

Draft Council Agenda
June 15, 2020
Council's Chamber
5:30 p m

Mayor Officially Opens Meeting

Opening Prayer Led by – **Councilman Curtis**

Pledge of Allegiance by – **Councilman Lauritsen**

Mayor Calls Meeting to Order

Adoption of the Agenda: Motion –
Second –

Proclamations/Awards/Presentations:

- Nichols, Cauley and Associates (2019 Annual Financial Report)

1. Approval of Minutes from Regular Meeting of June 1, 2020 – **Lee**
2. Purchasing Bids – **Holmes**
3. Resolution – Local Government Lighting Project Agreement (LGLPA) – **Lashley**
4. Ordinance – Classification Plan – **Bibb**
5. Ordinance – Creation of New Department – **Curtis**
6. Resolution – COVID-19 Emergency Supplemental Funding (WRPD) – **Lauritsen**
7. Interdepartmental MOU – COVID-19 Emergency Supplemental Funding – **Lee**
8. Resolution – Amendment to the Community Development Block Grant (CDBG) – **Holmes**
9. Rezoning Petition – JTS Realty Investments, Inc./ 0.15 acres located at Hwy 96, adjacent to and West of the Castlegate Commons Access Road, from the zoning of R-4[Multi Family Residential] to the zoning of C-2[General Commercial] – **Lashley**
10. Home Occupation Permits – **Bibb**
11. Motion – Sewer Connection (238 Fairways Dr.) – **Curtis**
12. Ordinance – Amending Chapter 24 of the City Code regarding Public Utilities Rates (2ND reading) – **Lauritsen**

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, Sherri Windham, at (478) 302-5518 or swindham@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.

Draft Council Agenda
June 15, 2020
Council's Chamber
5:30 p m

Closed Session – Personnel, Real Estate
Council Comments
Mayor's Comments
Adjourn

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. The City Council members may ask the speaker questions and/or engage in dialogue if they choose, but the speaker should not have an expectation that a question and answer format will occur. 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.

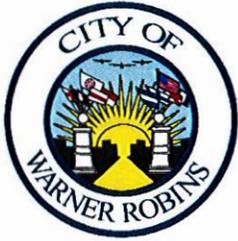
Informal Public Comment – City Council Agenda Protocol

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 5:00 p.m. on the Wednesday prior to the council meeting. Every member of the public will be given an opportunity to be placed on the agenda once every six (6) months. The request can be done in person, regular mail, fax or e-mail. The request should state the name of the individual(s) desiring to be heard and the subject matter to be presented to City Council. Requests may be referred at the discretion of the City Clerk, to appropriate staff for mediation prior to being placed on the public agenda. Please be advised the request to be placed on the agenda does not entitle the speaker to be added to the agenda.

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City of Warner Robins City Council Meeting Minutes

Monday, June 01, 2020

5:00 PM

Council Chambers

Regular Meeting of Warner Robins Mayor and City Council

Meeting conducted via teleconference* and in person, due to the State of Emergency issued by Governor Brian Kemp on March 13, 2020 concerning the Coronavirus disease (COVID-19). O.C.G.A. §50-14-1(g) allows cities to conduct a meeting via teleconference, without a requirement of having a quorum present in person, when “necessitated by emergency conditions,”.

Presiding: Mayor Randy Toms

City Officials Present:

Councilman Daron Lee
Councilman Charlie Bibb
Councilman Keith Lauritsen

Councilman Kevin Lashley
*Councilman Clifford Holmes
Councilman Larry Curtis

Opening Prayer: Councilman Lee

Pledge of Allegiance: Councilman Bibb

Call to Order: 5:07 p.m.

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

Closed Session: During the Council Meeting Mayor Toms requested a motion to enter into an executive closed session to discuss potential litigation, personnel and real estate. Councilmen Lee moved for the executive session to discuss potential litigation, personnel and real estate; Councilman Lashley seconded the motion. Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for the approval of the motion. The Council meeting closed at 5:18 p.m.; the executive session meeting opened at 5:25 p.m. and adjourned at 5:55 p.m., City Clerk is in possession of closed session minutes.

Reconvene Regular Meeting of Warner Robins Mayor and City Council: 5:59 p.m.

ACTION ITEMS:

Action Item 1 Presentation of Minutes	
The minutes of the regular meeting of May 18, 2020 were presented for approval.	
Motion:	Councilman Lauritsen moved for the approval of the minutes for regular meeting of Monday, May 18, 2020
Second:	Councilman Lee
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 2 Ordinance # 13-20 Amending Chapter 24 of City Code Public Utilities Rates / 1st Read	
<p>Ordinance # 13-20 of the Mayor and Council of the City of Warner Robins amending Chapter 24 of the City Code regarding Public Utilities. Whereas, the Mayor and City Council of the City of Warner Robins are in receipt of a water and wastewater rate and fee study prepared by Raftelis Financial Consultants, Inc., and based on the study results finds, determines and declares that it is necessary and advisable and in the best interest of the City and its utility customers that the water and wastewater monthly service rates and fees be increased. Be it Ordained by the Mayor and Council of the City of Warner Robins that certain sections of the City Code related to utility rate charges are amended and attached hereto:</p> <p>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 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.</p>	
Motion:	Councilman Holmes presented and moved for the approval of Ordinance #: 13-20 / 1 st Read
Second:	Councilman Lashley
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley and Holmes voted for approval. Councilman Curtis opposed.

Action Item 3 Ordinance # 12-20 – City of Warner Robins Employee Classification Plan Change / 2 nd Read	
<p>Ordinance # 12-20 of the Mayor and Council of the City of Warner Robins recommending the following changes in the City of Warner Robins Employee Classification Plan:</p> <ul style="list-style-type: none"> ◆ Increase the authorized strength of Code Enforcement Official, Job Class #845, Grade 14, Building & Transportation Department, from (4) four to (5) five. 	
Motion:	Councilman Lashley presented and moved for the approval of Ordinance # 12-20.
Second:	Councilman Lauritsen
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 4	Ordinance # 14-20 – City of Warner Robins Employee Classification Plan Change
<p>Ordinance # 14-20 of the Mayor and Council of the City of Warner Robins recommend the following change in the City of Warner Robins Employee Classification Plan:</p> <ul style="list-style-type: none"> ◆ Reclassify one of the positions of Program Coordinator, Job Class #817, Grade 14, Economic Development Department, incumbent Kimberly Black, to Downtown Development Coordinator, Job Class # 856, Grade 16, Community Development Department. 	
Motion:	Councilman Lashley presented Ordinance # 14-20 for approval and to waive the 2 nd read.
Second:	Councilman Bibb
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 5	<p>Ordinance # 15-20 - Annexation Properties totaling 5.72 acres, 117 East Bob White Road, adjacent parcel West of Old Perry Road.</p> <ul style="list-style-type: none"> ◆ Rezoning of R-AG[Residential Agricultural][County] to R-3[General Residential][City] - Lee
<p>Ordinance # 15-20 of the Mayor and Council of the City of Warner Robins, annexing Land Lot Land Lot 248, 10th Land District of Houston County, Georgia, and more particularly described as follows:</p> <p>Commencing at calculated corner at the intersection of the west right of way of Old Perry Road (80’R/W) and the north right of way of East Bob White Road and also being known as the true point of beginning; thence following north right of way of East Bob White Road west a distance of 1,253.23’ to a 2’ high open top pipe; thence following said right of way south 89 degrees 47 minutes 18 seconds west a distance of 363.02’ to an open top pipe; thence leaving said right of way north 01 degrees 12 minutes 09 seconds west a distance of 12.99’ to a calculated corner; thence north 01 degrees 12 minutes 09 seconds a west distance of 626.51’ to an open top pipe; thence south 89 degrees 39 minutes 10 seconds east a distance of 364.49’ to an open top pipe; thence south 01 degrees 04 minutes 35 seconds east a distance of 635.92’ to a 2’ high open top pipe at the north right of way line of East Bob White Road. Said tract known as Lot “3” containing 5.32 acres shown on an annexation and rezoning plat prepared by McLeod Surveying, dated February 18, 2020. AND</p> <p>All that tract of parcel of land lying and being in Land Lot 248, 10th Land District, Houston County, Georgia and more particularly described as follows:</p> <p>Commencing at a calculated corner at the intersection of the west right of way of Old Perry Road (80’R/W) and the north right of way of East Bob White Road and also being known as the true point of beginning; thence following north right of way of East Bob White Road west a distance of 1,253.23’ to a 2’ high open top pipe; thence following said right of way south 89 degrees 47 minutes 18 seconds west a distance of 363.02’ to an open top pipe; thence following said right of way south 01 degrees 12 minutes 09 seconds east a distance of 2.01’ to a calculated corner; thence following said right of way north 89 degrees 59 minutes 41 seconds west a distance of 365.00’ to a calculated corner; thence following said right of way along a curve with an arc distance of 366.91’ subtended by a chord of south 88 degrees 47 minutes 01 seconds west a</p>	

