

Draft Council Agenda
September 27, 2021
Council Chambers
5:00 p m

Opening Prayer Led by – **Councilman Holmes**
Pledge of Allegiance by – **Councilman Lauritsen**

Mayor Calls Meeting to Order

Adoption of the Agenda: Motion –
Second –

Proclamations/Awards/Presentations:

1. Approval of Minutes from Regular Meeting of September 20, 2021 – Curtis
2. Purchasing Bids – Lashley
3. Ordinance – 2021 Millage rate – Bibb

Citizens Comments (read)
Council Comments
Mayor's Comments
Adjourn

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Formal Public Comment – Speaker Protocol

The City of Warner Robins has identified this portion of the meeting to allow individuals an opportunity to formally address specific item(s) on the agenda for this meeting. The Mayor will recognize the speaker at the appropriate time and ask him/her to come forward to the podium. 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 12:00 p.m. on the Wednesday prior to the council meeting. Every member of the public will be given an opportunity to be placed on the agenda once every six (6) months. The request can be done in person, regular mail, fax or e-mail. The request should state the name of the individual(s) desiring to be heard and the subject matter to be presented to City Council. Requests may be referred at the discretion of the City Clerk, to appropriate staff for mediation prior to being placed on the public agenda. Please be advised the request to be placed on the agenda does not entitle the speaker to be added to the agenda.

The City of Warner Robins is endeavoring to be in total compliance with the Americans with Disabilities Act. If you require assistance or auxiliary aids in order to participate at the council meeting please contact the ADA Coordinator, Jessica Bird, at (478) 302-5505 or jbird@wrga.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.



**City of Warner Robins
City Council Meeting
Minutes**

Monday, September 20, 2021

5:30 PM

Council Chambers

Meeting conducted via teleconference*. 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,”.

Regular Meeting of Warner Robins City Council

Presiding: Mayor Randy Toms

City Officials Present:

Councilman Keith Lauritsen
Councilman Kevin Lashley
Councilman Clifford Holmes

Councilman Larry Curtis
Councilman Derek Mack
Councilman Charlie Bibb

Opening Prayer: Councilman Lashley
Pledge of Allegiance: Councilman Mack

Call to Order: 5:33 p.m.

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

Proclamations/Awards/Presentations:

Action Items:

Action Item 1	Presentation of Minutes from the Regular Meeting of September 7, 2021.
The minutes of the regular meeting of September 7, 2021 were presented for approval.	
Motion:	Councilman Curtis moved for the approval of the minutes for regular meeting of Tuesday, September 7, 2021.
Second:	Councilman Lashley

Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.
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Action Item 2	Discussion - Gatherings
Mr. Holmes discussed “gatherings” in light of recent events in the City of Warner Robins and citizens being concerned.	
Motion:	N/A
Second:	N/A
Outcome:	N/A

Action Item 3	Ordinance # 31-21 – Building and Transportation Fees (Second Reading)												
<p>Ordinance #31-21 of the Mayor and Council of the City of Warner Robins, Georgia, Making an addition to the city code chapter 6 regarding Building and Building regulations.</p> <p>WHEREAS, pursuant to City Charter Section 6.14, the Mayor and Council, may establish by ordinance certain fees and service charges which have been established for the operation of services within the Building and Transportation Department.</p> <p>IT IS HEREBY ORDAINED by the governing authority of the City of Warner Robins adopts the following addition to the City Code regarding the:</p> <p style="text-align: center;">- 1 -</p> <p style="text-align: center;">BUILDING AND TRANSPORTATION DEPARTMENT FEE SCHEDULE</p> <p>Sec. ____ . -Fee Schedule</p> <p>The following fee schedule is adopted for the Building and Transportation Department related to engineering plan review and permit fee schedules.</p> <p>(a) Plan Review Fee Schedule</p> <table border="1"> <thead> <tr> <th>Review Type</th> <th>Fee</th> </tr> </thead> <tbody> <tr> <td>Single Family Residential</td> <td>\$12 per lot Minimum fee \$120 Maximum fee \$460</td> </tr> <tr> <td>Commercial/Multi Family</td> <td></td> </tr> <tr> <td>Disturbed Area Less than 1.0 acres</td> <td>\$45</td> </tr> <tr> <td>Disturbed Area 1.1-3.0 acres</td> <td>\$100</td> </tr> <tr> <td>Disturbed Area 3.1-5.0 acres</td> <td>\$155</td> </tr> </tbody> </table>		Review Type	Fee	Single Family Residential	\$12 per lot Minimum fee \$120 Maximum fee \$460	Commercial/Multi Family		Disturbed Area Less than 1.0 acres	\$45	Disturbed Area 1.1-3.0 acres	\$100	Disturbed Area 3.1-5.0 acres	\$155
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Disturbed Area Greater Than 5.1 Acres	\$30 per acre Maximum fee \$300
Right-of-Way Only	\$45
Final Plat	\$35

