

City of Warner Robins
Draft Council Agenda
August 5, 2024
Council Chambers
700 Watson Blvd. Warner Robins, GA 31093
Immediately Following Pre-Council Meeting

Opening Prayer Led by – Pastor Darrell Yarbrough; Assembly Church
Pledge of Allegiance by – Firefighter Rafael Abarca; Warner Robins Fire Department

Mayor Calls Meeting to Order

Adoption of the Agenda: Motion –
Second –

Announcements:

- Mayor's Literacy Initiative: Literacy Legends
- Council Meeting in the Community

Proclamations/Awards/Presentations:

- Award – GMA Training Certificate; Artiffany Stanley
- Proclamation – A Tribute to Mrs. Ada Lee

1. Approval of Minutes from the Regular Meeting of July 15, 2024 – Meeting One – **Bibb**
2. Approval of Minutes from the Regular Meeting of July 15, 2024 – Meeting Two – **Holmes**
3. Formal Public Comments Pertaining to Current Agenda Items
4. Consent Agenda – **Curtis**
 - A. Purchasing Bids
 - B. Employee Promotions
5. Ordinance – Mid-State Energy Name Change – **FIRST READING** – **Lauritsen**
6. Ordinance – **Blight Tax** – **Lashley**
7. Ordinance – City Code Section 20-31 Amendment – **Mack**
8. Resolution – Pay Scale Revision – **Bibb**
9. Resolution – Georgia Municipal Employees Benefit System – **Holmes**

Citizen Comments
Council Comments

Executive Session – Personnel

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.

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Mayor's Comments
Adjourn

DRAFT

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Formal Public Comment – Speaker Protocol

The City of Warner Robins has identified this portion of the meeting to allow individuals an opportunity to formally address specific item(s) on the agenda for this meeting. The Mayor will recognize the speaker at the appropriate time and ask him/her to come forward to the podium. During this public comment section, persons shall be permitted to speak for three (3) minutes. When that time period has expired, the mayor shall direct the person speaking to cease. A second request from the mayor to cease speaking shall be cause for the removal of the speaker. Any person making personal, impertinent, profane, or slanderous remarks, or who becomes boisterous while addressing the city council or who otherwise violates any of the above-mentioned rules while attending a council meeting shall be removed from the room at the direction of the mayor, and the person shall be barred from further audience before the council during that meeting. If the mayor fails to act, any member of the council may move to require the mayor to act. If so directed by the mayor or an affirmative vote of the majority of the council, the offending person shall be removed.

Informal Public Comment – City Council Agenda Protocol

The City of Warner Robins believes that any member of the general public should be afforded the opportunity to address the City Council provided that designated rules are followed by the speaker. Any member of the public who wishes to address the City Council and offer public comment may do so during the Informal Public Comment period of the meeting. These rules will govern; if silent, most recent edition of Robert's Rules of Order shall apply. Elected officials shall preserve order and decorum. City officials or employees shall not respond to questions posed during a meeting. Citizens shall conduct themselves with propriety and decorum. Unauthorized remarks from the audience, stamping of the feet, whistles, yells, and similar demonstrations shall not be permitted. Placards, banners, signs, pamphlets, flyers, or political materials shall not be permitted in the council chambers or conference room, general comments will be received. Persons are urged to limit comments to topics relevant to the operations or business of the City. During the public comment sections of a council meeting, persons shall be permitted to speak for three (3) minutes. When that time period has expired, the mayor shall direct the person speaking to cease. A second request from the mayor to cease speaking shall be cause for the removal of the speaker. Any person making personal, impertinent, profane, or slanderous remarks, or who becomes boisterous while addressing the city council or who otherwise violates any of the above-mentioned rules while attending a council meeting shall be removed from the room at the direction of the mayor, and the person shall be barred from further audience before the council during that meeting. If the mayor fails to act, any member of the council may move to require the mayor to act. If so directed by the mayor or an affirmative vote of the majority of the council, the offending person shall be removed.

Placement on the Agenda

Warner Robins requires that any person who wishes to place a subject on the agenda shall advise the City Clerk's Office and the specified subject matter which he or she desires to place on the agenda no later than 12:00 p.m. on the Wednesday prior to the council meeting. Every member of the public will be given an opportunity to be placed on the agenda once every six (6) months. The request can be done in person, regular mail, fax or e-mail. The request should state the name of the individual(s) desiring to be heard and the subject matter to be presented to City Council. Requests may be referred at the discretion of the City Clerk, to appropriate staff for mediation prior to being placed on the public agenda. Please be advised the request to be placed on the agenda does not entitle the speaker to be added to the agenda.

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City of Warner Robins City Council Meeting Minutes

Monday, July 15, 2024 Immediately Following 11:30 AM Pre-Council Meeting Council Chambers

Presiding: Mayor LaRhonda W. Patrick

City Officials Present:

Councilman Kevin Lashley
Councilman Larry Curtis
Councilman Keith Lauritsen

Councilman Charlie Bibb
Councilman Clifford Holmes

City Officials Absent:

Councilman Derek Mack

Regular Meeting of Warner Robins City Council

Call to Order: 12:24 p.m.

Adoption of the Agenda: Councilman Lauritsen moved to adopt the agenda with the amendment adding Agenda Item #7; Resolution – LMIG Specifications and Contract along with having Councilman Bibb read item #6. Councilman Bibb seconded the motion. Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for adoption of the agenda.

Opening Prayer: Pastor Mack McCullough; Word in Season Church

Pledge of Allegiance: Sgt. Shane Mann; Warner Robins Police Department

Announcements:

- Burger Week – September 22 – 28, 2024
- Moment with Mayor – July 30, 2024; N. Houston Rd. Sports Complex

Proclamations/Awards/Presentations:

- Proclamation – Warner Robins Little Theater; Our Town Month
- Awards – Officer, Supervisor, Civilian, and Detective of the Year; WRPD
 - Civilian of the Year: Nina Vandergriff; Criminal Investigations Division
 - Officer of the Year: Kimberly Houck; Patrol & Canine
 - Detective of the Year: Karmen Thompson; Criminal Investigations Division
 - Supervisor of the Year: Sgt. Shane Mann; Patrol & Canine

Action Items:

Action Item 1	Presentation of Minutes from the Regular Meeting of June 17, 2024
The minutes of the Regular Meeting of June 17, 2024 were presented for approval.	
Motion:	Councilman Holmes moved for the approval of the minutes for the regular meeting of Monday, June 17, 2024.
Second:	Councilman Lashley
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Curtis and Holmes voted for approval.

Action Item 2	Formal Public Comments Pertaining to Current Agenda Items
Motion:	N/A
Second:	N/A
Outcome:	N/A

Action Item 3	Consent Agenda
<ul style="list-style-type: none"> A. Purchasing Bids B. Employee Promotions C. Home Occupation Permits 	
Motion:	Councilman Curtis moved for the approval of the consent agenda.
Second:	Councilman Holmes
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 3 (A)	Purchasing Bids
Purchasing Bid List item, attached hereto, were presented for approval. 17 items	

Action Item 3 (B)	Employee Promotions
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The following employees are recommended for promotion by their Department Director, and the Mayor and City Council deem such recommendations beneficial.