distance of 366.89' with a radius of 9,814.10' to an iron pin set; thence leaving said right of way north 01 degrees 01 minutes 06 seconds a west distance of 15.00' to a calculated corner; thence along a curve with an arc distance of 367.16' subtended by a chord of north 88 degrees 47 minutes 04 seconds east a distance of 367.14' with a radius of 9,829.10' to a calculated corner; thence south 89 degrees 59 minutes 41 seconds east a distance of 354.70' to a calculated corner; thence north 01 degrees 12 minutes 09 seconds west a distance of 626.58' to a calculated corner; thence south 89 degrees 34 minutes 57 seconds east a distance of 10.00' to an open top pipe; thence south 01 degrees 12 minutes 09 seconds east a distance of 626.51' to a calculated corner; thence south 01 degrees, 12 minutes, 09 seconds east a distance of 12.99' to an open top pipe at the north right of way line of East Bob White Road. Said tract known as Tract "B" containing 0.40 acres shown on an annexation and rezoning plat prepared by McLeod Surveying, dated February 18, 2020.

Motion:	Councilman Lee presented Ordinance #15-20, moved to waive the 2 nd reading and approve of this Ordinance.
Second:	Councilman Lauritsen
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Motion:	Councilman Lee presented the Rezone for Ordinance #15-20, moved to waive the 2 nd reading and approve of the Rezone.
Second:	Councilman Bibb
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 6	Rezoning Petition - Request the rezoning of 0.28 acres / 701 N Davis Drive
The City of Warner Robins requests the rezoning of property, totaling 0.28 acres, located at 701 N Davis Drive, from the zoning of R-2 [Single Family Residential] to the zoning of C-2[General Commercial]	
Motion:	Councilman Bibb presented rezoning petition and moved for approval.
Second:	Councilman Lee.
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 7	Rezoning Petition – Requests the rezoning of 35.12 acres / Arrie Drive & White Road / West of Hwy 41
The City of Warner Robins requests the rezoning of property, totaling 35.12 acres, located at Arrie Drive and White Road, West of Hwy 41 from the zoning of R-1[Single Family Residential] to the zoning of R-3[General Residential]	
Motion:	Councilman Lauritsen presented rezoning petition and moved for approval.
Second:	Councilman Lee.
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 8

Motion – Home Occupation Permits

The following Home Occupation Permits are recommended for approval by the Planning and Zoning Board:

1. **Silvane Morris** – 703 Olmstead Street – requests permission to operate a mobile retail business as a home occupation.
2. **Tela Antkowiak**– 102 Silver King Court – requests permission to operate a mobile dog grooming business as a home occupation.
3. **Andre Beulah** – 207 Rose Hill Drive – requests permission to operate a landscaping business as a home occupation.
4. **Steven J. Goudeau** – 203 Downing Circle – requests permission to operate a real estate service business as a home occupation.
5. **Roger Michael Freeman** – 100 Trailing Bend – requests permission to operate a photography business as a home occupation.
6. **Angela Perkins** – 721 Loudon Hill Drive – requests permission to operate a notary service business as a home occupation.
7. **Laura Sorenson** – 406 Morgan Ranch Circle – requests permission to operate a photography business as a home occupation.
8. **Charles Bennett** – 202 Millstone Way – requests permission to operate an online retail business as a home occupation.
9. **Roshunda Smith** – 203 Parkway Drive – requests permission to operate a cleaning business as a home occupation.
10. **Jerold Miller** – 101 Tucker Place – requests permission to operate a roofing business as a home occupation.
11. **Linda Rich** – 329 Bonnie Drive – requests permission to operate an entertainer business as a home occupation.
12. **Connie L. Ray** – 1008 Briarcliff Road – requests permission to operate a janitorial business as a home occupation.
13. **Tina Armeaga** – 230 Wendan Way – requests permission to operate a cleaning business as a home occupation.
14. **Shirley Braune** – 113 Country Circle – requests permission to operate an online florist business as a home occupation.
15. **Joe Brown** – 402 Esplanade Drive – requests permission to operate a concrete construction business as a home occupation.
16. **LaTosha K. Collins** – 45 Tiffany Lane – requests permission to operate a consulting business as a home occupation.
17. **Ashley Lawson** – 735 N Houston Road, Apt. B3 - requests permission to operate a consulting business as a home occupation.

Motion:	Councilman Lashley moved for approval of these Home Occupation Permits.
Second:	Councilman Curtis.
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 9	Resolution Fiber Locating and Marking Services
A Resolution of the Mayor and Council of the City of Warner Robins hereby authorizes Mayor Randy Toms to execute an automatically renewable annual contract with USIC Locating Services, LLC for locating and marking services per specific pricing as outlined in the contract on Exhibit A attached hereto.	
Motion:	Councilman Holmes moved for the approval of the Fiber Locating and Marking Contract.
Second:	Councilman Lashley.
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 10	Resolution - MOU w/ Guardian Centers of Georgia, LLC
A Resolution of the Mayor and Council of the City of Warner Robins hereby authorizes Mayor Randy Toms to execute a Memorandum of Understanding with Guardian Centers of Georgia, LLC for scheduled access and use of the fire training property located at 300 Foy Evans Drive Warner Robins, Georgia	
Motion:	Councilman Curtis moved for the approval of this Resolution.
Second:	Councilman Lashley.
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 11	Resolution – MOU w/ Warner Robins Air Logistics Complex
A Resolution of the Mayor and Council of the City of Warner Robins hereby authorizes Mayor Randy Toms to execute Memorandums of Understanding with Warner Robins Air Logistics Complex for Fire and Police response support for their Synergy Facility located at 100 Park Place, Warner Robins.	
Motion:	Councilman Lee moved for the approval of this Resolution.
Second:	Councilman Curtis.
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 12	Resolution – MOU w/ Fort Valley State University
A Resolution of the Mayor and Council of the City of Warner Robins hereby authorizes Mayor Randy Toms to execute a Memorandum of Understanding with Fort Valley State University for assistance in responding to their Warner Robins Center located at 151 Osigian Boulevard, Warner Robins.	
Motion:	Councilman Lauritsen moved for the approval of this Resolution.
Second:	Councilman Lee.
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 13 Resolution – City Charter	
Resolution whereas member of the Warner Robins legislative delegation to the 2020 session of the Georgia General Assembly have submitted to the Mayor and Council proposed legislation establishing a new charter for the City of Warner Robins. The proposed charter provides for the creation of a City Administrator position, amends the powers of the office of the Mayor and of the City Council, and makes additional changes from the current charter.	
The Mayor and Council of the City of Warner Robins deem the proposed charter to be in the best interest of the City and endorse its introduction and adoption by the General Assembly.	
Motion:	Councilman Bibb moved for the approval of this Resolution.
Second:	Councilman Lauritsen
Outcome:	Mayor Toms, Councilmen Lee, Bibb, Lauritsen and Lashley voted for approval. Councilman Curtis and Holmes opposed.