(b) City of Warner Robins Land Disturbance Permit Fee Schedule

Disturbed Area by Acre	Fee
0-2.0 acres	\$65
2.1-5.0 acres	\$90
5.1-10.0 acres	\$130
10.1-50.0 acres	\$260
50.1-100.0 acres	\$525
100.1 and more acres	\$975

(c) Any fees listed above in Section (a) and (b) will double for sites where work has begun prior to permit approval.

(d) National Pollutant Discharge Elimination System General Permit Fees are applicable to projects where the disturbed land area is greater than 1 acre. The fee to submit to the Georgia Environmental Protection Department is \$40 per acre to be paid with online submittal of Notice of Intent. The fee to submit to the City of Warner Robins as the Local Issuing Authority is \$40 per acre to be paid after plans are reviewed by the City of Warner Robins. A copy of the submitted Notice of Intent and proof of payment to the Georgia Environmental Protection Department must be provided to the City of Warner Robins prior to plan approval.

-2-

If any provisions of this ordinance shall be held invalid, such invalidity shall not affect the other provisions which can be given effect without the invalid provision, and, to this end, the provisions of this ordinance are declared to be severable.

Motion:	Councilman Lashley moved for the approval of Ordinance #31-21.
Second:	Councilman Bibb
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval of ordinance #31-21.

Action Item 4	Consent Agenda
	<ul style="list-style-type: none"> i. Purchasing Bids ii. Resolution – Employee Promotions

	iii. Resolution – Surplus Property iv. Motion – Home Occupation Permits
Motion:	Councilman Mack moved for the approval of the consent agenda.
Second:	Councilman Holmes
Outcome:	Councilmen Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 2 (i)	Purchasing Bids
Purchasing Bid List item, attached hereto, were presented for approval. 7 items	

Action Item 2 (ii)	Resolution – Employee Promotions
The following employees are recommended for promotion by the City Administrator: WHEREAS, the Mayor and City Council deem such recommendations beneficial, NOW, THEREFORE, BE IT RESOLVED that these promotions be approved as follows:	
<ol style="list-style-type: none"> 1. Luquan Strong, promoted from Utilities Maintenance Worker I (Water), Job Class #917, Grade 8, Utility Department, to Grounds Maintenance Worker II, Job Class #477, Grade 9, Public Works Department, to be effective September 20, 2021. 2. Lamar Wright, promoted from Building Maintenance Worker, Job Class #132, Grade 8, Internal Services Department, to Utilities Maintenance Worker II (Sewer), Job Class #926, Grade 9, Utility Department, to be effective September 20, 2021. 	

Action Item 2 (iii)	Resolution – Surplus Property (WRFD)
A resolution of Mayor and Council of the City of Warner Robins that the value of each individual item on the said Exhibit “A” is more or less, than Five Hundred (\$500.00) Dollars.	

Action Item 2 (iv)	Motion – Home Occupation Permits
The following Home Occupation Permits are recommended for approval by the Planning and Zoning Board:	
<ol style="list-style-type: none"> 1. Amber Freeman – 109 Kettle River Lane – requests permission to operate an online 	

- counseling business as a home occupation.
2. Brenda Johnson – 109 Alex Circle – requests permission to operate a retail business as a home occupation.
 3. Danielle Alford – 441 Feagin Mill Road – requests permission to operate a waste removal service as a home occupation.
 4. Tamika Head – 205 Overlook Drive – requests permission to operate a tutoring business **and** a staffing business as a home occupation.
 5. Tamarco Head – 205 Overlook Drive – requests permission to operate a mobile car audio installation service as a home occupation.
 6. Alonzo Lane – 104 Sonja Drive – requests permission to operate a lawn care service as a home occupation.
 7. Lawanda Okuduwa – 106 Wetherby Court – requests permission to operate a vending machine rental business as a home occupation.
 8. Toshiba Jackson – 203 Memorial Terrace #D – requests permission to operate a cleaning service as a home occupation.
 9. George Lawrence, Jr. – 332 Mike Street – requests permission to operate a lawn care business as a home occupation.
 10. Deshonna Woodard – 86 Santangelo Court – requests permission to operate a retail sales business as a home occupation.
 11. George Lawrence, Jr. – 332 Mike Street – requests permission to operate a lawn care business as a home occupation.
 12. Deshonna Woodard – 86 Santangelo Court – requests permission to operate a retail sales business as a home occupation.
 13. Linda Cleveland – 100 Narcisse Way – requests permission to operate a childcare business as a home occupation.
 14. Jasmine Presley – 118 Chasen Court – requests permission to operate a dryer vent cleaning service as a home occupation.
 15. Tarrence Chatman – 606 Beechwood Drive – requests permission to operate a cleaning and sanitization service as a home occupation.
 16. Patrick West – 104 O'Brien Drive – requests permission to operate a lawn care

