Cochran, GA	Total Price	Perry, GA	Total Price	Fort Valley, GA	Total Price
1	Coleman Blvd Tree Planting	1	LS	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
					54,816.94		56,125.00		58,800.00		58,853.75		\$67,450.00

DRAFT

STAFF REPORT

DEPARTMENT: POLICE DEPARTMENT
 SUBMITTED BY: CHIEF WAYNE FISHER
 MEETING DATE: MARCH 2, 2026

AGENDA ITEM

Request for approval for upfitting an existing vehicle for patrol operations. Vendor of services is Dana Safety Supply, Inc

STAFF RECOMMENDATION

Approve the request as it will allow an existing vehicle in fleet to be upfitted for patrol functions without incurring the cost of purchase of the base vehicle and equip to achieve the same result.

BUDGET AND PROCUREMENT

Budgeted Item: Yes

Included In Current Operating Budget: Yes

Fiscal Impact: Yes

Total Project Cost: \$18,255.63

Included In Current Capital Budget: Yes

Appropriations: Yes

Account Title / Number	Dollar Amount
3220-52141	\$18,255.63

External Funding Sources:

Account Title / Number	Dollar Amount
Not Applicable	N/A

ITEM DESCRIPTION

Vendor of services is Dana Safety Supply, Inc. who is on the State approved listing as a vendor. Dana Safety Supply, Inc. has provided up-fitting services for agency vehicles and has been found to be the lowest cost for the services. Up-fitting will include services of installing emergency equipment, and installation of computer docking stations. This up-fitting will be performed on an existing fleet vehicle which is currently an un-marked unit with low mileage. In approving this request the savings to the agency for a marked patrol unit is greatly reduced over the procurement of a base vehicle and up-fitting at the cost of around \$74,000.00.

ALTERNATIVES

Not approve the request for the needed purpose. The agency will then enter into the procurement process to purchase additional vehicle and up-fitting at a substantial cost increase over what is being proposed.

ATTACHMENTS

1. Invoice for services

DRAFT

Sales Quote

DANA SAFETY SUPPLY, INC
500 S EDWARDIA DR
GREENSBORO, NC 27409

Telephone: 800-845-0045

Sales Quote No.	606916-F
Customer No.	WARNE

Bill To
CITY OF WARNER ROBINS ACCOUNTS PAYABLE PO BOX 8629 WARNER ROBINS, GA 31095

Ship To
DSS PRESTON ATT: INSTALLS / WARNER ROBINS GA

Contact:
Telephone: 478-293-1083 A/P
E-mail: wrinvoices@wrga.gov

Contact:
Telephone:
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
12/18/25	UPS GROUND FREIGHT	QUOTED FREIGHT	PATROL SUV	NET30
Entered By		Salesperson	Ordered By	Resale Number
JJ ETHERIDGE		Jeremy Kennedy - Preston GA	TODD ROUNTREE	

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
0	0	N	VEHICLE VEHICLE - SEE SPECS BELOW Warehouse: PRES LIST ALL VEHICLE INFO - TO INCLUDE DEALER PROVIDING VEHICLE IF REQUIRED YEAR: 2026 MAKE: FORD MODEL: PIUT	0.0000	0.00
1	1	N	EMPLB010RD-033 SOI mpower Exterior Full Size Lightbar Warehouse: PRES QSF004671 *****TINTED LENSES*****	1,747.9000	1,747.90
1	1	Y	EMPLB01H97-4K3 (New Stealth Bar) ENGSA5200RSP SOI, 500 SERIES PUSHBTN 200W CNTRL, DUAL TONE, +VO Warehouse: PRES bluePRINT® 500 Series Remote Control System with Button Control, 10-16v - 200 watt dual-tone	671.5300	671.53
1	1	Y	ETSS100J SOI 100J SERIES COMPOSITE SPEAKER Warehouse: PRES 100J series composite speaker w/ universal bail brkt-100 watt	151.0000	151.00

Print Date	02/01/26
Print Time	03:19:17 PM
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Sales Quote

DANA SAFETY SUPPLY, INC
500 S EDWARDIA DR
GREENSBORO, NC 27409

Telephone: 800-845-0045

Sales Quote No.	606916-F
Customer No.	WARNE

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CITY OF WARNER ROBINS ACCOUNTS PAYABLE PO BOX 8629 WARNER ROBINS, GA 31095

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DSS PRESTON ATT: INSTALLS / WARNER ROBINS GA

Contact:
Telephone: 478-293-1083 A/P
E-mail: wrinvoices@wrga.gov

Contact:
Telephone:
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
12/18/25	UPS GROUND FREIGHT	QUOTED FREIGHT	PATROL SUV	NET30
Entered By		Salesperson	Ordered By	Resale Number
JJ ETHERIDGE		Jeremy Kennedy - Preston GA	TODD ROUNTREE	

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	Y	ENGLMK008 SOI BLUEPRINT PIU LINK MICRO KIT Warehouse: PRES bluePRINT Link(R) Micro Kit, includes Module and Vehicle Harness for Ford Transit 2020-2023, Ford Explorer / Police Interceptor Utility (PIU) 2016-2023, Ford F150 2017-2020 only, Ford F250-F550 without large infotainment screen 2017-2022, Ford Escape 2020-2023	268.4200	268.42
1	1	N	ENGSYMD01 SOI SOUND OFF / BLUEPRINT SYNC MODULE Warehouse: PRES	188.5000	188.50
2	2	N	ENGND04102 SOI 10 OUTPUT REMOTE NODE W/ MAGNETIC I.D. Warehouse: PRES	141.6700	283.34
2	2	Y	ENGHNK05 SOI 18" REMOTE NODE HARNESS Warehouse: PRES 18 inch Harness Kit for Remote Node	39.6700	79.34
2	2	N	ELUC3H010E SOI UNIV UNDERCOVER LED INSERT, 5 WIRE BLUE/WHITE Warehouse: PRES Single Light Kit BLUE/WHITE mounted in head light housing	65.0500	130.10

Print Date	02/01/26
Print Time	03:19:17 PM
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Sales Quote

DANA SAFETY SUPPLY, INC
500 S EDWARDIA DR
GREENSBORO, NC 27409

Telephone: 800-845-0045

Sales Quote No.	606916-F
Customer No.	WARNE

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 ACCOUNTS PAYABLE
 PO BOX 8629
 WARNER ROBINS, GA 31095