- Donte Lanier, promoted from Public Works Maintenance Worker I, Job Class #452, Grade 8, Public Works/Stormwater, to Public Works Maintenance Worker III, Job Class #454, Grade 11, Public Works/Stormwater, to be effective July 22, 2024.
- Kevin Paredes, promoted from Grounds Maintenance Worker I, Job Class #475, Grade 8, Public Works/Stormwater, to Equipment Operator (Street), Job Class #461, Grade 10, Public Works/Stormwater, to be effective July 22, 2024.

Action Item 3 (C)	Home Occupation Permits
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The Planning & Zoning Board recommends approval the following applications as submitted.

1. Jacob Clevenger – 113 Ashford Park. – Balloon Rentals
2. Jason Hartwell – 202 Shawnee Ave. – Construction Service
3. Barbara Velazquez – 101 Burnt Hickory Ct. – Online Service
4. Deborah McIntosh – 903 Haverhill Cir. – Transportation Service
5. Janet Harvey – 106 Cramerton Pl. – Yoga Service
6. Avery Starnes – 316 Terrell St. – Handyman Services
7. Ira Langdale – 114 Forest Hill Dr. – Balloon Artist
8. Ricardo Riley – 80 Satilla Ln. – Trucking
9. Horace Haslem – 119 Eastend Ave. – Vehicle Detailing
10. Daryl Moore – 203 Pine Trace Ln. – Embroidery Service

Action Item 4	Ordinance #21-24 – Deannexation – (309 Nelson Dr.)
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Ordinance #20-24 of the Mayor and Council of the City of Warner Robins, amending a previously adopted ordinance of the city, and for other purposes.

WHEREAS, on May 20, 1996, the Mayor and Council adopted ordinance no. 34-96, annexing into the corporate limits of the City certain property as described in the adopting ordinance; and

WHEREAS, the property owner has requested to be de-annexed and is not connected to

<p>City utilities.</p> <p>NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Warner Robins, Georgia, that ordinance 34-96 be rescinded.</p>	
Motion:	Councilman Lauritsen moved for the approval of Ordinance #20-24 and to waive the second reading.
Second:	Councilman Bibb
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 5	Ordinance # 22-24 – Annexation – Smart8 Properties, LLC.
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Ordinance # 21-24 of the Governing Authority of the City of Warner Robins, Annexing a tract or parcel of land contiguous to the existing corporate limits of the city, and for other purposes.

WHEREAS, a petition has been received from **SMART8 PROPERTIES, LLC**, to annex the property which is more particularly described as follows, to-wit:

All that tract or parcel of land situate, lying and being in Land Lots 229 and 252 of the 10th Land District, Houston County, Georgia, consisting of 2.94 acres as shown on a plat of survey titled, "Retracement Survey Lands of Smart8 Properties, LLC", drawn by SAM Surveying and Mapping, LLC, dated April 24, 2024, also known as Houston County Tax Parcel ID# 001020 014000.

The property is located on the East side of Moody Road North of the intersection of Moody Road and Alton Tucker, Sr., Boulevard, and South of the intersection of Moody Road and Granville Street, Bonaire, Georgia.

WHEREAS, the said land of **SMART8 PROPERTIES, LLC**, may be annexed pursuant to the provisions of the Official Code of Georgia Annotated Section 36-36-20 et seq., said lands being contiguous to the existing corporate limits of the City of Warner Robins and the petitioners being the sole owners of said properties; and

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

<p>NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Warner Robins, Georgia, and it is hereby ordained by authority of the same, that the petition from SMART8 PROPERTIES, LLC, on March 16, 2024, is adopted and approved and said properties are hereby incorporated into the City of Warner Robins, Georgia.</p>	
Motion:	Councilman Lashley moved for the approval of Ordinance # 21-24 and to waive the second reading.
Second:	Councilmen Curtis
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 6	Ordinance #23-24 – Annexation – Hai Tsao/113 N. Amanda Place
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Ordinance # 22-24 of the Governing Authority of the City of Warner Robins, Annexing a tract or parcel of land contiguous to the existing corporate limits of the city, and for other purposes.

WHEREAS, a petition has been received from HAI L. TSAO and ANGELA TSAO, to annex the property which is more particularly described as follows, to-wit:

All that tract or parcel of land situate, lying and being in Land Lot 121 of the 5th Land District, Houston County, Georgia, consisting of 1.07 acres as shown on a plat of survey titled, “Resubdivision of Lots 7, 8, & 9, Block ‘A’”, drawn by Waddle Surveying Co., Inc., dated July 2, 1965, also known as Houston County Tax Parcel ID# 00074E0 079000.

The property is located at 113 N Amanda Place, Warner Robins, Georgia.

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

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

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Warner Robins, Georgia, and it is hereby ordained by authority of the same, that the petition from HAI L. TSAO and ANGELA TSAO, on March 8, 2024, is adopted and approved and said properties are hereby incorporated into the City of Warner Robins, Georgia.

Motion:	Councilman Bibb moved for the approval of Ordinance #22-24 and to waive the second reading.
Second:	Councilman Lauritsen

Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.
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Action Item 7	Resolution – LMIG Specifications and Contract
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A resolution to authorize Mayor LaRhonda W. Patrick to execute the attached Local Maintenance and Improvement Grant (LMIG) 2024 Specifications and Contract Documents, according to the Memorandum of Agreement with the Board of Commissioners of Houston County, the City of Centerville, the City of Perry, and the City of Byron which secures the best price for road improvement projects within the aforesaid jurisdictions as first presented to Mayor and Council and approved on February 5, 2024.

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

Citizen Comments: Mr. Mike Hatcher, Ms. Robin Gosline, Mr. Robert Berringer

Adjournment: 1:01 pm

Next Regular Council Meeting: Monday, July 15, 2024 at 1:00 PM or immediately following the first regularly scheduled council meeting of July 15, 2024.

Mandy Stella
City Clerk



City of Warner Robins City Council Meeting Minutes

Monday, July 15, 2024 1:00 PM or Immediately Following First Council Meeting Council Chambers

Presiding: Mayor LaRhonda W. Patrick

City Officials Present:

Councilman Kevin Lashley
Councilman Larry Curtis
Councilman Keith Lauritsen

Councilman Charlie Bibb
Councilman Clifford Holmes

City Officials Absent:

Councilman Derek Mack

Regular Meeting of Warner Robins City Council

Call to Order: 1:16 p.m.

Adoption of the Agenda: Councilman Lauritsen moved to adopt the agenda with the amendment of having Councilman Bibb read item #6. Councilman Bibb seconded the motion. Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for adoption of the agenda.