Action Item 14 Resolution Employee Promotions	
The following employees were recommended for promotion by their respective department.	
<ol style="list-style-type: none"> Alex Wood, promoted from Utility Maintenance Worker III (Water), Job Class #921, Grade 11, Utility Department, to Utility Maintenance Crew Leader (Water), Job Class #909, Grade 15, Utility Department, to be effective June 1, 2020. Patrick Allen, promoted from Police Officer, Job Class #633, Grade 602, Police Department, to Police Sergeant, Job Class #635, Grade 605, Police Department, to be effective June 1, 2020. David Adriance, promoted from Detective, Job Class #630, Grade 603, Police Department, to Police Sergeant, Job Class #635, Grade 605, Police Department, to be effective June 1, 2020. Michael Shane Mann, promoted from Police Officer, Job Class #633, Grade 602, Police Department, to Police Sergeant, Job Class #635, Grade 605, Police Department, to be effective June 1, 2020. Chandralyn Jones, promoted from Police Officer, Job Class #633, Grade 602, Police Department, to Police Sergeant, Job Class #635, Grade 605, Police Department, to be effective June 1, 2020. Brandon Smith, promoted from Police Officer, Job Class #633, Grade 602, Police Department, to Police Sergeant, Job Class #635, Grade 605, Police Department, to be effective June 1, 2020. Timothy Pippio, promoted from Police Officer, Job Class #633, Grade 602, Police Department, to Police Sergeant, Job Class #635, Grade 605, Police Department, to be effective June 1, 2020. Joseph Jarrell, Fire Driver Engineer, Job Class #515, Grade 16, Fire Department, to receive a step increase to Step 14, to reflect actual years' service, to be effective April 20, 2020. 	
Motion:	Councilman Holmes moved for the approval of this Resolution.
Second:	Councilman Bibb
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 15a Discussion – City Reorganization Plan	
<p>Mayor Toms provided an update on the City Reorganization Plan. He stated the new plan will be a lot more efficient. We have been working on this for many months. He stated that He and Councilman Lee would be conducting interviews for a new Financial Director June 02, 2020. There will be several new Departments and with her skill set we think Ms. Demoonie will be a good fit. Councilman Lauritsen thanked Mr. Corbin for all his hard work helping on the reorganization plan and that he is excited about the City getting an Administrator and the efficiency of the City Departments moving forward. Mayor Toms thanked Ms. Demoonie for the incredible job she done as the acting City Clerk for several months and for the City for the last 33 years.</p>	
Motion:	N/A
Second:	N/A
Outcome:	N/A

Action Item 15b Motion – Appointment of Mandy Stella to City Clerk's Position.	
<p>Mayor Toms then stated at this time, he'd like to make a new nomination to appoint Mandy Stella as the City Clerk.</p>	
Motion:	Councilman Lauritsen moved for the approval of this appointment.
Second:	Councilman Bibb
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

ADDED ACTION ITEM

Action Item 16a Motion – Add Resolution for the Extension of Vietnam Veteran's Parkway	
Motion:	Councilman Lauritsen moved for the approval to add this Resolution.
Second:	Councilman Lashley.
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.
Action Item 16b Resolution – Road Extension on the Sledge Property	
<p>A Resolution of the Mayor and Council of the City of Warner Robins hereby authorizes Mayor Randy Toms to execute negotiate a contract with Wilson Harris Sledge on behalf of the Ella O'Neal Sledge Estate and the Carlton H. and Ella O'Neal Sledge Farm, Inc., for the donation of three (3) acres of land identified as a portion of Peach County Parcel ID 051024 AND a portion of Peach County Parcel ID 051017B in exchange for the extension of Vietnam Veteran's Parkway through, but not to exceed Peach County Parcel 051017B.</p>	
Motion:	Councilman Curtis moved for the approval of this Resolution.
Second:	Councilman Lashley.
Outcome:	Councilmen Lee, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Adjournment: 6:56 p.m.

Next Regular Council Meeting: Monday, June 15, 2020

Kim A. Demoonie
Interim City Clerk

DRAFT

**CITY OF WARNER ROBINS
STATE OF GEORGIA**

RESOLUTION

BE IT RESOLVED, that Mayor and Council hereby authorize Mayor Randy Toms to execute an agreement with the Georgia Department of Transportation for the installation of streetscape lighting as part of the SR 247 Connector from Davis Drive to SR 247.

This 15th day of June, 2020.

CITY OF WARNER ROBINS, GEORGIA

By: _____
Randy Toms, Mayor

Attest:

Mandy Stella, City Clerk

DRAFT



Russell R. McMurry, P.E., Commissioner
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308
(404) 631-1000 Main Office

Date

Jessica Bird
Transportation Planner
City of Warner Robins
610B Watson Blvd.
Warner Robins, GA 31099

RE: Streetscape lighting assistance for – P.I. No. 0015953; City of Warner Robins

Dear Ms. Bird,

The Department will require a signed agreement for streetscape lighting installed as part of the above referenced project. The lighting shall be administered in the form of a Local Government Lighting Project Agreement (LGLPA). It will be the responsibility of the City to provide the Energy, Operation and Maintenance for the system.

Attached for your review are three (3) original copies of the proposed LGLPA between the Georgia Department of Transportation and the City of Warner Robins, for City and State participation. It is requested that a Resolution be secured from the City Council before entering into the Agreement. By virtue of the Resolution, the City can then enter into the Agreement. The Resolution/Agreement process can be done concurrently. If you concur with the terms of this Agreement, please attach an official copy of the Resolution (including all signatures and seals) to each of the Agreements. Then, please obtain the necessary signatures and appropriate seals from the City Council on all three copies of the Agreement and return all three copies to the Office of Design Policy & Support for further handling. Please do not fill in the date on the first page of the Agreement, as the Department will complete this upon execution. We will return one copy of the executed Agreement for your files.



Russell R. McMurry, P.E., Commissioner
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308
(404) 631-1000 Main Office

If you have any questions or need any additional assistance, please contact Robert Graham at (404) 631-1684.

Sincerely,

Robert Graham

Digitally signed by Robert Graham
DN: C=US, E=rgraham@dot.ga.gov, O=GA Dept. of
Transportation, OU=Roadway Lighting Group, CN=Robert Graham
Reason: I am approving this document
Date: 2020.05.28 13:02:06-04'00'

For Christopher Rudd, P.E.
State Design Policy Engineer

Enclosure: Local Government Lighting Project Agreement (3 copies)

cc: Tim Golden, Chairman, State Transportation Board, Congressional District 8
Meg Pirkle, Chief Engineer
Michael Presley, District 3 Engineer
Hiral Patel, Director of Engineering

DRAFT

AGREEMENT
BETWEEN
GEORGIA DEPARTMENT OF TRANSPORTATION
AND
CITY OF WARNER ROBINS

This Agreement is made and entered into this _____ day of _____, 20 __,
by and between the GEORGIA DEPARTMENT OF TRANSPORTATION, an agency of the
State of Georgia, hereinafter called the **DEPARTMENT**, and the CITY OF WARNER ROBINS,
GEORGIA acting by and through its City Council, hereinafter called the **CITY**.