Ship To

DSS PRESTON
 ATT: INSTALLS / WARNER ROBINS
 GA

Contact:
Telephone: 478-293-1083 A/P
E-mail: wrinvoices@wrga.gov

Contact:
Telephone:
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
12/18/25	UPS GROUND FREIGHT	QUOTED FREIGHT	PATROL SUV	NET30
Entered By		Salesperson	Ordered By	Resale Number
JJ ETHERIDGE		Jeremy Kennedy - Preston GA	TODD ROUNTREE	

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
4	4	N	EMPS2QMS4E SOI MPOWER FASCIA 4"12-LED QUICK MNT BLUE/WHITE Warehouse: PRES MOUNTED ON IN FOG LIGHT LOCATION mounted on side of push bumper	112.9800	451.92
2	2	N	EMPS2QMS2B SOI MPOWER FASCIA 4" 6-LED QUICK MNT BLUE Warehouse: PRES **Mounted on Cargo Hatch**	95.5200	191.04
2	2	Y	EMPS1STS3E SOI, MPWR FASCIA, 3", STM, BLK HSG, BLU/WHT Warehouse: PRES mpower® 3" Grille Stud Mount Fascia Light for Grille Mount application, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 8 LED, Dual Color - Blue/White mounted in grill	104.4100	208.82
2	2	Y	ENT3B3E SOI INTERSECTOR 18-LED SFC MNT,BLK HSG BLUE/WHITE Warehouse: PRES	163.8700	327.74
2	2	Y	PMP2BKUMB4 SOI 2020 PIUT UNDER MIRROR MNT BRACKET, EACH Warehouse: PRES	23.4700	46.94

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Sales Quote

DANA SAFETY SUPPLY, INC
500 S EDWARDIA DR
GREENSBORO, NC 27409

Telephone: 800-845-0045

Sales Quote No.	606916-F
Customer No.	WARNE

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Ship To
DSS PRESTON ATT: INSTALLS / WARNER ROBINS GA

Contact:
Telephone: 478-293-1083 A/P
E-mail: wrinvoices@wrga.gov

Contact:
Telephone:
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
12/18/25	UPS GROUND FREIGHT	QUOTED FREIGHT	PATROL SUV	NET30
Entered By		Salesperson	Ordered By	Resale Number
JJ ETHERIDGE		Jeremy Kennedy - Preston GA	TODD ROUNTREE	

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	ESLRL6115E SOI, SL RUNNING, 61", 5MOD, B/W, 2CLR/DUO Warehouse: PRES SL Running Light, 61" - 5 Module, Dual Color Blue/White, Blue Print Compatible	299.3500	598.70
2	2	Y	PSLVBK01 SOI MOUNT KIT FOR SL LIGHTS 2020+ PIU Warehouse: PRES	25.5200	51.04
4	4	Y	EMPS1SLS3E SOI, MPWR FASCIA, 3", STM, BLK HSG, BLU/WHT Warehouse: PRES mpower 3" Fascia Light w/ Stud Mount, 18" hard wire w/ sync option, Black Housing, 8 LED, Dual Color - Blue/White	104.4100	417.64
2	2	Y	EMPS1SLS3J SOI, MPWR FASCIA, 3", STM, BLK HSG, RED/BLU Warehouse: PRES 3" Fascia Light w/ Stud Mount, 18" hard wire w/ sync option, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 8 LED, Dual Color - Red/Blue	104.4100	208.82
1	1	Y	PMP1BK007 SOI PIU D PILLAR KIT, BOTH SIDES Warehouse: PRES LIGHTS NOT INCLUDED	144.5200	144.52

Print Date	02/01/26
Print Time	03:19:17 PM
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Sales Quote

DANA SAFETY SUPPLY, INC
500 S EDWARDIA DR
GREENSBORO, NC 27409

Telephone: 800-845-0045

Sales Quote No.	606916-F
Customer No.	WARNE

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DSS PRESTON ATT: INSTALLS / WARNER ROBINS GA

Contact:
Telephone: 478-293-1083 A/P
E-mail: wrinvoices@wrga.gov

Contact:
Telephone:
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
12/18/25	UPS GROUND FREIGHT	QUOTED FREIGHT	PATROL SUV	NET30
Entered By		Salesperson	Ordered By	Resale Number
JJ ETHERIDGE		Jeremy Kennedy - Preston GA	TODD ROUNTREE	

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	N	ETSKLF101 SOI LOW FREQUENCY AFTERSHOCK SIREN W/1 SPEAKERS Warehouse: PRES LF Aftershock Siren System, includes: 100 Watt Speaker, 200 Watt Amplifier and Universal Bracket	383.8800	383.88
2	2	N	EMPS2QMS5RBW SOI MPOWER FASCIA 4"18-LED QUICK MNT RED/BLUE/WH Warehouse: PRES tag lights	108.8300	217.66
2	2	N	EWLPT001 SOI INTEROR COMPACT LIGHT WHITE Warehouse: PRES	23.4700	46.94
4	4	Y	EMPS4STS4E SOI, MPWR HD, 4", STM, CLR HSG, BLU/WHT Warehouse: PRES FORWARD FACING ON THE PUSHBUMPER	112.8100	451.24
1	1	N	PK1125ITU20TM SMC #10XL C Uncoated Polycarbonate Partition Warehouse: PRES 2020 FORD INTERCEPTOR - SUV.#10XL C Uncoated Polycarbonate XL (Xtra Legroom) TM (Tall Man) Partition. Include Recessed Panel & Lower Extension Panels Expanded metal cover over horizontal sliding window opening. *****	724.0400	724.04

Print Date	02/01/26
Print Time	03:19:17 PM
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Sales Quote

DANA SAFETY SUPPLY, INC
500 S EDWARDIA DR
GREENSBORO, NC 27409

Telephone: 800-845-0045

Sales Quote No.	606916-F
Customer No.	WARNE

Bill To
CITY OF WARNER ROBINS ACCOUNTS PAYABLE PO BOX 8629 WARNER ROBINS, GA 31095

Ship To
DSS PRESTON ATT: INSTALLS / WARNER ROBINS GA

Contact:
Telephone: 478-293-1083 A/P
E-mail: wrinvoices@wrga.gov

Contact:
Telephone:
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
12/18/25	UPS GROUND FREIGHT	QUOTED FREIGHT	PATROL SUV	NET30
Entered By		Salesperson	Ordered By	Resale Number
JJ ETHERIDGE		Jeremy Kennedy - Preston GA	TODD ROUNTREE	