Opening Prayer: Pastor Mack McCullough; Word in Season Church

Pledge of Allegiance: Capt. Lee Van Osdol; Warner Robins Police Department

Announcements:

- Burger Week – September 22 – 28, 2024
- Moment with Mayor – July 30, 2024; N. Houston Rd. Sports Complex

Proclamations/Awards/Presentations:

- Awards – Employee Service Awards
 - Officer Robert Greene, WRPD – 5 years
 - Officer Ashley Strom, WRPD – 5 years
 - Sgt. Josh Wilcox, WRPD – 20 years
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Action Items:

Action Item 1	Formal Public Comments Pertaining to Current Agenda Items
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Motion:	N/A
Second:	N/A
Outcome:	N/A

Action Item 2	Resolution – CHIP Grant Agreement and General Conditions
Resolution of the Mayor and Council of the City of Warner Robins to authorize Mayor LaRhonda W. Patrick to execute CHIP Grant Agreement along with General Conditions.	
Motion:	Councilman Holmes moved for the approval.
Second:	Councilman Lashley
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 3	Resolution – JDA Appointment	
Resolution of the Mayor and Council of the City of Warner Robins, acting pursuant to O.C.G.A. § 36-62-5.1, appointing one (1) individual who is currently appointed to The Warner Robins Development Authority d/b/a Engage Warner Robins by the Mayor and Council of the City of Warner Robins and elected as Officers of The Warner Robins Development Authority d/b/a Engage Warner Robins, to the Joint Development Authority of Peach County and the City of Warner Robins to act on behalf of the City of Warner Robins:		
Name	Effective Date of Appointment	Term to Expire
Craig Gordon	July 15, 2024	July 16, 2026
Motion:	Councilman Curtis moved for the approval.	
Second:	Councilman Holmes	
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.	

Action Item 4	Resolution – Purchase and Sale Agreement; 102 N. Davis Dr.
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Resolution of the Mayor and Council of the City of Warner Robins that Mayor LaRhonda W. Patrick is authorized to execute a purchase and sales agreement with Luis Alejandro Rodriguez on 102 N. Davis Dr.	
Motion:	Councilman Lauritsen moved for the approval.
Second:	Councilmen Bibb
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 5	Resolution – Nichols, Cauley and Associates
Resolution to authorize Mayor LaRhonda W. Patrick to execute the attached engagement letter with Nichols, Cauley & Associates, LLC, for an audit of the Fiscal Year ending June 30, 2024.	
Motion:	Councilman Lashley moved for the approval.
Second:	Councilman Holmes
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 6	Resolution – Credit Card Policy
A resolution of the Mayor and Council of the City of Warner Robins hereby adopt the attached Credit Card Policy as provided by Synovus Bank. Attached to these minutes	
Motion:	Councilman Bibb moved for the approval.
Second:	Councilman Lauritsen
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 7	Resolution – Synovus Purchasing Application
A resolution of the Mayor and Council of the City of Warner Robins authorize Mayor LaRhonda W. Patrick to execute the Synovus Treasury Management Visa Purchasing Credit Card Application with a limit of \$55,000.	

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

Action Item 8	Resolution – Synovus Authorized Signer
A resolution of the Mayor and Council to authorize Lydia Humphey; Interim Assistant Finance Director as a signer for Synovus Bank.	
Motion:	Councilman Holmes moved for the approval.
Second:	Councilman Lashley
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 9	Resolution – New National Opioids Settlement
A resolution of the Mayor and Council to authorize the City Attorney’s Office to register for participation in the New National Opioids Settlement.	
Motion:	Councilman Curtis moved for the approval.
Second:	Councilman Holmes
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Action Item 10	Resolution – MSI Benefits Group, Inc.
A resolution of the Mayor and Council to authorize authorize Mayor LaRhonda Patrick and City Clerk Mandy Stella to execute an agreement with MSI Benefits Group, Inc. for a period of one year from signing of such agreement.	
Motion:	Councilman Lauritsen moved for the approval.
Second:	Councilman Bibb

Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.
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Action Item 11	Ordinance #24-24 – City of Warner Robins Classification Plan Update
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Ordinance #23-24 of the Governing Authority of the City of Warner Robins that the City Classification Plan is amended as follows:

-1-

Reactivate the position of Purchasing Agent, Job Class # 196, Grade 21, authorized strength of 1, General Administration Department.

-2-

Deactivate the position of Procurement Manager, Job Class # 192, Grade 21, authorized strength of 1, General Administration Department.

-3-

Reactivate the position of Assistant Purchasing Agent, Job Class # 194, Grade 17, authorized strength of 1, General Administration Department and reclassify it to Assistant Purchasing Agent, Job Class # 194, Grade 15, authorized strength of 1, General Administration Department.

-4-

Deactivate the position of Assistant Procurement Manager, Job Class # 193, Grade 15, authorized strength of 1, General Administration Department. Move the employee currently in the position into the Assistant Purchasing Agent position.

BE IT FURTHER ORDAINED that the City's Finance department is hereby authorized to transfer funds between departments and between line items within a department in the Fiscal Year 2025 budget, as necessary to facilitate the changes to the City's classification plan enumerated in this ordinance.

Motion:	Councilman Lashley moved for the approval of Ordinance #23-24 and to waive the second reading.
Second:	Councilman Curtis
Outcome:	Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval.

Citizen Comments: N/A

Executive Session — Mayor Patrick requested a motion to enter into an executive session for Real Estate. Councilman Curtis motioned for Executive Session for Real Estate. Councilman Holmes seconded the motion for Real Estate. Councilmen Bibb, Lauritsen, Lashley, Holmes and Curtis voted for approval of the executive session. The regular council meeting was suspended at 1:33 pm, and the governing body convened into executive session at 1:37 pm; the executive session ended at 2:15 pm. The City Clerk is in possession of the executive session minutes.

Mayor Patrick requested a motion to reconvene the meeting at 2:17 pm. Councilman Lauritsen motioned for the request. Councilman Bibb seconded. Councilmen Mack, Bibb, Lauritsen, Holmes and Curtis voted for approval.

Adjournment: 2:25 pm

Next Regular Council Meeting: Monday, August 5, 2024

Mandy Stella
City Clerk

City of Warner Robins

Credit Card Policy

A. Overview.

The Georgia General Assembly has established guidelines which provide that no municipal corporation shall issue government purchasing or credit cards to Elected Officials on or after January 1, 2016, unless the governing authority of the municipal corporation, by lawful vote, has authorized the issuance of such cards and promulgated certain policies regarding usage by Elected Officials. The purpose of this policy is to establish requirements and standards for use of purchasing cards or credit cards (which terms may be used interchangeably throughout this policy) by Elected Officials.

B. Scope

As required by state law, the credit card policy of the City of Warner Robins applies to the use of government credit cards by Elected Officials. The Mayor is hereby authorized by the governing authority of the City to use a government credit card, pursuant to applicable state law and any and all restrictions contained herein. This policy is passed in recognition that, in practice, with the exception of the office of Mayor, city credit cards are not "issued" in the name of individuals. However, from time to time in furtherance of official city business, Council Members may "use" a credit card account of the City.