WHEREAS, the CITY has represented to the DEPARTMENT a desire to obtain
streetscape lighting as part of the **SR 247 CONN FROM CS 1/CS 545/DAVIS DRIVE TO SR**
247 project, said lighting to be installed under P.I. No. 0015953, Houston County;

WHEREAS, the CITY has represented to the DEPARTMENT a desire to participate in: 1)
providing the energy for the operation of said lighting system and 2) the Operation and
Maintenance of said lighting system at the aforesaid location, and the DEPARTMENT has relied
upon such representation; and

WHEREAS, the DEPARTMENT has indicated a willingness to fund the materials and installation for the said lighting system at the aforesaid location, with funds of the DEPARTMENT, funds apportioned to the DEPARTMENT by the Federal Highway Administration under Title 23, United States Code, Section 104, or a combination of funds from any of the above sources.

NOW, THEREFORE, in consideration of the mutual promises made and of the benefits to flow from one to the other, the DEPARTMENT and the CITY hereby agree each with the other as follows:

1. Upon completion of installation of said lighting system, the CITY shall assume full responsibility for the operation, the repair and the maintenance of the entire lighting system, including but not limited to repairs of any damages; replacement of lamps, ballasts, luminaires, lighting structures, associated equipment, conduit, wiring and service equipment; and complying with the requirements of the Georgia Utility Facility Protection Act. The CITY further agrees to provide and pay for all the energy required for the operation of said lighting system.

2. The DEPARTMENT shall retain ownership of all materials and various components of the entire lighting system. The CITY, in its operation and maintenance of the lighting system, shall not in any way alter the type or location of any of the various components which make up the entire lighting system without prior written approval from the DEPARTMENT.

3. This Agreement is considered as continuing for a period of fifty (50) years from the date of execution of this Agreement. The DEPARTMENT reserves the right to terminate this Agreement, at any time for any cause, upon thirty (30) days written notice to the CITY.

4. It is understood by the CITY that the DEPARTMENT has relied upon the CITY'S representation of its commitment to providing for the energy, maintenance, and operation of the lighting represented by this Agreement; therefore, if the CITY elects to de-energize or fails to properly maintain or to repair the lighting system during the term of this Agreement, the CITY shall reimburse the DEPARTMENT the materials cost for the lighting system. If the CITY elects to de-energize or fails to properly maintain any individual unit within the lighting system, the CITY shall reimburse the DEPARTMENT for the material cost for the individual unit which will include all costs for the pole, luminaires, foundations, and associated wiring. The DEPARTMENT will provide the CITY with a statement of material costs upon completion of the installation.

The covenants herein contained shall, except as otherwise provided accrue to the benefit of and be binding upon the successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement the day and year first above written.

RECOMMENDED:

CITY OF WARNER ROBINS

BY: _____
Mayor

(SEAL)

GA DEPARTMENT OF TRANSPORTATION

BY _____
Commissioner

(SEAL)

WITNESS

Notary Public

This Agreement approved by the City Council at a meeting held at

this _____ day of _____,

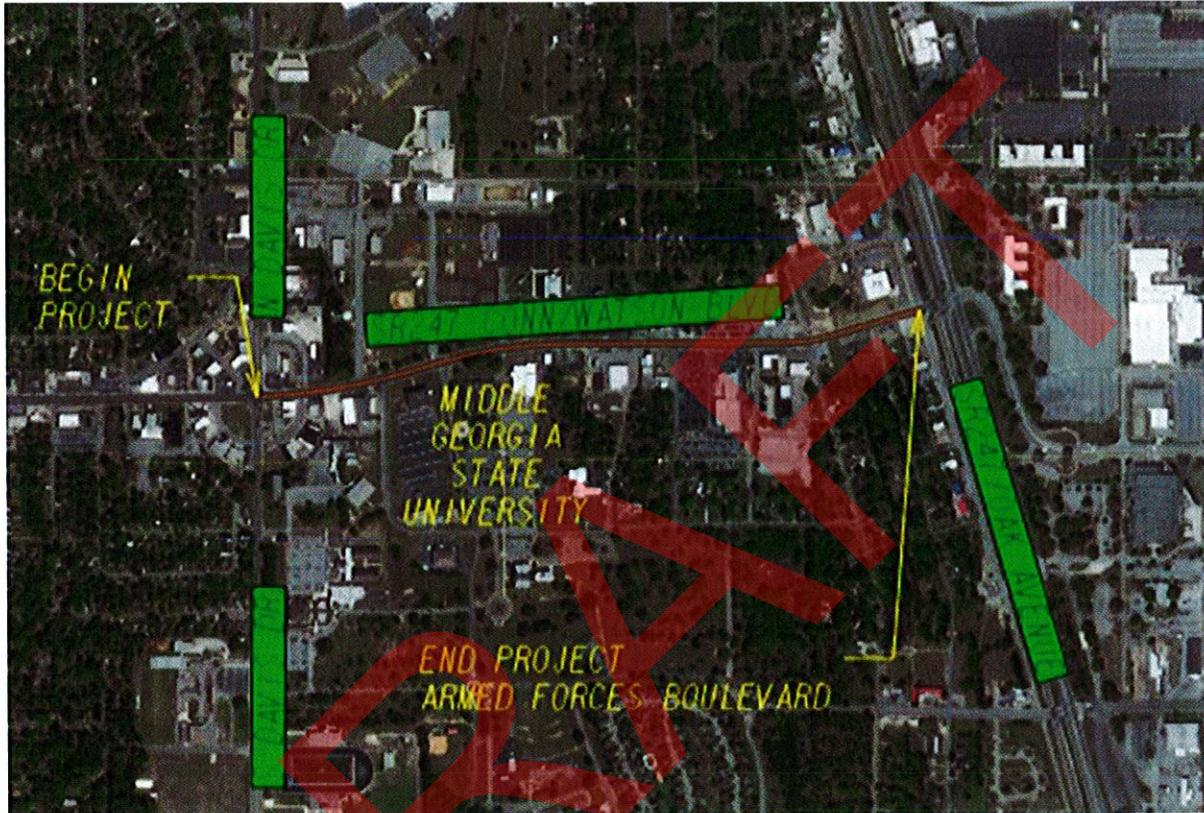
20__.

ATTEST:

Treasurer

City Clerk

Attachment "A"



Project Location Map

**SR 247 Conn from CS 1/CS 545/Davis Drive to SR 247
City of Warner Robins (Houston County)
P.I. No. 0015953**

CITY OF WARNER ROBINS
STATE OF GEORGIA

ORDINANCE

WHEREAS, the Mayor makes the following recommendation to the City Council for changes in the City of Warner Robins Classification Plan,

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

NOW, THEREFORE, BE IT ORDAINED that the City Classification Plan be amended as follows:

-1-

Reclassify the position of City Clerk, Job Class #112, Grade 26, Administrative Services Department, to Grade 25.

BE IT ORDAINED that this amendment was first read on _____ day of _____, 2020 was adopted this _____ day of _____, 2020 and shall become effective on June 1, 2020.

This _____ day of _____, 2020

CITY OF WARNER ROBINS

By: _____
Randy Toms, Mayor

ATTEST:

Mandy Stella, City Clerk

No. _____
CITY OF WARNER ROBINS
STATE OF GEORGIA

ORDINANCE

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS,
GEORGIA, AMENDING CHAPTER 2 OF THE CITY CODE REGARDING ADMINISTRATON,

BE IT ORDAINED that the Mayor and Council of the City of Warner Robins amend
Chapter 2, Article IV of the city code as follows:

-1-

City code section 2-91 shall be deleted in its entirety and the following inserted in lieu
thereof:

“The following departments and agencies of the city are hereby created:

- (1) Administrative Services Department
- (2) Police Department
- (3) Fire Department
- (4) Community Development Department
- (5) Building and Transportation Department
- (6) Public Works Department
- (7) Utility Department
- (8) Parks and Recreation Department
- (9) Economic Development Department
- (10) Finance Department.”