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	Y	PK0123ITU202ND SMC 12-VS EXP MTL CARGO BARRIER 2020-24 only FORD PI Warehouse: PRES	434.1600	434.16
			VEHICLE - *****		
1	1	N	WK0514ITU20H SMC Window Barrier Steel Horizontal Warehouse: PRES	216.7500	216.75
1	1	Y	GK10301S1UHK SMC DUAL T-RAIL MOUNT 1 SM 1 UNIV HK Warehouse: PRES	348.5100	348.51
			GK10301S1UHK		
1	1	N	MUST PROVIDE VEHICLE INFORMATION 1 SMALL 1 UNIVERSAL LOCKS WITH HANDCUFF KEY 36-2125 WESTIN 2020 FORD PI UTILITY PUSH BUMPER Warehouse: PRES	318.3500	318.35
1	1	N	36-2125PB WESTIN 2020 FORD PI UTILITY PIT BAR Warehouse: PRES	290.1800	290.18
1	1	N	36-2125W WESTIN 2020 FORD PI UTILITY UPPER WINGS Warehouse: PRES	245.0000	245.00

Print Date	02/01/26
Print Time	03:19:17 PM
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Sales Quote

DANA SAFETY SUPPLY, INC
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Telephone: 800-845-0045

Sales Quote No.	606916-F
Customer No.	WARNE

Bill To
CITY OF WARNER ROBINS ACCOUNTS PAYABLE PO BOX 8629 WARNER ROBINS, GA 31095

Ship To
DSS PRESTON ATT: INSTALLS / WARNER ROBINS GA

Contact:
Telephone: 478-293-1083 A/P
E-mail: wrinvoices@wrga.gov

Contact:
Telephone:
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
12/18/25	UPS GROUND FREIGHT	QUOTED FREIGHT	PATROL SUV	NET30
Entered By		Salesperson	Ordered By	Resale Number
JJ ETHERIDGE		Jeremy Kennedy - Preston GA	TODD ROUNTREE	

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	N	36-6005SMP4 WESTIN 4 head top chanel for SOS Mpower Warehouse: PRES	37.0000	37.00
1	1	Y	C-HDM-204 HAV POLE, TELE, HDM, SDMT, 8.5h, W-SHRTHNDL, Warehouse: PRES C-HDM-204 MOUNTS TO SIDE OF CONSOLE BOX *****	144.1100	144.11
1	1	Y	C-MD-119 HAV 11" SLIDE-OUT LOCKING SWING ARM - LOW PROFILE Warehouse: PRES	222.9400	222.94
1	1	Y	DS-PAN-1112N HAV PANASONIC TOUGHBOOK 33 LAPTOP DOCKING STAT] PKG Warehouse: PRES Docking Station For Panasonic TOUGHBOOK 33 2-In-1 Laptop With Advanced Port Replication & Havis Power Supply	1,063.4000	1,063.40
2	2	Y	MMSU-1 MAGNETIC MIC SINGLE UNIT CONVERSION KIT Warehouse: PRES	29.9100	59.82

Print Date	02/01/26
Print Time	03:19:17 PM
Page No.	7

Sales Quote

DANA SAFETY SUPPLY, INC
500 S EDWARDIA DR
GREENSBORO, NC 27409

Telephone: 800-845-0045

Sales Quote No.	606916-F
Customer No.	WARNE

Bill To

CITY OF WARNER ROBINS
 ACCOUNTS PAYABLE
 PO BOX 8629
 WARNER ROBINS, GA 31095

Ship To

DSS PRESTON
 ATT: INSTALLS / WARNER ROBINS
 GA

Contact:
Telephone: 478-293-1083 A/P
E-mail: wrinvoices@wrga.gov

Contact:
Telephone:
E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
12/18/25	UPS GROUND FREIGHT	QUOTED FREIGHT	PATROL SUV	NET30
Entered By		Salesperson	Ordered By	Resale Number
JJ ETHERIDGE		Jeremy Kennedy - Preston GA	TODD ROUNTREE	

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	Y	MISC HAVIS DRAWER PACKAGE - PART# PKG-SBX-INUT-105 Warehouse: PRES Premium Single Medium Drawer Package With Trunk Trays for 2020-2025 Ford Interceptor Utility	2,120.5800	2,120.58
1	1	Y	TES-338265 TESSCO ANTENNA 3/4" Mount, 25' RG58/U Mini-UHF loose Warehouse: PRES MFG PART #: NMO-60-300-M1-N	35.0000	35.00
1	1	Y	TRAB8063 Tessco 806-866 MHZ 3 DBD GAIN LOW (47999) Warehouse: PRES	55.0000	55.00
1	1	Y	INSTALL KIT MISC INSTALLATION SUPPLIES I.E. Warehouse: PRES LOOM, WIRE, HARDWARE, CONNECTORS, ETC *****	295.0000	295.00
1	1	Y	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: PRES Installing Customer Supplied Radio. If any additional equipment is needed or installed then additional charges will apply	3,900.0000	3,900.00

Print Date	02/01/26
Print Time	03:19:17 PM
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By accepting this quote/order, the customer expressly acknowledges and agrees that to the extent not expressly prohibited by law, and except to the extent arising from or relating to the gross negligence or willful misconduct of DSS, its agents or its employees, DSS shall not be liable to the customer, or any third party for any damage to the vehicle/products resulting from or arising out of any ACTS OF GOD, including, but not limited to, floods, earthquakes, tornados, hail or similar weather events.

Sales Quote

DANA SAFETY SUPPLY, INC
500 S EDWARDIA DR
GREENSBORO, NC 27409

Telephone: 800-845-0045

Sales Quote No.	606916-F
Customer No.	WARNE

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CITY OF WARNER ROBINS ACCOUNTS PAYABLE PO BOX 8629 WARNER ROBINS, GA 31095

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Entered By		Salesperson	Ordered By	Resale Number
JJ ETHERIDGE		Jeremy Kennedy - Preston GA	TODD ROUNTREE	

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
			<p>Approved By: _____</p> <p><input type="checkbox"/> Approve All Items & Quantities</p> <p>Quote Good for 30 Days</p>		

Print Date	02/01/26
Print Time	03:19:17 PM
Page No.	1

Subtotal	17,776.87
Freight	478.76
Order Total	18,255.63

By accepting this quote/order, the customer expressly acknowledges and agrees that to the extent not expressly prohibited by law, and except to the extent arising from or relating to the gross negligence or willful misconduct of DSS, its agents or its employees, DSS shall not be liable to the customer, or any third party for any damage to the vehicle/products resulting from or arising out of any ACTS OF GOD, including without limitation, any fires, floods, earthquakes, tornados, hail or similar weather events.