C. Transaction Limits

Except with express approval by the governing authority, the transactional limit on use of government credit cards as herein authorized shall be \$2,500.00 per month.

D. Purchasing Restrictions

1. The City's mayor may use government credit cards to purchase goods and/or services not prohibited by this policy or state law. Such purchases include, but are not limited to:
 - a. Purchases of items for official city use which fall within the transactional restrictions of this policy.
 - b. Purchase of lodging, fuel, food, non-alcoholic beverages, or education and training materials while on city business.
2. The Mayor may not use a government credit card for the following:
 - a. Any purchases of items for personal use.
 - b. Cash refunds or advances.
 - c. Any transaction amount greater than the transaction limits set for by this policy.

- d. Items specifically restricted by this policy, unless a special exemption is granted by the governing authority.
- e. Purchases or transactions made with the intent to circumvent the city purchasing policy, transactional limits, or state law.

E. Administrator

The City designates the City's Chief Financial Officer as the program administrator of government credit cards as allowed through this policy. Such administrator shall serve as a liaison between the City's cardholders, users and the issuers of such cards, and provide instruction, training, and assistance to cardholders.

F. Accounting and Auditing

The Administrator will conduct, at minimum, monthly reviews and audits of all government credit card transactions, and shall notify cardholders or users of any violations or questions for the period under review.

G. Violations

The use of a government credit card may be suspended or revoked by the governing authority upon violation by the cardholder or user of this policy or state law regarding card usage.

H. Agreement

Issuance or usage of a government credit card shall be contingent upon the Mayor executing a copy of this policy, and accepting its terms, in which event this policy shall constitute an agreement between the City and the Mayor as required by Georgia law.

I. Authorized Users

- A. Authorized Users may be issued a Purchasing Card, as determined by the City Administrator and the Director of Finance. Credit limits can be temporarily adjusted via the internet by the Director of Finance, Assistant Director, Principal Accountant or Accountant, should the need arise.
- B. The following is a list of the each of the positions held by Authorized Users with an individual credit limit of five thousand dollars (\$5,000):
 1. Mayor
 2. Police Chief
 3. CDBG
- C. The following is a list of the each of the positions held by Authorized Users with an individual credit limit of three thousand dollars (\$3,000):
 1. City Administrator
 2. Operations Manager

- D. The following is a list of the each of the positions held by Authorized Users with an individual credit limit of two thousand five hundred dollars (\$2,500):
1. All Department Directors
 2. Assistant Department Directors
 3. City Attorney
 4. City Clerk
 5. Administrative Assistant (PD)
 6. Police Sergeant
- E. The following is a list of the each of the positions held by Authorized Users with an individual credit limit of two thousand dollars (\$2,000):
1. Administrative Secretaries (Police Department)
- F. The following is a list of the each of the positions held by Authorized Users with an individual credit limit of one thousand five hundred dollars (\$1,500):
1. Executive Assistant (Mayor)
- G. The following is a list of the each of the positions held by Authorized Users with an individual credit limit of one thousand two hundred dollars (\$1,200):
1. Administrative Assistant (Fire)
- H. The following is a list of each of the positions held by Authorized Users with an individual credit limit of one thousand dollars (\$1,000):
1. Animal Control Supervisor
 2. Programs Administrator (Rec)
- I. The following is a list of each of the positions held by Authorized Users with an individual credit limit of five hundred dollars (\$500):
1. Keep Warner Robins Beautiful Manager
 2. Golf Course Grounds Supervisor
 3. Administrative Assistant (Rec)
 4. Projects Coordinator (CVB)
 5. Athletics Program Coordinator
 6. Senior Citizen Program Specialist
- J. The Procurement Manager and/or Assistant Procurement manager is an Authorized User. These position(s) have a total credit limit of thirty-two thousand dollars (\$32,000), and their limit will be adjusted via the internet should the need arise.
- K. All other City employees, not listed above, will be authorized users. The credit limit for these employees will be zero (\$0.00) and will be adjusted via the internet by the Director of Finance, Assistant Director, Principal Accountant or Accountant, should the need arise.

LaRhonda W. Patrick, Mayor

Date: _____

CITY OF WARNER ROBINS, GEORGIA

PURCHASING COVERSHEET

MEETING DATE: Monday, August 05, 2024

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) Castle D5000-PT Diesel Fork Lift Bid No.: PW-4598	ADA Supplies, Inc. Bonaire, GA	\$35,375.00	3522-54123 / 2018 SPLOST	Submitted by Craig Clifton
2) Kroger & Bonaire Sewer Upgrade Project	Wilkinson Oconee, LLC Lawrenceville, GA	\$451,200.00	PUBLIC WORKS – Fleet Equipment 4330-54063	Submitted by Montie Walters
3) Parkway Memorial Gardens Gravity Sewer Easement Remediation	GWES, LLC Perry, GA	\$51,200.00	UTILITIES / Sewer - New Projects 4330-52021 / \$173,564.64 Remaining	Wetland Mitigation Credits Submitted by Montie Walters
4) FY2025 Middle GA Regional Commission Dues	Middle Ga Regional Commission Macon, GA	\$109,898.10	UTILITIES / Sewer – Professional Service 1595-52351 / \$199,923.00 Remaining GENERAL GOVERNMENT / Dues & Memberships	Submitted by Mandy Stella
5) Replace Control Board for Multistack Chiller Compressor #2	Hays Service Macon, GA	\$10,672.00	1565-52140 / \$130,279.02 Remaining GENERAL ADMINISTRATION / Building Maintenance	Submitted by Chris Rooks

CITY OF WARNER ROBINS, GEORGIA

BID NUMBER / ITEMS	VENDOR	COST	ACCOUNT NO. / BUDGET	COMMENTS
6) Peavy Park Pavilion Renovation Bid No.: R-4579	SDAC, Inc Selma, AL	\$69,995.00 See Attachment # 4	3536-54130 / 2018 SPLOST RECREATION / Pavilion at Peavy Park	Submitted by Jarred Reneau
7) 8" Ultrasonic Master Water Meters Bid No.: U-4599	Consolidated Pipe & Supply Birmingham, AL	\$54,800.00 See Attachment # 5	53-4440-54063 / \$163,430.00 Remaining UTILITIES / Water – New Projects	Submitted by Montie Walters
8) Tree Removal & Stump Grinding at various locations throughout the City Bid No.: CED-4593	Dalton Landscapes Washburn, TN	\$12,425.00 See Attachment # 6	7500-52119 / \$98,650.00 Remaining COMMUNITY & ECONOMIC DEVELOPMENT / KWRB – TAG Grant	Submitted by Kate Hogan
9) AMENDMENT 4 - Professional & Technical Engineering Services for the Bonaire & Kroger Gravity Trunk Main Upgrades	Ardurra Group, Inc. Tampa, FL PROFESSIONAL SERVICES	\$246,000.00 See Attachment # 7 – 7c	2020S-54063 / 2020 Bonds Fund UTILITIES / Sewer – New Projects	Submitted by Montie Walters Task Order 21 Amendment to add Easement Acquisition Services. Originally approved to Constantine Engineering at Council Meeting February 18, 2020.
10) ¾ inch DI Meterboxes w/ lids	Dublin Winwater Dublin, GA	\$11,165.00 See Attachment # 8	53-10862 CENTRAL RECEIVING	Submitted by Lucy Cabello

CITY OF WARNER ROBINS
STATE OF GEORGIA

RESOLUTION

WHEREAS, the following employee is recommended for promotion by his respective Department Director,

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

NOW, THEREFORE, BE IT RESOLVED that this promotion be approved as follows:

-1-

Williams Lamb, promoted from Grounds Maintenance Worker I, Job Class #475, Grade 08, Public Works/Stormwater, to Grounds Maintenance Worker II, Job Class #477, Grade 09, Public Works/Stormwater, to be effective August 5, 2024.