-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.

BE IT FURTHER ORDAINED that this ordinance was first read on _____, 2020 and duly
adopted by the governing authority of the City on _____, 2020 and shall become effective
upon adoption.

CITY OF WARNER ROBINS, GEORGIA

By: _____
Randy Toms, Mayor

Attest:

Mandy Stella, City Clerk

CITY OF WARNER ROBINS
STATE OF GEORGIA

RESOLUTION

WHEREAS, the City of Warner Robins Police Department has applied for and has received a grant award through the FY 20 Coronavirus Emergency Supplemental Funding Program offered through the United States Department of Justice, Office of Justice Programs, and;

WHEREAS, the Warner Robins Police Department will use the awarded funds (\$118,839) to increase the city's capabilities to safely respond to emergency calls during the time of the coronavirus by purchasing equipment, personal protective equipment (PPE), and supplies to be used by Warner Robins Police Department and Warner Robins Fire Department employees in accordance with the project goal outlined in the grant application, and;

WHEREAS, the Warner Robins Police Department and the Warner Robins Fire Department have agreed in a Memorandum of Understanding to the use of the grant funds, and;

WHEREAS, the Warner Robins Police Department will act as the administrator of the grant and the City of Warner Robins will act as the fiscal agent, and;

WHEREAS the Grant Award Number 2020-VD-BX-1498 sets forth the conditions necessary for proper administration and fiscal management of these awarded funds,

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Warner Robins hereby authorize Mayor Randy Toms to execute this Grant Award agreement.

This 15th day of June, 2020.

CITY OF WARNER ROBINS

By: _____
Randy Toms, Mayor

Attest:

Mandy Stella, City Clerk



Department of Justice (DOJ)
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

June 4, 2020

The Honorable Randy Toms
City of Warner Robins
700 Watson Boulevard
Warner Robins, GA 31093-3466

Dear Mayor Toms:

On behalf of Attorney General William P. Barr, it is my pleasure to inform you that the Office of Justice Programs (OJP), U.S. Department of Justice (DOJ), has approved the application by City of Warner Robins for an award under the OJP funding opportunity entitled "BJA FY 20 Coronavirus Emergency Supplemental Funding Program." The approved award amount is \$118,839. These funds are for the project entitled FY2020 Coronavirus Emergency Supplemental Funding Grant.

The award document, including award conditions, is enclosed. The entire document is to be reviewed carefully before any decision to accept the award. Also, the webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqts.htm) is to be consulted prior to an acceptance. Through that "Legal Notices" webpage, OJP sets out -- by funding opportunity -- certain special circumstances that may or will affect the applicability of one or more award requirements. Any such legal notice pertaining to award requirements that is posted through that webpage is incorporated by reference into the award.

Please note that award requirements include not only award conditions, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. Because these requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds), it is vital that all key staff know the award requirements, and receive the award conditions and the assurances and certifications, as well as the application as approved by OJP. (Information on all pertinent award requirements also must be provided to any subrecipient of the award.)

Should City of Warner Robins accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Please direct questions regarding this award as follows:

- For program questions, contact Flora D. Lawson, Program Manager at (202) 305-9216; and
- For financial questions, contact the Customer Service Center of OJP's Office of the Chief Financial Officer at (800) 458-0786, or at ask.ocfo@usdoj.gov.

We look forward to working with you.

Sincerely,

A handwritten signature in blue ink, appearing to read "K. Sullivan".

Katharine T. Sullivan
Principal Deputy Assistant Attorney General

Encl.



Department of Justice (DOJ)
Office of Justice Programs
Office of Civil Rights

Washington, DC 20531

June 4, 2020

The Honorable Randy Toms
City of Warner Robins
700 Watson Boulevard
Warner Robins, GA 31093-3466

Dear Mayor Toms:

Congratulations on your recent award. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972, require recipients of federal financial assistance to give assurances that they will comply with those laws. In addition to those civil rights laws, many grant program statutes contain nondiscrimination provisions that require compliance with them as a condition of receiving federal financial assistance. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with OJP and other DOJ awards, see <https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm>

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a non-discriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEO requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5). Please submit information about any adverse finding to the OCR at the above address.

We at the OCR are available to help you and your organization meet the civil rights requirements that are associated with OJP and other DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to let us know.

Sincerely,

A handwritten signature in black ink that reads "Michael L. Alston".

Michael L. Alston
Director

cc: Grant Manager
Financial Analyst

 <p>Department of Justice (DOJ) Office of Justice Programs Bureau of Justice Assistance</p>		Grant		PAGE 1 OF 16			
1. RECIPIENT NAME AND ADDRESS (Including Zip Code) City of Warner Robins 700 Watson Boulevard Warner Robins, GA 31093-3466		4. AWARD NUMBER: 2020-VD-BX-1498 5. PROJECT PERIOD: FROM 01/20/2020 TO 01/31/2022 BUDGET PERIOD: FROM 01/20/2020 TO 01/31/2022 6. AWARD DATE 06/04/2020					
2a. GRANTEE IRS/VENDOR NO. 586000700		8. SUPPLEMENT NUMBER 00		7. ACTION Initial			
2b. GRANTEE DUNS NO. 073465494		9. PREVIOUS AWARD AMOUNT \$ 0					
3. PROJECT TITLE FY2020 Coronavirus Emergency Supplemental Funding Grant		10. AMOUNT OF THIS AWARD \$ 118,839					
		11. TOTAL AWARD \$ 118,839					
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).							
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY20(BJA - CESF) Pub. L. No. 116-136, Div. B; 28 U.S.C. 530C							
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.034 - Coronavirus Emergency Supplemental Funding Program							
15. METHOD OF PAYMENT GPRS							
AGENCY APPROVAL		GRANTEE ACCEPTANCE					
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Katharine T. Sullivan Principal Deputy Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Randy Toms Mayor					
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL		19A. DATE			
AGENCY USE ONLY							
20. ACCOUNTING CLASSIFICATION CODES				21. VVDUGT1414			
FISCAL YEAR	FUND CODE	BUD. ACT.	DIV. OFC.	DIV. REG.	SUB.	POMS	AMOUNT
X	B	VD	80	00	00		118839

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
SHEET
Grant**

PAGE 2 OF 16

PROJECT NUMBER 2020-VD-BX-1498

AWARD DATE 06/04/2020

SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
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PROJECT NUMBER 2020-VD-BX-1498

AWARD DATE 06/04/2020

SPECIAL CONDITIONS

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2020 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2020 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2020 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
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PROJECT NUMBER 2020-VD-BX-1498

AWARD DATE 06/04/2020

SPECIAL CONDITIONS

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after -- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
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PROJECT NUMBER 2020-VD-BX-1498

AWARD DATE 06/04/2020

SPECIAL CONDITIONS

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

DRAFT



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
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PROJECT NUMBER 2020-VD-BX-1498

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SPECIAL CONDITIONS

9. Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
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PROJECT NUMBER 2020-VD-BX-1498

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SPECIAL CONDITIONS

any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

10. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

11. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.



Department of Justice (DOJ)
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
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PROJECT NUMBER 2020-VD-BX-1498

AWARD DATE 06/04/2020

SPECIAL CONDITIONS

13. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award, whether by the recipient or by any subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).

1. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor (at any tier), grant recipient or -subrecipient (at any tier), agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.



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14. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

15. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

17. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

18. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.