ALTERNATIVES

Do not adopt the agenda item, and we will continue to redact as to current practice which is not optimal

ATTACHMENTS

1. Pricing Quote
2. Service Packages Agreement with Signature Page.

DRAFT



Bill To: City of Warner Robins Attention: Mandy Stella 202 N Davis Drive, PMB 718 Warner Robins, GA 31093	Invoice Number RN26836 Invoice Date 1/9/2026 PO Number Payment Terms Net 30 Customer ID WARNROGA01 End Customer ID WarnerRobins
Reference: Annual Billing for 2026-2027	

JustFOIA Pro Renewal Coverage Period: 03/21-03/20

Description	Quantity	Unit Price	Extended Amount
Subscription (JF)			
Laserfiche Integration for JustFOIA Pro Plus	1	\$1858.815	\$1,858.82
JustFOIA Pro Plus	1	\$9294.075	\$9,294.08
		Subtotal	\$11,152.89
Supplemental Support Subscription (JF)			
JustFOIA Managed Support Services, Per Hour	1	\$1455.3	\$1,455.30
		Subtotal	\$1,455.30
		Subtotal	\$12,608.20
		Downpayment Applied	-\$0.00
		Sales Tax	\$0.00
		Total Due	\$12,608.20

Electronic Payment Information: JustFOIA Operating c/o Enterprise Bank ABA: 081006162 Account: 1512286 (800) 342-2633	Thank you for your business.	Mail-in Payment Information JustFOIA, Inc. c/o Enterprise Bank P.O. Box 790379 St. Louis, MO 63179-0379 (800) 342-2633
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STAFF REPORT

DEPARTMENT: CITY ATTORNEY'S OFFICE
 SUBMITTED BY: BRANDY HOLLE
 MEETING DATE: MARCH 2, 2026

AGENDA ITEM

On behalf of the Annie C. Ryals Trust and its administrator, John S. Ryals, a permit to relocate the McCoy-Mathews-Ryals Burial Ground is presented for consideration.

STAFF RECOMMENDATION

Present item for council consideration based on the Mitigation Plan created by Stephen A. Hammock, RPA Archaeologist & Historian. The relocation of the burials currently on Houston Lake Road to Magnolia Park Cemetery is outlined in Mr. Hammock's report; see attached.

BUDGET AND PROCUREMENT

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

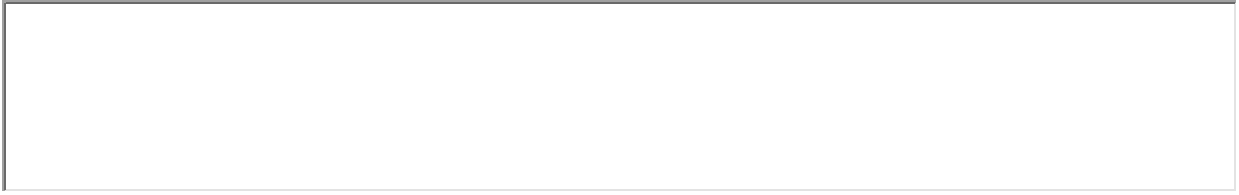
Account Title / Number	Dollar Amount
N/A	\$0

External Funding Sources:

Account Title / Number	Dollar Amount

ITEM DESCRIPTION

This permit is required under O. C. G. A. §§ 36-72-1 to 36-72-16. The owner has submitted their application to the municipality, the municipality has advertised two consecutive weeks prior to the hearing date of March 2, 2026 at which any interested party or citizen may appear and be given an opportunity to be heard.



ATTACHMENTS

Mitigation Plan for the Relocation of the McCoy-Mathews-Ryals Cemetery

Legal Ads

DRAFT

STAFF REPORT

DEPARTMENT: BUILDING & INSPECTIONS
SUBMITTED BY: DARIN CURTIS, PLANNING & ZONING MANAGER
MEETING DATE: 02/10/26, MAYOR AND COUNCIL: 3/2/26

REZONING PETITION

ASSEMBLY AT WARNER ROBINS INC., request the rezoning of the following property:

- Property, Gunn Rd. [no address assigned] totaling 13.41 acres, located along Gunn Road, directly adjacent to the north of 640 Watson Blvd, west of Beau Claire Circle, also known as tax parcel [OW0970 322000]

The present zoning of all the property is R-4 [Multi-Family Residential District], and the proposed zoning is R-1 [Single Family Residential District].

ITEM DESCRIPTION

The stated intent is to rezone the subject parcel in order to be combined with the adjacent parcel, the main church campus.

The subject properties are located within what the Houston County Joint Comprehensive plan refers to as the In-Town Corridor Character Area. That area is described therein as follows:

IN-TOWN CORRIDOR

While gateway corridors within Houston County still possess ample greenspace around them, the in-town corridors are now large swaths of strip development. The most prominent example of this is along Watson Boulevard through Warner Robins; however, parts of Georgia State Route 96, Russell Parkway, Houston Lake Road, U.S. Route 341, and Courtney Hodges Boulevard also follow this pattern. One of the most common results from this strip development is major traffic congestion. In addition, strip development also lacks much of the character seen in downtown areas. Rather, these in-town commercial strips could be transplanted to almost any town in America without a noticeable difference.

Future plans for the county recognize the difficulty in the widespread conversion of land use along such corridors, so the in-town corridor character area may be around to stay in many locations throughout Houston County. However, improvements to aid walkability and bike ability throughout these corridors can be used to alleviate some traffic concerns.

Further, as new development continues along these corridors, local governments may opt to consider design guidelines that can reinforce the human scale of development within commercial areas. Finally,

while many pressures of development keep driving new strip growth further away from the town centers, it may also be beneficial for the local governments to incentivize the redevelopment of older strip areas instead of continued expansion.

Suggested Development Patterns:

- Residential, commercial, and institutional uses grouped in mixed-use centers.
- Buildings that are architecturally integrated with the site and with their surroundings.
- Use of village centers in new residential developments to accommodate commercial and service needs of residents.
- Accommodation of big-box retail in a way to complement surrounding uses.
- Incorporate sidewalks and streetscape amenities in commercial centers.
- Redevelopment or renovation of older strip commercial centers instead of new construction further down the strip.
- Landscaped buffers between roadways and pedestrian walkways.
- Clustering high-density development at nodes along major corridors, separated by open space of attractive residential developments.
- Shared parking arrangements that reduce overall parking needs.
- Parking lots that incorporate on-site stormwater mitigation or retention features.
- Use of landscaped tree islands and medians to break up large expanses of paved parking.
- Higher intensity development near or adjacent to Interstate 75.