This _____ day of _____, 2024

By: _____
LaRhonda W. Patrick, Mayor

ATTEST:

Mandy Stella, City Clerk

NO. _____
 CITY OF WARNER ROBINS
 COUNTY OF HOUSTON
 STATE OF GEORGIA

O R D I N A N C E

AN ORDINANCE TO AMEND THE CHARTER OF THE CITY OF WARNER ROBINS BY STRIKING LANGUAGE IN ARTICLE II, DIVISION 2, SECTION 24-44 OF THE CHARTER IN ORDER TO RECOGNIZE THE CREATION BY THE STATE OF GEORGIA OF THE MID-STATE ENERGY AUTHORITY AS THE REPLACEMENT FOR JONG AND THE MID-STATE ENERGY COMMISSION; TO SUBSTITUTE IN THE CHARTER A PROVISION IN WHICH THE CITY AUTHORIZES AND APPROVES THE TRANSFER TO THE MID-STATE ENERGY AUTHORITY OF ALL ASSETS, CONTRACTS, EMPLOYEES, INTERESTS, LIABILITIES, AND PROPERTY OF JONG AND THE MID-STATE ENERGY COMMISSION; TO RATIFY AND CONFIRM ALL TRANSFERRED CONTRACTS, AGREEMENTS, LIABILITIES, AND OBLIGATIONS BETWEEN THE CITY OF WARNER ROBINS AND JONG OR THE MID-STATE ENERGY COMMISSION; TO REPEAL ALL CHARTER PROVISIONS, OTHER ACTS AND ORDINANCES IN CONFLICT HERewith; AND FOR OTHER PURPOSES.

WHEREAS, the City of WARNER ROBINS, Georgia, a municipal corporation of the State of Georgia (the “City”), operates pursuant to the Constitution and laws of the State of Georgia and its Charter, approved July 29, 2020, as amended; and

WHEREAS, the Legislature of the State of Georgia has passed and the Governor of the State of Georgia has executed an Act creating the Mid-State Energy Authority, which is intended to replace the Jointly Owned Natural Gas and the Mid-State Energy Commission;

WHEREAS, the City has now determined pursuant to its home rule powers granted pursuant to Article IX, Section II, Paragraph II of the Constitution of the State of Georgia and O.C.G.A. Section 36-35-1 through 36-35-7 that it is necessary to strike language currently in the City’s Charter and substitute language relating to the Mid-State Energy Authority; and

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

Section 1. The Charter of the City of Warner Robins, Georgia is hereby amended by striking the language currently in Section 24-44 and substituting the following:

“Title. This may be cited as “Mid-State Energy Authority.”

Section 24-44. The Mid-State Energy Authority (the “Authority”) has been created by the State of Georgia pursuant to the Mid-State Energy Authority Act. The Authority is intended to replace the Jointly Owned Natural Gas (“JONG”) and the Mid-State Energy Commission (“MSEC”) (referred to collectively as the “Commission”). The City hereby authorizes and approves the

conveyance and transfer of all assets, contracts, employees, interests, liabilities, and real or personal property of the Commission to the Authority, whether originating or held through JONG or MSEC, and further reaffirms and ratifies all transferred contracts, agreements, liabilities, and obligations between the City and the Authority as such existed with JONG or MSEC.

Section 2. All portions of the Charter or amendments thereto and all ordinances or resolutions in conflict with this ordinance and the Charter revisions made herein be and the same are hereby repealed.

Section 3. If any part of this ordinance shall be declared void, it is the intent and the purpose hereof that all other provisions not so declared void shall remain in full force and effect.

Section 4. The Clerk of the City is hereby authorized and directed to cause a notice, a copy of which is attached hereto as Exhibit "A" and hereby incorporated by reference, to be published in the *Houston Home Journal*, the official newspaper in which Sheriff's advertisements are published in Houston County, in which the City is located, once a week for three weeks within a period of sixty days immediately preceding the day of the final adoption of this ordinance. The Clerk of the City is also hereby authorized and directed to cause the publisher of the *Houston Home Journal* to execute an affidavit of such publication.

This ordinance was introduced and read at a lawful meeting of the Council of the City of Warner Robins held on _____, 2024 and read the second time, passed, and adopted in like meeting held on _____, 2024.

CITY OF WARNER ROBINS, GEORGIA

[SEAL]

Attest:

LaRhonda Patrick, Mayor

Mandy Stella, City Clerk

Exhibit "A"

NOTICE OF INTENTION TO AMEND CHARTER OF
THE CITY OF WARNER ROBINS, GEORGIA
BY ORDINANCE PURSUANT TO THE PROVISIONS OF THAT ACT
OF THE GENERAL ASSEMBLY KNOWN AS
"THE MUNICIPAL HOME RULE ACT OF 1965"

CITY OF WARNER ROBINS, GEORGIA
HOUSTON COUNTY

Notice is hereby given that an ordinance will be introduced on _____, 2024 and read for final adoption on the _____ day of _____, 2024, to amend the Charter of the City of Warner Robins, Georgia, to authorize and approve the transfer of all assets, contracts, employees, interests, liabilities, and property of JONG and the Mid-State Energy Commission to the Mid-State Energy Authority, and to affirm and ratify all transferred contracts, agreements, liabilities, and obligations between the City of Warner Robins, Georgia and JONG or the Mid-State Energy Commission.

A copy of this proposed amendment to the Charter of the City of Warner Robins, Georgia is on file in the office of the Clerk of the City of Warner Robins, and is on file in the office of the Clerk of the Superior Court of Houston and Peach Counties, Georgia, for the purpose of examination and inspection by the public, all as required by law.

This ___ day of _____, 2024.

Mandy Stella, City Clerk

Filed in the Office of the Secretary of State _____, 2024.

CLERK’S CERTIFICATE

NOW COMES the undersigned Clerk of the City of Warner Robins, Georgia (the “City”), keeper of the records and seal thereof, and certifies that the foregoing pages of typewritten matter constitute a true and correct copy of an Ordinance duly adopted by the City in a public meeting properly and lawfully assembled on _____, 2024, in compliance with Official Code of Georgia Annotated Section 50-14-1, which meeting was open to the public and at which a quorum was present and acting throughout, the original of which Ordinance has been entered in the official records of the City and is in my official possession, custody and control and that such Ordinance is in full force and effect as of the date herein below set forth.