- business as a home occupation.
17. Kyrstal Walker – 202 Tortoise Drive – requests permission to operate a tax service as a home occupation.
 18. Pretrice Taylor – 121 Monticello Drive – requests permission to operate a retail business as a home occupation.
 19. Selah Green – 156 Little John Lane – requests permission to operate a retail business as a home occupation.
 20. Paul Travitzky – 610 Bernard Drive – requests permission to operate a digital media/advertising business as a home occupation.
 21. Brandon Josey – 105 Woodridge Court – requests permission to operate a firearm sales business as a home occupation.

Action Item 5	Motion – Rezoning Petition – Brymel Homes/Dunbar Rd., North of Carl Vinson Parkway.
<p>Brymel Homes requests the rezoning Dunbar Road, North of the intersection of Dunbar Road and Carl Vinson Parkway from the zonings of R-1[Single Family Residential] and R-3[General Residential] to the zoning of R-3[General Residential] and C-2[General Commercial].</p>	
Motion:	Councilman Curtis moved for approval
Second:	Councilman Lashley
Outcome:	Councilman Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 6	Motion – Rezoning Petition – Bonaire United Methodist Church/ast side of Hwy 247, South of Sandy Run Road
<p>Bonaire United Methodist Church requests the rezoning of property located on the East side of Hwy 247, South of Sandy Run Road, from the zoning of R-1[Single Family Residential] to the zoning of C-2[General Commercial].</p>	
Motion:	Councilman Lauritsen moved for approval
Second:	Councilman Holmes
Outcome:	Councilman Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 7	Ordinance #32-21 – 2021 Millage Rate
<p>Ordinance #32-21 of the governing authority of the City of Warner Robins.</p> <p>WHEREAS, Section 6.11 of the Warner Robins City Charter provides that the millage rate for City ad valorem taxes be set by adoption of an ordinance of the Mayor and Council.</p> <p>NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Warner Robins that the millage rate for 2021 is set at 9.980 mills and the due date will be December 21, 2021.</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 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.</p>	
Motion:	Councilman Bibb moved for the approval of Ordinance #32-21 and to waive the second reading.
Second:	Councilman Lashley
Outcome:	Councilmen Bibb, Lauritsen, Lashley and Holmes voted for approval. Councilmen Mack and Curtis voted in opposition. Second reading will take place on September 27, 2021.

Action Item 8	Motion – Sewer Connection – 500 Nelson Dr.
Motion:	Councilman Holmes moved for approval
Second:	Councilman Bibb
Outcome:	Councilman Mack, Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Adjournment: 6:29 p.m.

Special Called Meeting: Monday, September 27, 2021

Next Regular Council Meeting: Monday, October 4, 2021

Mandy Stella
City Clerk

CITY OF WARNER ROBINS, GEORGIA

PURCHASING COVERSHEET

SPECIAL CALLED MEETING DATE: September 27, 2021

Written requests have been submitted by the City Departments for the following items. The Purchasing Department recommends the following items be acquired. By approval, Authority is given for supporting contracts to be executed in accordance with applicable provisions of the City Code: (Relevant documents are attached)

BID NUMBER / ITEMS	VENDOR	COST	ACCOUNT NO. / BUDGET	COMMENTS
1) 2021 Postage for Tax Bills Notices	Diversified Companies, LLC Chattanooga, TN	\$11,531.25	1514 52021 / \$22049.98 Remaining TAX ADMINISTRATION – Professional Services	

NO. 32-21
CITY OF WARNER ROBINS
STATE OF GEORGIA

ORDINANCE

WHEREAS, Section 6.11 of the Warner Robins City Charter provides that the millage rate for City ad valorem taxes be set by adoption of an ordinance of the Mayor and Council.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Warner Robins that the millage rate for 2021 is set at 9.980 mills and the due date will be December 21, 2021.

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

The provisions of this ordinance were first read on September 20, 2021 and shall become effective upon adoption on September _____, 2021.

CITY OF WARNER ROBINS, GEORGIA

By: _____
Randy Toms, Mayor

Attest:

Mandy Stella, City Clerk