Suggested Land Use Designations:

- Commercial
- Residential
- Mixed use
- Public/Institutional

Suggested Implementation Measures:

- Controlling big-box development.
- Strategies for reuse or redevelopment of greyfields.
- Targeted corridor redevelopment.
- Maximum impervious surface coverage.
- Corridor studies.
- Walkability audit.

- Access control measures.
- Promotion of walkability.
- Urban arterial corridor overlay.
- Retrofitting parking lots with landscape islands and streetside landscaping

STAFF RECOMMENDATION

Based on the overall character of the area, and the fact that this request does not introduce a use to the area that does not conform to that of the surrounding area, and that the In-Town Corridor character suggests residential use developments as a suggested land use designation, staff recommends consideration be made to approve the request.

ALTERNATIVES

While the formal staff recommendation remains, the following alternatives are offered for consideration by any member of the voting authorities.

1. Consideration could be made to deny the proposed zoning.

ATTACHMENTS

1. Application
2. Applicable zoning regulation

71.4. R-4 Multi-Family Residential District.

71.4.1. Intent of district. This is a residential district to provide for higher population densities. The principal uses of land may range from single-family to multiple-family apartment uses. Certain uses which are more compatible functionally with intense residential uses than with commercial uses are allowed only by special exception.

71.4.2. Permitted uses. Within the R-4 district, the following uses are permitted:

- (1) Any use permitted in an R-3 district.
- (2) Multi-family dwellings.

71.4.3. Uses allowed by special exception. The following uses may be allowed only by special exception by the planning and zoning commission in accordance with the provisions of section 114:

- (1) Any use allowed only by special exception in an R-1 district.
- (2) Hospitals, sanitariums, clinics, convalescent or nursing homes, provided that the lot fronts on an arterial or major collector street.
- (3) Clubs and lodges, provided that food service facilities are limited to members and their guests.
- (4) Medical, dental, or chiropractic office, clinic, and/or laboratory.
- (5) Professional office uses.
- (6) Group homes and personal care homes provided the requirements of section 97 are met

71.1. R-1 Single-Family Residential Districts.

71.1.1. Intent of district. This district is intended to be used for single-family residential areas with low population densities. Additional uses allowed only by special exception, include related noncommercial, recreational, religious, and educational facilities normally required to provide the basic elements of a balanced and attractive residential area. These areas are intended to be defined and protected from the encroachment of uses not performing a function necessary to the residential environment.

71.1.2. Permitted uses. Within the R-1, Single-Family Residential District, the following uses are permitted:

- (1) Single-family dwellings.
- (2) Accessory buildings and uses when located on the same lot or parcel of land as the main structure and customarily incident thereto and provided the requirements in section 93 are met.
- (3) Home swimming pools, provided that (1) the location of such is not closer than ten (10) feet to any property line; (2) the pool is enclosed by a wall or fence of at least four (4) feet in height; and (3) approval from the building and transportation department has been obtained.
- (4) Public utility structures and buildings provided installation is properly screened as required by section 67 and is required for service of the immediate area. No office shall be permitted, and no equipment shall be stored on the site.
- (5) Signs as provided in the City of Warner Robins Code of Ordinances chapter 6, article IX, Advertising and Signs.
- (6) Modular homes as defined above.

71.1.3. Uses allowed only by special exception. The following uses may be allowed only by special exception after a public hearing and approval by the planning and zoning commission in accordance with the provisions of section 114:

(1) Churches and related accessory buildings, provided they are located on a lot fronting an arterial or collector street and are placed not less than fifty (50) feet from any property line.

(2) Golf, swimming, tennis, or country clubs, publicly and privately owned and operated community clubs or associations, athletic fields, parks, and recreation areas, provided that no building for such purposes is located within one hundred (100) feet of any property line and also provided that any activity associated with such use which generates excessive or unusual light or noise shall not be located closer than two hundred fifty (250) feet to any residential structure in a residential zoning district.

(3) Home business provided the requirements in section 95 are met.

(4) Public and private schools and libraries excluding business and trade schools.

(5) Group homes and personal care homes provided the requirements of section 97 are met

DRAFT

APPLICATION

- Property Owner

Name (at time of filing): Darrell Yarbrough - Lead Pastor
 Phone: (48) 953-0320 Email: razbell@theassemblyga.org
 Address: PO Box 1447, Warner Robins, GA 31099
 Company Name (if applicable): The Assembly at Warner Robins Inc

- Property Owner's Authorized Representative/Agent

Name: Karen Culverson Phone: (916) 995-3606
 Address: 109 Dundee Pass Byron GA 31008
 Company Name (if applicable): _____

PROPERTY INFORMATION

REQUEST IS MADE TO: (CHOOSE ALL THAT APPLY) ANNEX _____ REZONE

ADDRESS/LOCATION: 16040 Watson Blvd

TAX PARCEL ID: W9971 (W99-322) mm

LAND LOT(S): 69 LAND DISTRICT(S): 5

COUNTY: HOUSTON TOTAL ACREAGE: 30 acres 13.1^{mm}

SURVEY PREPARED BY: _____

IS SURVEY RECORDED? (Y/N) IF YES - BOOK: _____ PAGE: _____

PRESENT ZONING: R4 REQUESTED ZONING: R1

IS WATER AVAILABLE TO THIS SITE? (Y/N) JURISDICTION: City of Warner Robins

IS SEWER AVAILABLE TO THIS SITE? (Y/N) JURISDICTION: City of Warner Robins

AUTHORIZATION

This form is to be executed under oath. I, (print) Darrell Yarbrough do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this application for a Public Hearing is true and correct and contains no misleading information.

This 12th day of December, 2025

Sign: [Signature]
(property owner)

Administrative Use Only:
Stamp Date Received

RECEIVED

DEC 12 2025

PLANNING & ZONING

THE **ASSEMBLY**
at Warner Robins

PO Box 1447
Warner Robins, GA 31099
478. 953. 0320

Please accept this statement as verification of the desire of the Assembly at Warner Robins to rejoin its two adjacent parcels back into the original 30 acre plat.

The separation of the single lot into two divisions was in preparation for a potential 2014 - 2015 property sale/ purchase that did not occur. During that time, the most north parcel was re-zoned R-4; it should be returned to its prior R-1 zoning in the rejoining of the parcels.

Thank you so much for receiving this request to rejoin these two parcels into a single parcel with the zoning classification R-1.