This ___ day of _____, 2024.

[SEAL]

Mandy Stella, City Clerk

DRAFT

No. _____
CITY OF WARNER ROBINS
STATE OF GEORGIA

O R D I N A N C E

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WARNER ROBINS, GEORGIA, AMENDING CHAPTER 16, NUISANCES, OF THE CITY CODE REGARDING THE IMPOSITION OF A BLIGHT TAX.

WHEREAS, the Mayor's Office has recommended an addition to Chapter 16, Nuisances, regarding the imposition of a blight tax, and the mayor and city council deem such addition to be in the best interest of the City.

IT IS HEREBY ORDAINED, by the governing authority of the City of Warner Robins that the following addition shall be made to Chapter 16:

-1-

Sec. 16-6. Purpose.

- (a) *Purpose.* The City of Warner Robins recognizes the existence of real property that is maintained in a blighted condition. Such properties increase the need for governmental services, including, but not limited to, social services, public safety services, and code enforcement services. The City of Warner Robins finds the rehabilitation of blighted properties decreases the need for such government services and the costs to the city's taxpayers.

In furtherance of the city's objective to eradicate conditions of slum and blight within the city, the mayor and council, in the exercise of the powers granted to municipal corporations in Chapter 61, Urban Redevelopment, of Title 36 of the Official Code of Georgia Annotated, has designated and continues to designate those areas of the city where conditions of slum and blight are found or are likely to spread.

In recognition of the need for enhanced governmental services and in order to encourage private property owners to maintain their real property and the buildings, structures and improvement thereon in good condition and repair, and as an incentive to encourage community redevelopment, a community redevelopment tax incentive program is hereby established as authorized by

Article IX, Section II, Paragraph VII(d) of the 1983 Constitution of the State of Georgia.

(b) *Definitions*. The following terms, when used in this section, shall have the meaning set out below:

(1) *Blighted property, blighted, or blight* means any urbanized or developed property that:

a. Presents two (2) or more of the following conditions:

1. Uninhabitable, unsafe, or abandoned structures;
2. Inadequate provisions for ventilation, light, air, or sanitation;
3. An imminent harm to life or other property caused by fire, flood, hurricane, tornado, earthquake, storm, or other natural catastrophe that the Governor has declared a state of emergency under the state law or has certified the need for disaster assistance under federal law; provided, however, this division shall not apply to the property unless the relevant public agency has given notice in writing to the property owner regarding specific harm caused by the property and the owner has failed to take reasonable measures to remedy the harm;
4. A site identified by the Federal Environmental Protection Agency as a superfund site pursuant to 42 USC 9601, et. seq. or environmental contamination to the extent that requires remedial investigation or a feasibility study;
5. Repeated illegal activity on the individual property of which the property owner knew or should have known; or
6. The maintenance of the property is below state, county, or municipal codes for at least one (1) year after written notice of the code violation to its owner; and

b. Is conducive to ill health, transmission of disease, infant mortality or crime in the immediate proximity of the property;

c. Notwithstanding the foregoing, no property shall be deemed blighted solely because of aesthetic conditions.

(2) *Building inspector* means a certified inspector possessing the requisite qualifications to determine minimal code compliance.

(3) *Community redevelopment* means any activity, project, or service necessary or incidental to achieving the redevelopment or revitalization of a

redevelopment area or portion thereof designated for redevelopment through an urban redevelopment plan or through local ordinances relating to the repair, closing, and demolition of building and structures unfit for human habitation.

- (4) *Governing authority* means the mayor and council of the City of Warner Robins, a Georgia Municipal Corporation.
- (5) *Millage* or *millage rate* means the levy, in mills, that is established by the governing authority for purposes of financing, in whole or in part, the levying jurisdiction's general fund expenses for the fiscal year.
- (6) *Person* means such individual(s), partnership, corporations, business entities and associations which return real property for ad valorem taxation or who are chargeable by law for the taxes on the property.
- (7) *Public officer* means the city administrator or such officer or employee of the city as designated by the city administrator to perform the duties and responsibilities hereafter set forth in this article.

Sec. 16-7. Ad valorem tax increase on blighted property.

- (a) There is hereby levied on all real property within the city which has been officially identified as maintained in a blighted condition an increased ad valorem tax by applying a factor of ten (10.0) to the millage rate applied to the property, so that such property shall be taxed at a higher millage rate than that generally applied in the municipality, or otherwise provided by general law; provided, however, real property on which there is situated a dwelling house which is being occupied as the primary residence of one (1) or more persons shall not be subject to official identification as maintained in a blighted condition and shall not be subject to increased taxation.
- (b) Subject to the time limitations provided in section 16-9(f), such increased ad valorem tax shall be applied and reflected in the first tax bill rendered following official designation of a real property as blighted and shall be due and payable as taxes are due and payable to the City of Warner Robins.
- (c) Revenues arising from the increased rate of ad valorem taxation shall be placed in the general fund of the City of Warner Robins.

Sec. 16-8. Identification of blighted property.

- (a) In order for a parcel of real property to be officially designated as maintained in a blighted condition and subject to increased taxation, the following steps must be completed:

- (1) A request may be made by a public officer or by at least five (5) residents of the city charging that the building, structure, or property meets the criteria described in section 16-6(b)(1).
 - (2) An investigation or inspection by a public officer and determination that the property in question meets the criteria described in section 16-6(b)(1).
 - (3) A written inspection report of the findings for any parcel of property inspected pursuant to subsection (1) and (2) above shall be prepared and submitted to the public officer. Where feasible, photographs of the conditions found to exist on the property on the date of the inspection shall be made and supplement the inspection report. Where compliance with minimum construction, housing, occupancy, fire and life safety codes in effect within the city are in question, the inspection shall be conducted by a certified inspector possessing the requisite qualifications to determine minimal code compliance.
 - (4) Following completion of the inspection report, the public officer shall make a determination, in writing, that a property is maintained in a blighted condition, as defined by this article, and is subject to increased taxation as provided herein.
 - (5) The public officer shall cause a written notice of his determination that the real property at issue is being maintained in a blighted condition to be served upon the person(s) shown on the most recent tax digest of Houston County as responsible for payment of ad valorem taxes assessed thereon; provided, however, where through the existence of reasonable diligence it becomes known to the public officer that the real property in question has been sold or conveyed since publication of the most recent tax digest, written notice shall be given to the person(s) known or reasonably believed to then own the property or be chargeable with the payment of ad valorem taxes thereon, at the best address available. Service in the manner set forth at O.C.G.A. § 41-2-12 shall constitute sufficient notice to the property's owner or person chargeable with the payment of ad valorem taxes for purpose of this section, except that posting of the notice on the property will not be required.
- (b) The written notice given to the person(s) chargeable with the payment of ad valorem taxes shall notify such person(s) of the public officer's determination the real property is being maintained in a blighted condition and shall advise such person of the hours and location at which the person may inspect and copy the public officer's determination and any supporting documentation. Persons notified that real property of which the person(s) is chargeable with the payment of ad valorem taxes shall have thirty (30) days from the receipt of notice in

which to request a hearing before the city's municipal court. A written request for a hearing shall be filed with the public officer and shall be date stamped upon receipt. Upon receipt of a request for a hearing, the public officer shall notify the municipal court and the building inspector or person who performed the inspection and prepared the inspection report. In the event a hearing is not requested within thirty (30) days as provided herein, the blighted property shall become subject to the increased taxation provided for herein. The public officer shall give written notice to the city clerk of such failure to request a hearing within the time limit.