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19. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

20. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



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24. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

25. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2020) The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



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27. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



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28. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

29. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

30. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

31. Signing Authority

This award must be signed by an authorized official of the applicant State, local, or tribal government, on behalf of that applicant State, unit of local government, or Tribe, unless the applicant designates an organizational unit to apply on its behalf. For example, if designated by a unit of local government, a Police Department or Sheriff's Office (or similar agency) may apply on behalf of the applicant jurisdiction, as long as the department, office, or agency is listed as the organizational unit on the SF-424. In that case, the head of the designated organizational unit (such as a Police Chief or Sheriff) may sign the award. Documentation of the designation by the appropriate governing body must be retained by the grant recipient.

32. The "Emergency Appropriations for Coronavirus Health Response and Agency Operations" law (Public Law 116-136) includes definitions, reporting requirements, and certain other provisions that apply (whether in whole or in part) to this award. In addition, consistent with the CESF Program's purposes, which involve preparing for, preventing, and responding to the coronavirus national emergency, OJP will provide notice of any additional CESF program-specific grants administrative requirements on an award page, accessible at <https://www.ojp.gov/funding/explore/CESF-program-specific-condition>, that is incorporated by reference here.



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33. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).
34. FFATA reporting: Subawards and executive compensation
- The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.
- This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
35. Required monitoring of subawards
- The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.
36. Use of program income
- Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.
37. Justice Information Sharing
- Recipients are encouraged to comply any information-sharing projects funded under this award with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) is encouraged to conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: https://it.ojp.gov/gsp_grantcondition. The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information.
38. Avoidance of duplication of networks
- To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity.



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39. Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA. The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are: a. New construction; b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places; c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories. The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at [https:// bja.gov/ Funding/ nepa.html](https://bja.gov/Funding/nepa.html), for programs relating to methamphetamine laboratory operations. Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

40. Establishment of interest-bearing account

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish an interest-bearing account dedicated specifically to this award. Recipients (and subrecipients) must maintain advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The award funds, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Coronavirus Emergency Supplemental Funding (CESF) program. The recipient also agrees to obligate the award funds in the account (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.

41. Expenditures requiring prior approval

No funds under this award may be expended on individual items costing \$500,000 or more, or to purchase Unmanned Aerial Systems (UAS), Unmanned Aircraft (UA), and/or Unmanned Aerial Vehicles (UAV) without prior written approval from BJA. Prior approval must be obtained post-award, through the submission and approval of a Grant Adjustment Notice (GAN) through OJP's Grant Management System (GMS).



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42. Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after January 20, 2020

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (January 20, 2020), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum-- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via a Grant Adjustment Notice). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Nothing in this condition shall be understood to authorize the recipient (or any subrecipient at any tier) to use award funds to "supplant" State or local funds.

43. Use of funds for DNA testing; upload of DNA profiles

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS. No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS.

44. Body armor - compliance with NIJ standards and other requirements

Ballistic-resistant and stab-resistant body armor purchased with award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and is listed on the NIJ Compliant Body Armor Model List (<https://nij.gov/topics/technology/body-armor/Pages/compliant-ballistic-armor.aspx>). In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information can be found here: <https://nij.gov/topics/technology/body-armor/pages/safety-initiative.aspx>.

**Department of Justice (DOJ)**

Office of Justice Programs

Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File
From: Orbin Terry, NEPA Coordinator
Subject: Categorical Exclusion for City of Warner Robins

The Coronavirus Emergency Supplemental Funding (CESF) Program allows eligible states, local units of government, and tribes to support a broad range of activities including preventing, preparing for, and responding to the coronavirus.

All recipients of CESF funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a sub-grantee or third party.

BJA's expectation is that none of the following activities will be conducted whether under this federal award or a related third party action:

- (1) New construction
- (2) Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species
- (3) A renovation that will change the basic prior use of a facility or significantly change its size
- (4) Research and technology whose anticipated and future application could be expected to have an effect on the environment
- (5) Implementation of a program involving the use of chemicals (including the identification, seizure, or closure of clandestine methamphetamine laboratories) other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.

If, however, award funds are proposed to be used for any of the enumerated projects or activities above, grant recipients must contact their grant manager, and receive written approval prior to commencing that project or activity.

Questions about this determination may be directed to your grant manager or Orbin Terry, Environmental Coordinator for BJA.

 <p>Department of Justice (DOJ) Office of Justice Programs Bureau of Justice Assistance</p>	GRANT MANAGER'S MEMORANDUM, PT. I: PROJECT SUMMARY	
	Grant	
	PROJECT NUMBER 2020-VD-BX-1498	PAGE 1 OF 1
This project is supported under FY20(BJA - CESF) Pub. L. No. 116-136, Div. B; 28 U.S.C. 530C		
1. STAFF CONTACT (Name & telephone number) Flora D. Lawson (202) 305-9216	2. PROJECT DIRECTOR (Name, address & telephone number) Melanie Byer Administrative Operations Manager P O Box 8629 Warner Robins, GA 31095-8629 (478) 293-1064	
3a. TITLE OF THE PROGRAM BJA FY 20 Coronavirus Emergency Supplemental Funding Program	3b. POMS CODE (SEE INSTRUCTIONS ON REVERSE)	
4. TITLE OF PROJECT FY2020 Coronavirus Emergency Supplemental Funding Grant		
5. NAME & ADDRESS OF GRANTEE City of Warner Robins 700 Watson Boulevard Warner Robins, GA 31093-3466	6. NAME & ADDRESS OF SUBGRANTEE	
7. PROGRAM PERIOD FROM: 01/20/2020 TO: 01/31/2022	8. BUDGET PERIOD FROM: 01/20/2020 TO: 01/31/2022	
9. AMOUNT OF AWARD \$ 118,839	10. DATE OF AWARD 06/04/2020	
11. SECOND YEAR'S BUDGET	12. SECOND YEAR'S BUDGET AMOUNT	
13. THIRD YEAR'S BUDGET PERIOD	14. THIRD YEAR'S BUDGET AMOUNT	
15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse) The Coronavirus Emergency Supplemental Funding (CESF) Program allows States, U.S. Territories, the District of Columbia, units of local government, and federally recognized tribal governments to support a broad range of activities to prevent, prepare for, and respond to the coronavirus. Funded projects or initiatives may include, but are not limited to, overtime, equipment (including law enforcement and medical personal protective equipment), hiring, supplies (such as gloves, masks, sanitizer), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), and addressing the medical needs of inmates in state, local, and tribal prisons, jails, and detention centers. NCA/NCF		

GMS Award Number: 2020-VD-BX-1498

INTERDEPARTMENTAL MEMORANDUM OF UNDERSTANDING

The Warner Robins Police Department and the Warner Robins Fire Department have agreed to share the Bureau of Justice Administration FY 20 Coronavirus Emergency Supplemental Funding (CESF) Program funds of \$118,839.

Warner Robins Police Department	\$ 63,870
Warner Robins Fire Department	\$ 54,969

The City of Warner Robins will serve as the fiscal agent for the funds. The two departments agree to share the items to be purchased with the funds, but the Warner Robins Fire Department is not considered a subrecipient of the award. The Warner Robins Police Department will be responsible for the administration of the funds to include requesting the purchases to be made with the funds, monitoring the award, and submitting reports including performance measure and program assessment data.

The Warner Robins Fire Department will provide the Warner Robins Police Department with data needed to complete quarterly accountability metrics reports, an annual performance report, and any other reports that may be required in a timely manner. The Warner Robins Police Department will provide data needed to complete quarterly financial reports to the City of Warner Finance Department in a timely manner.