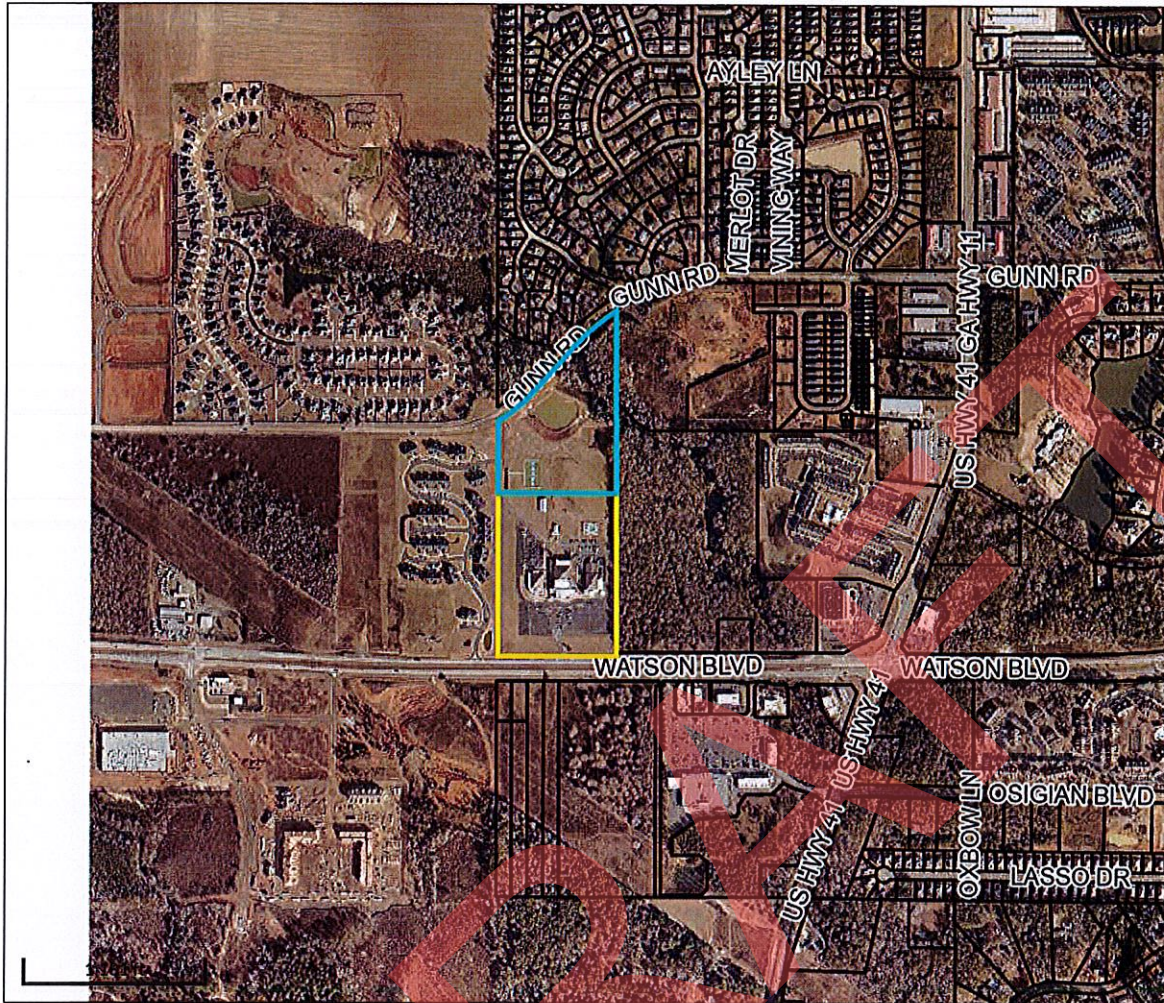
Respectfully Submitted,



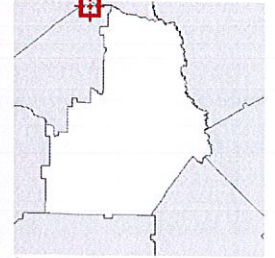
Darrell Yarbrough, Lead Pastor/ CEO

The Assembly at Warner Robins





Overview



Legend

- Parcels
- Roads

Parcel ID 0W0970 322000
 Class Code Exempt
 Taxing District Warner Robins
 Acres 13.41

Owner ASSEMBLY AT WARNER ROBINS INC
 PO BOX 1447
 WARNER ROBINS, GA 31099

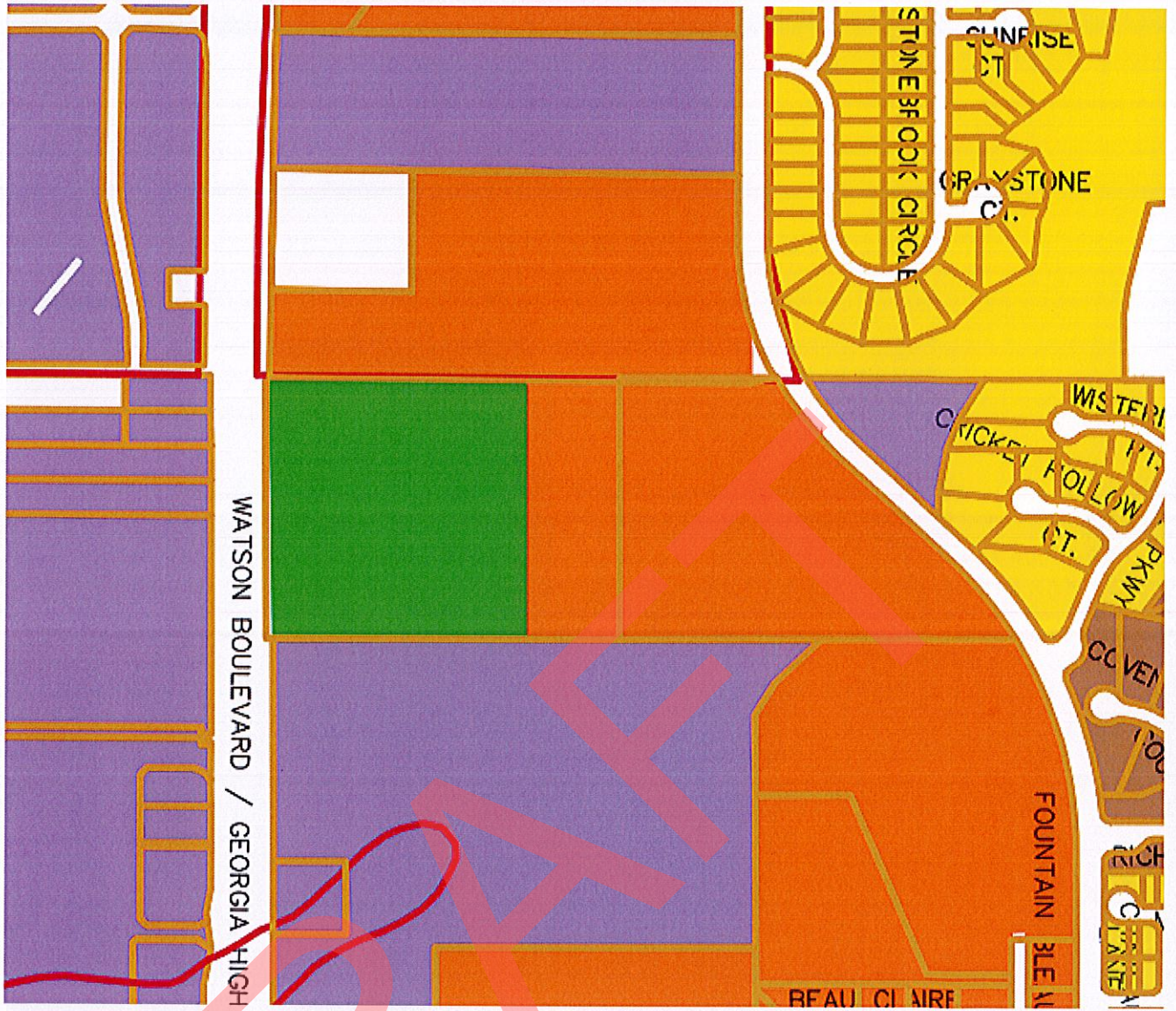
Last 2 Qualified Sales
 Date Price Reason