- (c) Within thirty (30) days of the receipt of a request for a hearing, the municipal court clerk shall set a date, time and location for the hearing and shall give at least ten (10) business days' notice to the person(s) requesting the hearing, the public officer, and the building inspector or person who performed the inspection and prepared the inspection report. Notice of scheduled hearings shall be published as a legal advertisement in the legal organ of Houston County, at least five (5) days prior to the hearing. Hearings may be continued by the municipal court judge upon request of any party, for good cause.
- (d) At the hearing, the public officer shall have the burden of demonstrating by a preponderance of the evidence that the subject property is maintained in a blighted condition, as defined by this article. The municipal court judge shall cause a record of the evidence submitted at the hearing to be maintained. Upon hearing from the public officer and/or their witnesses and the persons(s) requesting the hearing and/or their witnesses, the judge of the municipal court shall make a determination either affirming or reversing the determination of the public officer. The determination shall be in writing and copies thereof shall be served on the parties by certified mail or statutory overnight delivery. The determination by the municipal court judge shall be deemed final. A copy of such determination shall also be served upon the city clerk.
- (e) Persons aggrieved by the determination of the municipal court affirming the determination of the public officer may petition the Superior Court of Houston County for a writ of certiorari within thirty (30) days of the issuance and filing of the court's written determination.
- (f) Any property determined to be blighted, either by the expiration of thirty (30) days from the date of receipt of notice by the property owner from the public officer or by order of the court, on or after August 1st shall not be subject to the increased taxation provided herein until the following taxable year.

Sec. 16-9. Remediation or redevelopment.

- (a) A property owner or person(s) who is chargeable with the payment of ad valorem taxes on real property which has been officially designated pursuant to this article as property maintained in a blighted condition may petition the public officer to lift the designation, upon proof of compliance with the following:
- (1) Completion of work required under a plan of remedial action or redevelopment approved by the city administrator, or his designee, which addresses the conditions of blight found to exist on or within the property, including compliance with all applicable minimum codes; or
 - (2) Completion of work required under a court order entered in a proceeding brought pursuant to Chapter 16, "Nuisances", of the Code of Ordinances for the City of Warner Robins, Georgia.
- (b) Before action on a petition to lift the designation, the public officer shall cause the property to be thoroughly inspected by a building inspector who, by written inspection report, shall certify that all requisite work has been performed to applicable code in a workmanlike manner, in accordance with the specifications of the plan of remedial action or redevelopment, or applicable court order. Upon finding required work to be satisfactorily performed, the public officer shall issue a written determination that the real property is no longer maintained in a blighted condition. Copies of this determination shall be served upon the person(s) chargeable with the payment of ad valorem taxes, and upon the city clerk of the City of Warner Robins.
- (c) All plans for remedial action or redevelopment shall be in writing, signed by the person(s) chargeable with the payment of ad valorem taxes on the real property and the chief building inspector, and contain the following:
- (1) The plan shall be consistent with the city's comprehensive plan and all laws and ordinances governing the subject property, and shall conform to any urban redevelopment plan adopted for the area within which the property lies;
 - (2) The plan shall set forth in reasonable detail the requirements for repair, closure, demolition, or restoration of existing structures, in accordance with minimal statewide codes; where structures are demolished, the plan shall include provisions for debris removal, stabilization and landscaping of the property;
 - (3) On parcels of five (5) acres or greater, the plan shall address the relationship to local objectives respecting land uses, improved traffic, public

- transportation, public utilities, recreational and community facilities, and other public improvements;
- (4) The plan shall contain verifiable funding sources which will be used to complete its requirements and show the feasibility thereof;
 - (5) The plan shall contain a timetable for completion of required work; and
 - (6) Any outstanding ad valorem taxes (state, school, county and city, including the increased tax pursuant to this article) and governmental liens due and payable on the property must be satisfied in full.
- (d) (1) Any written determination by the public officer that the property is no longer maintained in a blighted condition which is dated on or before the due date of the property tax bill for the property in question shall relieve the property owner of the increased taxation rate for that bill. Any written determination by the public officer that the property is no longer maintained in a blighted condition which is dated after the due date of the property tax bill for the property in question shall not relieve the property owner of the increased taxation rate for that bill.
- (2) If a property owner is dissatisfied with the determination made by the public officer that the property continues to remain in a blighted condition, the property owner may petition the Municipal Court of the City of Warner Robins for a hearing regarding the same. The petition must identify the property in question, the name of the property owner, the individual bringing the petition on behalf of the property owner, if any, and a certification that the property is no longer being maintained in a blighted condition as defined herein. The petition must be verified by the petitioner and submitted to the Municipal Court Clerk along with a fifty dollar (\$50.00) filing fee. The Municipal Court shall cause a hearing to be scheduled and notice served on the petitioner, public officer, and the city attorney of the date of the hearing, which is to be scheduled within sixty (60) days of the date the petition is filed. Said hearing may be continued by the municipal court judge for good cause shown. During the pendency of any petition as provided in this subsection (d)(2), the increased taxation amount shall not be subject to any late fees or penalties, however, all regular ad valorem taxes due the City of Warner Robins (the base amount) shall be paid timely according to the tax notice and subject to late fees and penalties. The municipal court judge shall issue an order, after holding a hearing, with the Judge's determination as to whether the property is being maintained in a blighted condition, by a preponderance of the evidence. The order shall be served on the petitioner, public officer, city attorney, and city clerk. If the

municipal court judge determines the property is no longer being maintained in a blighted condition, the property shall not be subject to the increased taxation as required herein. If the municipal court judge determines the property continues to be maintained in a blighted condition, the increased tax amount shall be due and payable within thirty (30) days of the filing of the order with such determination.

Sec. 16-10. Decrease of tax rate.