Chief John F. Wagner, Jr.
Warner Robins Police Department

Date

Chief Ross Moulton
Warner Robins Fire Department

Date

Mayor Randy Toms
City of Warner Robins

Date

STATE OF GEORGIA
COUNTY OF HOUSTON
CITY OF WARNER ROBINS

RESOLUTION

WHEREAS, The City of Warner Robins (City) is designated as an entitlement city by the U. S. Department of Housing and Urban Development (HUD) for the purpose of participation in the Community Development Block Grant Program (CDBG), and

WHEREAS, The City has been notified that it will receive additional funds to the PY2019 CDBG Program in the amount of \$393,076 from HUD for the Coronavirus Aid, Relief, and Economic Security Act or CARES Act, and

WHEREAS, The City of Warner Robins has made amendments to the 2015 – 2019 Consolidated Plan, the PY2019 Annual Action Plan, and the Citizens Participation Plan as required by HUD, and

WEHEREAS, The City desires to designate the new funding to address needs in the areas of, Food Assistance, Rental, Mortgage and Utility Assistance, Mental Health Services, and Homelessness and Prevention.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Warner Robins that the CDBG PY2019 Annual Action Plan be amended to reflect increased funding, and reflect that these funds shall be designed as follows:

National Alliance on Mental Illness (NAMI) Central Georgia, Inc. Mental Health Assistance Program	\$43,857
Community Outreach Service Center Homelessness & Prevention	\$31,760
Family Counseling Center of Central Georgia Mental Health Assistance Program	\$20,000
Houston County Council on Aging, Inc. (Meals on Wheels) Food Assistance Program (Seniors)	\$11,206
Warner Robins Boys and Girls Club Food Assistance Program (Children)	\$38,254
Middle Georgia Community Action Agency Rental & Utility Deposit Assistance:	\$ 30,000
Food Assistance Program (Families):	\$133,133

Mortgage, Rent, & Utility Assistance:	\$ 84,866	
		<u>\$247,999</u>
TOTAL GRANT FUNDS		\$393,076

BE IT FURTHER RESOLVED that Randy Toms, as Mayor of the City of Warner Robins, is duly authorized to furnish all relevant information and sign all forms and papers directly related to obtaining and administering the above grant and to execute this Resolution as the Mayor and on behalf of City Council.

This 15th Day of June, 2020.

BY: _____
Randy Toms, Mayor

Attest:

Mandy Stella, City Clerk

DRAFT

CITY OF WARNER ROBINS
GEORGIA'S INTERNATIONAL CITY - CHARTERED 1943
"A CITY OF CHARACTER"

MEMORANDUM

MAYOR
Randy Toms

MEMBERS OF COUNCIL

Post 1
Daron Lee
Post 2
Charlie Bibb
Post 3
Keith Lauritsen
Post 4
Kevin Lashley
Post 5
Clifford Holmes, Jr.
Post 6
Larry Curtis, Jr.

CITY CLERK
Mandy Stella

CITY ATTORNEY
Julia Bowen Mize

OF COUNSEL
James E. Elliott, Jr.

TO: MANDY STELLA – CITY CLERK
FROM: SHERRI WINDHAM – DIRECTOR, COMMUNITY DEVELOPMENT
DATE: JUNE 9, 2020
SUBJECT: AGENDA FOR MAYOR AND COUNCIL MEETING

Please place the following items on the agenda for the next Mayor and Council Meeting:

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

1. **Ian Kristopher Heydt – 114 Forest Hill Drive** – requests permission to operate a handyman business as a home occupation.
2. **Dana Hubbard – 907 Corder Road, Apt. F1** – requests permission to operate a home care business as a home occupation.
3. **REZONING** – JTS Realty Investments, Inc. requests rezoning of property totaling 0.15 acres, located at Hwy 96, adjacent to and West of the Castlegate Commons Access Road, from the zoning of R-4[Multi Family Residential] to the zoning of C-2[General Commercial]

CITY OF WARNER ROBINS
GEORGIA'S INTERNATIONAL CITY - CHARTERED 1943
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June 10, 2020

Coldwell Banker Robbins & Free Realty
ATTN: Scott Free
1271 S Houston Lake Road
Warner Robins, GA 31088

MAYOR
Randy Toms

MEMBERS OF COUNCIL

- Post 1**
Daron Lee
- Post 2**
Charlie Bibb
- Post 3**
Keith Lauritsen
- Post 4**
Kevin Lashley
- Post 5**
Clifford Holmes, Jr.
- Post 6**
Larry Curtis, Jr.

CITY CLERK
Mandy Stella

CITY ATTORNEY
Julia Bowen Mize

OF COUNSEL
James E. Elliott, Jr.

RE: REZONING OF PROPERTY LOCATED AT HWY 96, WEST OF AND DIRECTLY ADJACENT TO THE "CASTLGATE COMMONS ACCESS ROAD", TOTALING 0.15 ACRES FROM THE ZONING OF R-4[MULTI-FAMILY RESIDENTIAL DISTRICT] TO C-2[GENERAL COMMERCIAL DISTRICT].

Dear Mr. Free,

On June 9, 2020, the Planning and Zoning Commission for the City of Warner Robins recommended approval of, and forwarded, your petition for the rezoning of the above-described property to Mayor and Council. To verify the date and time your petition will be heard by Council, please contact the City Clerk's office at 478-293-1099.

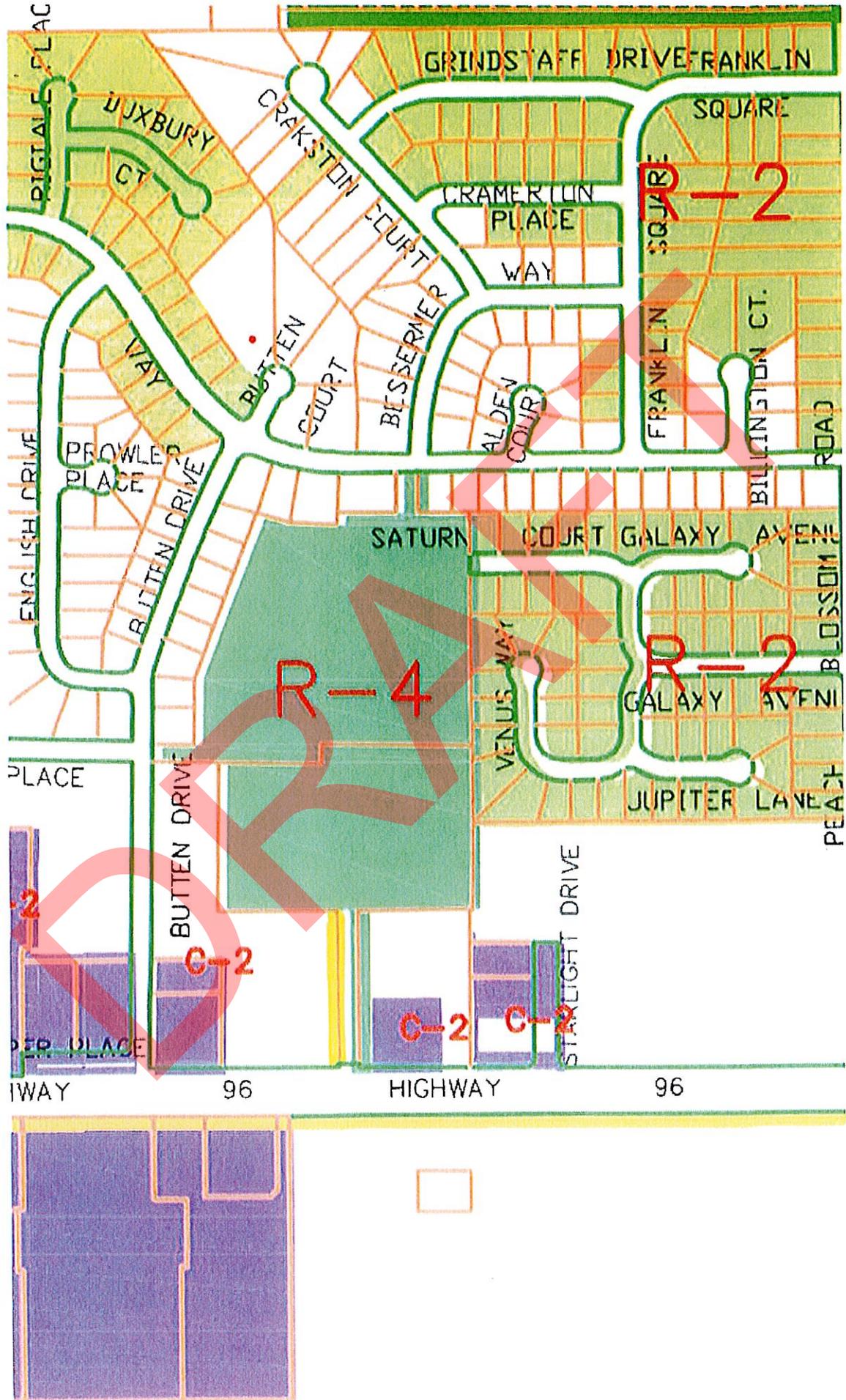
If you have any questions or need additional information regarding this matter, please feel free to call me at (478) 302-5522.

Best regards,



Darin Curtis, Zoning Assistant
Community Development

cc: File



Legal Description to be formalized in Purchase Contract





0	Owner	JTS REALTY INVESTMENTS INC	Last
		PO BOX 564	Date
		PERRY GA 31069	12/2
	Physical Address	HWY 96	12/2
	Assessed Value	Value \$7500	
	Land Value	Value \$7500	
	Improvement Value		
	Accessory Value		

CITY OF WARNER ROBINS
GEORGIA'S INTERNATIONAL CITY - CHARTERED 1943
"A CITY OF CHARACTER"

MEMORANDUM

MAYOR
Randy Toms

MEMBERS OF COUNCIL

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Daron Lee
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CITY CLERK
Mandy Stella

CITY ATTORNEY
Julia Bowen Mize

OF COUNSEL
James E. Elliott, Jr.

TO: MANDY STELLA – CITY CLERK
FROM: SHERRI WINDHAM – DIRECTOR, COMMUNITY DEVELOPMENT
DATE: JUNE 9, 2020
SUBJECT: AGENDA FOR MAYOR AND COUNCIL MEETING

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CITY OF WARNER ROBINS
GEORGIA'S INTERNATIONAL CITY - CHARTERED 1943
"A CITY OF CHARACTER"

March 4, 2020

MAYOR
Randy Toms

MEMBERS OF COUNCIL

- Post 1**
Daron Lee
- Post 2**
Charlie Bibb
- Post 3**
Keith Lauritsen
- Post 4**
Kevin Lashley
- Post 5**
Clifford Holmes, Jr.
- Post 6**
Larry Curtis, Jr.

INTERIM CITY CLERK
Kim Demoonie

CITY ATTORNEY
Fred Graham

OF COUNSEL
James E. Elliott, Jr.

Gwendolyn Krind
238 Fairways Drive
Warner Robins, GA 31088

**REFERENCE: 238 Fairways Drive
Warner Robins, GA 31088**

Dear Mrs. Krind:

The City of Warner Robins has reviewed your request for sewer availability for the above referenced parcel. Sewer service can be made possible through use of a private grinder pump.

The parcel above is in the county and cannot be annexed at this time. Sewer connection approval must be voted on by Mayor and Council. Please contact Mandy Stella at (478) 302-5515 to get on the next agenda and please make arrangements to attend the meeting. If approved, the following applies.

The City will tap an existing 2" force main from the South side of Fairways Drive and extend to the above listed property line. The property owner will be responsible for the installation of the pump, wet well, service to the property line, associated appurtenances and abandoning the current septic tank following Houston County Health Department guidelines.

Prior to application for utility service, the property owner must file a covenant with the city attorney's office regarding future annexation. You may then make application for sewer service at our customer service department in City Hall. Upon remittance of the sewer tap fee, please bring a copy of this letter, along with your covenant paper work for confirmation of services.

If we can be of further assistance please feel free to contact our office at 302-5439.

Sincerely,

City of Warner Robins

Victor P. Savage PLS
Utility Engineering Department

700 WATSON BLVD • P.O. Box 8629 • WARNER ROBINS, GEORGIA 31095

(478) 293-1000 • FAX (478) 929-1124 • www.wrga.gov

No.: 13-20
CITY OF WARNER ROBINS
STATE OF GEORGIA

ORDINANCE

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS, GEORGIA, AMENDING CHAPTER 24 OF THE CITY CODE REGARDING PUBLIC UTILITIES.

WHEREAS, the Mayor and City Council of the City of Warner Robins are in receipt of a water and wastewater rate and fee study prepared by Raftelis Financial Consultants, Inc., and based on the study results finds, determines and declares that it is necessary and advisable and in the best interest of the City and its utility customers that the water and wastewater monthly service rates and fees be increased.

BE IT ORDAINED by the Mayor and Council of the City of Warner Robins that certain sections of the City Code related to utility rate charges are amended as follows:

-1-

**RESIDENTIAL, MULTI-FAMILY RESIDENTIAL, COMMERCIAL,
INDUSTRIAL WATER AND WASTEWATER RATES**

Article IV, Division 1, Sec.24-94 – Water rates are hereby amended to reflect the adjusted rates in the heretofore attached scheduled Exhibit A. Said rates will increase 10% at the City's earliest implementation on or after July 1, 2020 with additional scheduled rate increases effective January 1st of each subsequent year through January 1, 2025.

Article IV, Division 1, Sec.24-96 – Hydrant rates are hereby amended to reflect the adjusted rates in the heretofore attached scheduled Exhibit A. Said rates will increase 10% at the City's earliest implementation on or after July 1, 2020 with additional scheduled increases effective January 1st of each subsequent year through January 1, 2025.

Article V, Division 3, Sec. 24-263, 24-264, 24-265, 24-267, 24-278 – Wastewater or sewer rates are hereby amended to reflect the adjusted rates in the heretofore attached scheduled Exhibit A. Said rates will increase 10% at the City's earliest implementation on or after July 1, 2020 with additional scheduled increases effective January 1st of each subsequent year through January 1, 2025.

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**UTILITY SERVICE CHARGES, WATER CONNECTION FEES,
WASTEWATER CONNECTON FEES, PRIVATE WASTE HAULER FEES**

Article I, Sec.24-6 – Selected utility service charges are hereby adjusted to reflect the proposed fees in the heretofore attached scheduled Exhibit A. Said rates will be effective at the City’s earliest implementation on or after July 1, 2020.

Article IV, Division 1, Sec.24-92 and 24-93 – Water connection fees are hereby adjusted to reflect the proposed fees in the heretofore attached scheduled Exhibit A. Said rates will be effective at the City’s earliest implementation on or after July 1, 2020.

Article V, Division 1, Sec.24-177 – Wastewater or sewer connection fees are hereby adjusted to reflect the proposed fees in the heretofore attached scheduled Exhibit A. Said rates will be effective at the City’s earliest implementation on or after July 1, 2020.

Article V, Division 1, Sec.24-180 – Private waste hauler fees are hereby adjusted to reflect the proposed fees in the heretofore attached scheduled Exhibit A. Said rates will be effective at the City’s earliest implementation on or after July 1, 2020.

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 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.

This ordinance was first read on _____ and shall become effective upon adoption this ____ day of _____, 2020.

CITY OF WARNER ROBINS

BY: _____
RANDY TOMS, MAYOR

ATTEST:

MANDY STELLA, CITY CLERK