Physical Address GUNN RD
 Assessed Value Value \$670500
 Land Value Value \$670500
 Improvement Value
 Accessory Value

(Note: Not to be used on legal documents)

Date created: 2/2/2026
 Last Data Uploaded: 2/2/2026 2:11:13 AM

Developed by  **SCHNEIDER**
 GEOSPATIAL



ATTACHMENTS

Sallie Turner Filing Letter Cover

Petition of the Mid-State Energy Commission to Amend the Houston County Countywide Safety Plan

Verification of Scott Tolleson, President & CEO, Municipal Gas Authority of Georgia

Attachment "A" Countywide Safety Plan: Houston County and Final Petition

Attachment "C" CWSP Map

Joint Consent Agreement

DRAFT

**STATE OF GEORGIA
CITY OF WARNER ROBINS**

RESOLUTION

BE IT RESOLVED that the Mayor and Council of the City of Warner Robins authorize Mayor LaRhonda W. Patrick to execute the attached Joint Consent Agreement among the Georgia Public Service Commission, the Mid-State Energy Commission, Atlanta Gas Light Company, the City of Perry and the City of Warner Robins, amending its Pipeline and Distribution Certificates of Public Convenience and Necessity for Houston County, Georgia and Petition of the Mid-State Energy Commission to Amend the Houston County Countywide Safety Plan.

This 2nd day of March, 2026.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk

**BEFORE THE GEORGIA PUBLIC SERVICE COMMISSION
STATE OF GEORGIA**

In Re:)
Houston County-Wide Safety Plan) Docket No. 29305
)

JOINT CONSENT AGREEMENT

Come Now, the Facilities Protection Unit Staff (“Staff”) of the Georgia Public Service Commission (“Commission”), Mid-State Energy Commission, Atlanta Gas Light Company (“AGLC”), the City of Perry (“Perry”), and the City of Warner Robins (“Warner Robins”) (collectively, “Applicants”); and hereby agree to presentation of the following proposed disposition of the above-styled matter:

FINDINGS AND CONCLUSIONS

1.

The Commission has jurisdiction over this matter pursuant to *inter alia*: O.C.G.A. §§ 46-2-20, 46-2-30, 46-2-53, 46-2-90, 46-2-91, 46-4-1, 46-4-31, 46-4-34, 46-4-35, 50-13-1 *et. seq.*; and Georgia Public Service Commission Rules 515-9-1-.01 *et. seq.*, 515-9-3-.01 *et. seq.* and 515-9-7-.01 *et. seq.*; all regarding the safe installation and operation of gas distribution systems within the State of Georgia.

2.

Commission Staff has safety jurisdiction over the facilities of municipal natural gas providers as delegated by the Commission pursuant to the legal citations contained *supra*.

3.

Applicants hereby waive any further conclusions of law with respect to the above-styled matter and agree that the Commission may enter an order based upon the agreements contained herein and the attached Amended County-Wide Safety Plan (“CWSP”) agreed to by the Applicants (and attached hereto as Attachment “A”), without the necessity of receiving evidence in support thereof.

AGREEMENT

By signing below, Applicants and Staff hereby agree that the above-styled matters should be resolved by executing this Joint Consent Agreement as follows:

1.

This Joint Consent Agreement, if approved by the Commission, shall constitute a final resolution of the Houston CWSP proceedings. Applicants agree that they will abide by the terms of this Joint Consent Agreement.

2.

The CWSP for Houston County (see attached, Attachment "A") agreed to by the Applicants and Staff, shall be the CWSP for Houston County until otherwise ordered by the Commission.

3.

Compliance with all parts of the CWSP for Houston County (*id.*) shall begin immediately upon issuance of the Commission Order adopting this CWSP. All timelines and action items contained within the Houston CWSP shall be incorporated by reference into the body of this Consent Agreement as if specifically written herein and the failure of the Applicants to meet all such timelines and/or act on all such action items shall be a violation of this Consent Agreement.

4.

All changes to the CWSP for Houston County (*id.*) shall be made in accordance with *inter alia*, Commission Rule 515-9-7-.01 *et seq.*

5.

This Joint Consent Agreement shall not become effective until and unless it is approved by the Commission. Applicants enter into this Joint Consent Agreement without admission of fault or liability.

6.

The undersigned authorized representatives of Mid-State Energy Commission, Atlanta Gas Light Company, the City of Perry, and the City of Warner Robins acknowledge by their respective signatures below that each has read this Joint Consent Agreement and understands its contents. The undersigned hereby further acknowledge that each Applicant has a right to a hearing in these matters and does freely, knowingly, and voluntarily waive such right by entering into this Joint Consent Agreement. The undersigned hereby consent on each Applicant's behalf to the resolution of the Houston CWSP proceedings as provided for herein.