- (a) Real property which has had its designation as maintained in a blighted condition removed by the public officer, as provided in section 16-8, "Identification of blighted property," of this article, shall be eligible for a decrease in the rate of city ad valorem taxation by applying a factor of 0.5 to the city millage rate applied to the property, so that such property shall be taxed at a lower millage rate than the millage rate generally applied in the municipality or otherwise provided by general law; such decreased rate of taxation shall be applied beginning with the next tax bill rendered following removal of official designation of a real property as blighted. The decreased rate of taxation may be given in successive years, depending on the amount of cost expended by the person(s) chargeable with payment of ad valorem taxes on the property to satisfy its remediation or redevelopment, with every twenty-five thousand dollars (\$25,000.00) or portion thereof equaling one (1) year of tax reduction; provided, however, that no property shall be entitled to reduction in city ad valorem taxes for more than four (4) successive years.
- (b) In order to claim entitlement for a decreased rate of taxation, the person(s) chargeable with payment of ad valorem taxes on the property shall submit a notarized affidavit to the public officer, supported by receipts or other evidence of payment, of the amount expended.

Sec. 21-105. Notice to city clerk.

It shall be the duty of the public officer to notify the city clerk of the City of Warner Robins in writing as to designation or removal of designation of a specific property as maintained in a blighted condition. Such notice shall identify the specific property by street address and tax map, block and parcel number, as assigned by the Houston County Tax Assessor's Office. The public officer shall cooperate with the city clerk to assure accurate tax billing of those properties subject to increased ad valorem taxation under this article.

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 _____,
2024, and shall become effective upon adoption on
_____, 2024.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk

No. _____
CITY OF WARNER ROBINS
STATE OF GEORGIA

ORDINANCE

AN ORDINANCE OF THE GOVERNING AUTHORITY OF THE CITY OF WARNER ROBINS, GEORGIA, AMENDING ARTICLE II OF THE CITY CODE REGARDING THE POLICE DEPARTMENT.

WHEREAS, Human Resources has recommended an amendment to Article II City Code Section 20-31 regarding Hiring of P.O.S.T. certified law enforcement officers, and the mayor and city council deem such amendment to be in the best interest of the City.

IT IS HEREBY ORDAINED, by the governing authority of the City of Warner Robins as follows:

-1-

Sec. 20-31-Hiring of P.O.S.T. certified law enforcement officers.

(a) Purpose. The purpose of this section is to provide a mechanism for the hiring of law enforcement officers who have been certified by the Georgia P.O.S.T. program or other comparable state agencies.

(b) Applicant definitions.

(1) Assessment center means a testing procedure conducted by the city for the assessment of an applicant’s ability to serve as a police officer.

(2) Law enforcement officer means an officer as recognized by Georgia P.O.S.T. rules as of January 1, 2022 and has passed the required Classroom or Online Instruction in the areas of Georgia Criminal Law-16 hours, Legal Updates, Use of Force, De-escalation, Community Oriented Policing, Skills Demonstration with GA POST Certified Firearms Instructor and has passed the Georgia’s Standard Qualification Course for Firearms Requalification.

(3) Types of officers who may be eligible for the EOT process with Georgia P.O.S.T. are:

- Eligible Federal Peace Officers;
- Military Peace Officers (MP+CID or equivalent);
- Out-of-State Peace Officers; and
- Pre-Service Candidates and Inactive Registered Georgia Peace Officers actively employed in law enforcement, or who have graduated from a basic law enforcement training course.

(4) P.O.S.T. means State of Georgia Police Officers Standards and Training Council.

(c) General application.

(1) A law enforcement officer who meets the requirements of this section shall be exempted from the requirement of a time-constrained physical stamina test and the assessment center prior to hiring by the city as would be required by a non-certified law enforcement officer.

(2) In order to be exempted from a time-constrained physical stamina test and the assessment center requirements, an applicant must meet each of the following criteria:

i. The officer must be P.O.S.T. certified in the State of Georgia, or must be certified by a comparable state agency in a state other than Georgia.

ii. If an applicant is certified in a state other than Georgia, the chief of police, with the approval of the human resources director, will make a recommendation concerning the certification requirements of the state in question. Approval for exemption under this policy shall be granted only if the applicant is a certified officer in a state whose requirements meet or exceed those of the State of Georgia.

iii. An applicant which meets the requirements of this policy shall be required to take and satisfactorily complete a practical functional fitness test as utilized for assessment of non-certified law enforcement without being under time constraints to gauge functional mobility, a medical examination, psychological test, drug and alcohol test, and polygraph or voice stress test, and a thorough background check.

-2-

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

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

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk

DRAFT

CITY OF WARNER ROBINS
STATE OF GEORGIA

RESOLUTION

WHEREAS, the Interim City Administrator is making a recommendation to the Mayor and Council for changes in the form of an adjustment to be applied to the City’s pay plan and,

WHEREAS, the department directors are currently in pay grade 25, which begins at \$78,221.49 annual salary and increases 2.25% for twenty steps to a maximum \$119,379.32 annual salary, or pay grade 26, which begins at \$86,341.82 annual salary and increases 2.25% for twenty steps to a maximum \$131,772.33 annual salary in the current pay plan, and

WHEREAS, the recommendation is to add a new pay grade to the city pay plan labeled as Grade 50 to be used for Department Directors and,

WHEREAS, the recommended pay grade will be a pay range rather than having designated steps and,

WHEREAS, the recommended pay range will be a minimum of \$78,221.49 and a maximum of \$131,772.33 annual salary in accordance with the minimum and maximum pay of grades 25 and 26 and,

WHEREAS the change will include the following positions: Police Chief, Fire Chief, Community & Econ Dev Director, Building & Inspection Director, City Engineer, Public Works Director, Stormwater Compliance Dept Director, Utilities Director, Director of Recreation, Finance Department Director, Gen Admin Department Director, Human Resource Director, City Clerk, City Attorney and any other director position and,

WHEREAS, all directors of departments shall receive such compensation as prescribed by ordinance or resolution, the Mayor and Council deem it in the best interest of the City of Warner Robins to officially adopt these pay plan changes and make further adjustments as needed in the future.

NOW, THEREFORE, BE IT RESOLVED that Mayor and Council of the City of Warner Robins adopt the revised City pay plan to be effective at the beginning of the next pay period.

This ____ day of _____ 2024.

CITY OF WARNER ROBINS, Georgia

By: _____
LaRhonda Patrick, Mayor

ATTEST:

Mandy Stella, City Clerk

**STATE OF GEORGIA
CITY OF WARNER ROBINS**

RESOLUTION

WHEREAS, the City of Warner Robins' Georgia Municipal Employees Benefit System Defined Benefit Retirement Plan was restated effective January 1, 2024; and

WHEREAS, the addendum to the City's restated Adoption Agreement includes provisions that are not part of the standard GMEBS Basic Plan Document, Adoption Agreement and Addendum, the City must obtain a separate determination letter from the IRS addressing the Addendum;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Warner Robins authorize Mayor LaRhonda W. Patrick to execute the necessary IRS Form 2848, Power of Attorney Form, and penalties of perjury statement to be returned to Ice Miller, LLP, the law firm representing and electronically filing on behalf of the City of Warner Robins.

This 5th day of August, 2024.

CITY OF WARNER ROBINS, GEORGIA

By: _____
LaRhonda W. Patrick, Mayor

Attest:

Mandy Stella, City Clerk