This ____ day of _____ 2026:

Consented to:

Walt Farrell, President
Authorized Representative of Atlanta Gas Light
Company

Wayne James
Authorized Representative of the Mid-State Energy
Commission

Honorable Randall Walker, Mayor
Authorized Representative of the City of Perry

Honorable LaRhonda Patrick, Mayor
Authorized Representative of the City of Warner
Robins

Michelle Thebert, Director, GPSC Facilities Protection
Unit, on behalf of Staff

STAFF REPORT

DEPARTMENT: HUMAN RESOURCES

SUBMITTED BY: MELANIE K. BYER

MEETING DATE: 03-02-2026

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: \$10,000

Included In Current Capital Budget: N/A

Appropriations: N/A

Account Title / Number	Dollar Amount
4300 51001 Water and Sewer Administration	\$10,000

ITEM DESCRIPTION

The Utility Dept. Director has identified a need to reorganize several positions in the Utility Department. Four of the positions are currently vacant, and Director Walters believes reallocating the funding for those four positions as described herein will enhance the organizational effectiveness of the department and provide the best service to the citizens of Warner Robins. The recommended changes do not result in an increase or decrease in the total FTE count for the department; only a restructuring to improve operational efficiencies and better reflect how work is accomplished.

The City Administrator agrees and has requested a change to the City’s Classification Plan to facilitate Director Walter’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 respective department's portion of the City's Classification Plan by:

- 1) Deactivating the position of Compliance Training Officer, Job Class # 971, Grade # 17, authorized strength of 1, Utility Department.
- 2) Deactivating the position of Pollution Control Coordinator, Job Class # 927, Grade # 16, authorized strength of 1, Utility Department.
- 3) Deactivating the position of Utility Locate Crewleader, Job Class # 977, Grade # 16, authorized strength of 1, Utility Department.
- 4) Deactivating the position of Pollution Control Technician, Job Class # 946, Grade # 14, authorized strength of 1, Utility Department.
- 5) Creating the position of Asst. Utility Maintenance Supervisor (Water), Job Class # 947, Grade # 16, authorized strength of 1, Utility Department.
- 6) Creating the position of Asst. Utility Maintenance Supervisor (Sewer), Job Class # 948, Grade # 16, authorized strength of 1, Utility Department.
- 7) Increasing the authorized strength of Utility Maintenance Crewleader (Water), Job Class # 909, Grade # 15, Utility Department, by 1, changing from an authorized strength of 5 to an authorized strength of 6.
- 8) Increasing the authorized strength of Heavy Equipment Operator (Water), Job Class # 914, Grade # 12, Utility Department, by 1, changing from an authorized strength of 1 to an authorized strength of 2.

ALTERNATIVES

- 1) An alternative is to adopt part of the ordinance, but not all of it.
- 2) An alternative is not to adopt the ordinance and continue with how the Utility 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 Compliance Training Officer, Job Class # 971, Grade # 17, authorized strength of 1, Utility Department.

-2-

Deactivate the position of Pollution Control Coordinator, Job Class # 927, Grade # 16, authorized strength of 1, Utility Department.

-3-

Deactivate the position of Utility Locate Crewleader, Job Class # 977, Grade # 16, authorized strength of 1, Utility Department.

-4-

Deactivate the position of Pollution Control Technician, Job Class # 946, Grade # 14, authorized strength of 1, Utility Department.

-5-

Create the position of Asst. Utility Maintenance Supervisor (Water), Job Class # 947, Grade # 16, authorized strength of 1, Utility Department.

-6-

Create the position of Asst. Utility Maintenance Supervisor (Sewer), Job Class # 948, Grade # 16, authorized strength of 1, Utility Department.

-7-

Increase the authorized strength of Utility Maintenance Crewleader (Water), Job Class # 909, Grade # 15, Utility Department, by 1, changing from an authorized strength of 5 to an authorized strength of 6.

-8-

Increase the authorized strength of Heavy Equipment Operator (Water), Job Class # 914, Grade # 12, Utility Department, by 1, changing from an authorized strength of 1 to an authorized strength of 2.

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

DRAFT

STAFF REPORT

DEPARTMENT: CLERK’S OFFICE
 SUBMITTED BY: MANDY STELLA
 MEETING DATE: MARCH 2, 2026

AGENDA ITEM

Ordinance – Veterans Issues Board Amendment

This amendment restructures the Veterans Issues Board by reducing its membership from 18 to 9 members. The change is intended to improve efficiency, streamline operations, and maintain effective representation of veterans’ interests.

STAFF RECOMMENDATION

Approve the amendment to the Veterans Issues Board ordinance reducing the board membership from 18 to 9 members and authorize the Mayor to execute all necessary documents.

BUDGET AND PROCUREMENT

Budgeted Item: NA

Included In Current Operating Budget: NA

Fiscal Impact: NA

Total Project Cost: NA

Included In Current Capital Budget: NA

Appropriations: NA

Account Title / Number	Dollar Amount
NA	

External Funding Sources:

Account Title / Number	Dollar Amount
NA	

ITEM DESCRIPTION

The proposed amendment updates the structure of the City’s Veterans Issues Board by reducing its membership from 18 members to 9 members. The Veterans Issues Board serves in an advisory capacity to the Mayor and City Council on matters affecting local veterans, including programs, outreach efforts, and community support initiatives.

Over time, it has become increasingly difficult to maintain full participation and consistent quorum levels with the current 18-member structure. The recommended reduction is intended to streamline board operations, improve meeting efficiency, and ensure more reliable attendance and engagement from appointed members while still maintaining balanced representation of the veteran community.

ALTERNATIVES

of the amendment will modernize the board's composition, strengthen its effectiveness, and better position the board to provide timely and meaningful input on veteran-related matters within the community.

ATTACHMENTS

1. Ordinance Amendment

DRAFT

No. _____
CITY OF WARNER ROBINS
STATE OF GEORGIA

ORDINANCE

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS, GEORGIA, AMENDING ARTICLE VI OF THE CITY CODE REGARDING BOARDS, COMMISSIONS, AGENCIES AND AUTHORITIES.

WHEREAS, the Office of the Mayor has recommended an amendment to Article VI and the mayor and city council deem such amendment to be in the best interest of the City.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the governing authority of the City of Warner Robins:

-1-

City ordinance 5-22 shall be amended to include a change to the number of board members, making the total nine (9), instead of eighteen (18).

-2-

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

The provisions of this ordinance were first read on _____ and shall become effective upon adoption on _____.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk