

# **Houston County Commissioners Meeting**

Perry, Georgia | July 8, 2025 | 9:00 A.M.

Call to Order

Invocation – Chairman Perdue

Pledge of Allegiance – Commissioner Gottwals

Military Speaker – Mr. Mike Doubleday

*402nd Software Engineering Group*

Approval of Minutes from June 17, 2025 meeting

New Business

- 1. Special Exception Applications – Commissioner Talton**
- 2. Public Hearing (Right of Way Abandonment) – Commissioner Talton**
- 3. Overhead Easement (Flint Electric Membership Corporation) – Commissioner Talton**
- 4. Award of Proposal (Gas Collection and Control System) – Commissioner Talton**
- 5. Release of Bond (Riverbend North) – Commissioner Talton**
- 6. Lease Agreement Renewal (Oakly Woods) – Commissioner Talton**
- 7. Poll Workers (Special Primary Democrat Runoff Election) – Commissioner Gottwals**
- 8. Personnel Request (Water Department) – Commissioner Gottwals**
- 9. Memorandum of Understanding (Centerville Police Department) – Commissioner Gottwals**
- 10. Bid Approval (Four Tahoes) – Commissioner Gottwals**
- 11. Surplus Inventory – Commissioner Gottwals**
- 12. Intergovernmental Agreement (Houston County School District) – Commissioner Gottwals**
- 13. Memorandum of Agreement (Georgia Search and Rescue Team (GSAR) # 4) – Commissioner Robinson**
- 14. Change Order (Judges' Chambers) – Commissioner Robinson**
- 15. Change Order (Water System) – Commissioner Robinson**
- 16. Budget Letter (Department of Family and Children Services) – Commissioner Robinson**
- 17. Grant (Accountability Court) – Commissioner Robinson**
- 18. Contract for Services (Accountability Court) – Commissioner Robinson**
- 19. Approval of Bills – Commissioner Robinson**

Public Comments

Commissioner Comments

Motion for Adjournment

# 1. Special Exception Applications – Commissioner Talton

			Recommendation	Vote
#2854	Brian & Tiffany Hubbard	Photography Business	Approval	Unanimous
#2855	George Pena-Labrada	Fencing Business	Approval	Unanimous
#2856	Jacqueline Stewart	Consulting Business	Approval	Unanimous
#2857	Abigail Williams	Event Planning	Approval	Unanimous
#2859	Lonnie Owens & Laquanda Robinson	Construction Consulting	Approval	Unanimous
#2860	Micah Crews	Lawn Care Business	Approval	Unanimous

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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the following Special Exception Applications to include any and all stipulations as noted on the Zoning & Appeals recommendation and Section 95 Requirements staff report:

#2854	Brian & Tiffany Hubbard	Photography Business
#2855	George Pena-Labrada	Fencing Business
#2856	Jacqueline Stewart	Consulting Business
#2857	Abigail Williams	Event Planning
#2859	Lonnie Owens & Laquanda Robinson	Construction Consulting
#2860	Micah Crews	Lawn Care Business

## **2. Public Hearing (Right of Way Abandonment) – Commissioner Talton**

Mark King, owner of 201 Oak Street and 503 Third Street in Elko, Georgia, submitted an application requesting the Board of Commissioners abandon the unnamed unimproved alleyway that traverses between the two properties.

**Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to**

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**Mr. King's request and the signing of A Resolution of Right-of-Way Abandonment.**

**A RESOLUTION OF RIGHT-OF-WAY ABANDONMENT  
BY THE  
BOARD OF COMMISSIONERS  
OF  
HOUSTON COUNTY, GEORGIA**

**WHEREAS**, Mark King has requested the abandonment of an unnamed unimproved alleyway that traverses his property located at 201 Oak Street, Elko, GA 31025 and the adjacent lots he also owns; and

**WHEREAS**, a legal description is attached hereto as **Exhibit “A”** and a plat of survey is attached hereto as **Exhibit “B”** showing the alleyway to be considered for abandonment. **Exhibit “A”** and **Exhibit “B”** are made a part hereof by reference; and

**WHEREAS**, Section 32-7-2(b)(1) of the Official Code of Georgia Annotated authorizes a county to abandon a section of the county road system which has for any reason ceased to be used by the public to the extent that no substantial public purpose is served by it, or because its removal from the county road system is otherwise in the best public interest, after notice to property owners located thereon; and

**WHEREAS**, Section 32-7-2(b)(1) of the Official Code of Georgia Annotated provides that upon the certification by the county, recorded in its minutes, accompanied by a plat or sketch, after notice to property owners located thereon, the county may declare that section of roads to no longer be a part of the county road system, and the rights of the public in and to the section of roads as a public road shall cease; and

**WHEREAS**, notice of the public hearing for the abandonment of the right-of-way described in **Exhibit “A”** and shown in **Exhibit “B”** was duly published within the county legal organ once a week for two weeks; and

**WHEREAS**, a public hearing was held on July 8, 2025, at the appointed time regarding the abandonment of the right-of-way described in **Exhibit “A”** and shown in **Exhibit “B”**; and

**WHEREAS**, pursuant to Section 32-7-2(b)(1) of the Official Code of Georgia Annotated the property owner of the property that is located adjacent to the right-of-way, was notified of the intent to abandon the right-of-way described in **Exhibit “A”** and shown in **Exhibit “B”**, and no other legitimate objections thereto have been made.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners, as follows:

1. It is certified that the right-of-way designated as an unnamed unimproved alleyway within Houston County, Georgia as described and shown on the attached legal description (see Exhibit “A”) and plat of survey (see Exhibit “B”) has ceased to be used by the public to the extent that no substantial public purpose is served by said right-of-way.

2. That the abandonment of said right-of-way herein described and shown on the attached legal description (see Exhibit "A") and plat of survey (see Exhibit "B") is approved.
3. That the best interest of Houston County would be served by the conveyance of said right-of-way, described and shown on the attached legal description (see Exhibit "A") and plat of survey (see Exhibit "B"), to the property owner of the property that is adjacent to said right-of-way, so that it may be subject to taxation by Houston County.
4. That the deed of abandonment be executed by the Chairman of the Board of Commissioners conveying interest in said right-of-way within Houston County, Georgia, as described and shown on the attached legal description (see Exhibit "A") and plat of survey (see Exhibit "B"), to the owner of the property that is located adjacent to said right-of-way, their assigns, transferees and successors in interest.

This 8<sup>th</sup> day of July 2025.

**HOUSTON COUNTY  
BOARD OF COMMISSIONERS**

\_\_\_\_\_  
Chairman Dan Perdue

\_\_\_\_\_  
Commissioner Mark Byrd

\_\_\_\_\_  
Commissioner Shane Gottwals

\_\_\_\_\_  
Commissioner Gail Robinson

\_\_\_\_\_  
Commissioner Tal Talton

Attest: \_\_\_\_\_  
Robbie Dunbar  
Director of Administration

## **EXHIBIT "A"**

All that tract or parcel of land situate, lying and being in Land Lot 204 of the 13th Land District of Houston County, Georgia, being designated as an unnamed unimproved alleyway that is situated in Block 19 between lots 202, 203, 204, 205, 206, 207, and 208 in Elko, GA according to a Plat of Survey recorded in Plat Book 1, Page 254, Clerk's Office, Houston Superior Court. Said plat and the recorded copy thereof are incorporated herein by reference for all purposes.

This conveyance is subject to any easements for utilities presently existing within the above-described property.

EXHIBIT "B"



Doc ID: 007102320001 Type: PLA  
 Filed: 02/17/1933 at 02:27:44 PM  
 Fee Amt: Page 1 of 1  
 Houston, Ga. Clerk Superior Court  
 Carolyn V. Sullivan Clerk

BK 1

PG 254

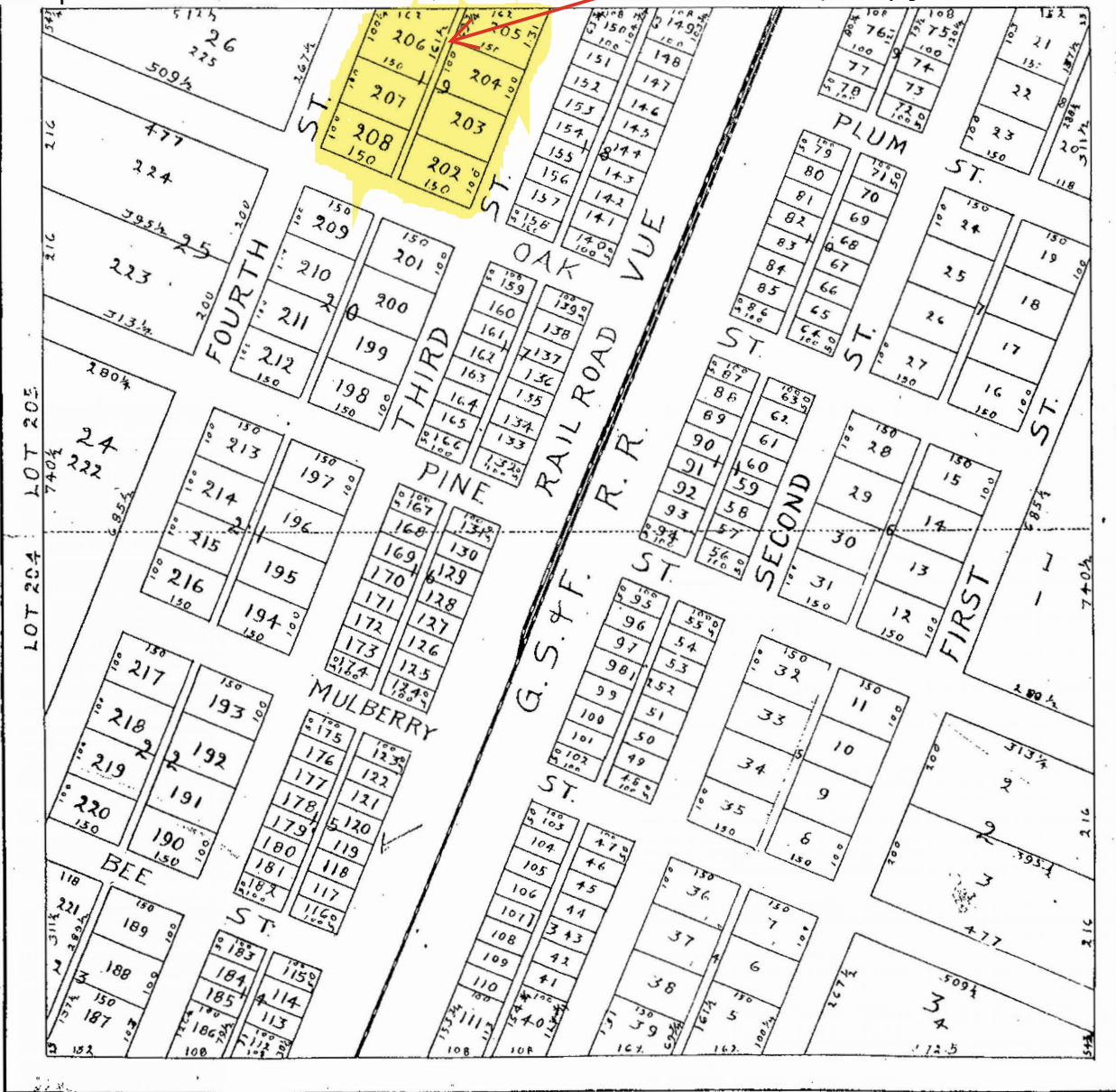
MAP  
 OF  
**ELKO**

13<sup>th</sup> DISTRICT, HOUSTON COUNTY, GA.  
 Scale 1 inch=200 Feet. Feb. 17, 1933.

REPRODUCED FROM MAP OF Nov. 1888.

Rhodes Sewell,  
 County Surveyor.

Alleyway to be abandoned



Also Deed Book Page 123

### **3. Overhead Easement (Flint Electric Membership Corporation) – Commissioner Talton**

This request is for an overhead right of way easement on Dunbar Road.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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**signing of a Right of Way Easement with Flint Electric Membership Corporation for an overhead power line on property located on Dunbar Road known as Tax Parcel #0W72B0 004000.**






# Houston County Board of Commissioners

200 Carl Vinson Parkway  
Warner Robins, Georgia 31088  
478-542-2115  
478-923-5697 (fax)

## Memorandum

**To:** Chairman Perdue  
**From:** Jake Cox  
**Date:** June 17, 2025  
**Re:** Overhead Easement Request from Flint Energies



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Chairman Perdue:

This is a request for an overhead easement from Flint Energies over County-owned property along Dunbar Road located at tax parcel 0W72B0004 comprising .86 acres for the purposes of providing power to an adjoining property.

Thank you for your and the Board's consideration of this request.

#### **4. Award of Proposal (Gas Collection and Control System) – Commissioner Talton**

This request is for award of a proposal for the expansion of the Gas Collection and Control System (GCCS) at the Landfill.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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awarding the proposal of the Phase 6, Stages 1A and 2B Gas Collection and Control System expansion to Integrity Environmental Solutions, of Marietta, Georgia, in the amount of \$996,873.75. This project will be funded by Solid Waste Capital Funds.



# Houston County Public Works

## Memorandum

### Office

2018 Kings Chapel Road  
Perry, Georgia 31069  
478-987-4280  
FAX 478-988-8007

Brian Jones, PE  
Director of Operations

Terry Dietsch  
Director of Utilities

Nancy Lancaster  
Office Manager

Michael Phillips  
Facilities Superintendent

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Christopher Stoner  
Fire Chief / EMA Director

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utilities Director

*TJD BJ*

**Date:** June 24, 2025

**Re:** Phase 6 Gas Collection and Control System ( GCCS)

The Landfill air permit regulations stipulate the county must expand our gas collection and control system coverage in Phase 6, Stages 1A and 2B. Proposals were received from three contractors on June 17, 2025, for this project.

Integrity Environmental Solutions	\$996,873.75
Blue Flame Crew	\$1,096,335.55
SCS Environmental Services	\$1,526,715.00

The above proposals were evaluated by Atlantic Coast Consulting, Inc. and Public Works Staff. **We recommend awarding the project to Integrity Environmental Solutions in the amount of \$996,873.75.** This project will funded from 540-4530-54.1150.

## **5. Release of Bond (Riverbend North) – Commissioner Talton**

This request from Public Works is to release the maintenance bond for the roads in Riverbend North Subdivision, Phase 2.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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the release of Morris Bank Letter of Credit #410, currently held as a maintenance bond for the roads in Riverbend North Subdivision, Phase 2. Also, to accept the following roads into the County's road inventory, establish the official street names, set the speed limits as indicated, and record the total length of each road as follows:

Street Name	Street Length	Speed Limit
Flat Shoals Drive	0.341 mile	25 mph
Sapelo Way	0.104 mile	25 mph
Taccoa Court	0.094 mile	25 mph



# Houston County Public Works

June 17, 2025

## Office

2018 Kings Chapel Road  
Perry, Georgia 31069  
478-987-4280  
FAX 478-988-8007

Brian Jones, PE  
Director of Operations

Terry Dietsch  
Director of Utilities

Nancy Lancaster  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief/ EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

**To:** Houston County Board of Commissioners

**From:** Ronnie Heald, County Engineer *RH BJ*

**RE:** Riverbend North-Maintenance Bond Acceptance Morris Bank Letter of Credit #410

The below section of roadway in the **Riverbend North Development, LLC Phase 2** has been completed in accordance with "The Comprehensive Land Development Regulations for Houston County". Please consider this request to release the above referenced letter of credit upon expiration, and to accept the following roads recorded for maintenance purposes.

Street Name	Street Length	Speed Limit
Flat Shoals Drive	0.341 mile	25 mph
Sapelo Way	0.104 mile	25 mph
Taccoa Court	0.094 mile	25 mph

## **6. Lease Agreement Renewal (Oaky Woods) – Commissioner Talton**

The Georgia Department of Natural Resources has requested to exercise its first option to renew the Wildlife Management Area Agreement.

**Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to**

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**renewing the Oaky Woods Wildlife Management Area Lease Agreement between Houston County and the Georgia Department of Natural Resources for the 2025-2026 hunting season.**



## Houston County Board of Commissioners

200 Carl Vinson Parkway  
Warner Robins, GA 31088  
Phone: (478) 542-2115  
Fax: (478) 923-5697

Jordan Kelley  
Project Coordinator

# MEMORANDUM

To: Houston County Board of Commissioners  
From: Jordan Kelley, Project Coordinator *J. Kelley*  
Date: June 30, 2025  
Re: Oaky Woods Wildlife Management Area Lease Agreement

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This request is for the renewal of the Oaky Woods Wildlife Management Area Lease Agreement between Houston County and the Department of Natural Resources for the 2025-2026 hunting season. The 2024-2025 agreement included five optional extensions, and the Georgia DNR has requested to use their first renewal for the 2025-2026 hunting season.

Thank you for considering this request.

## 7. Poll Workers (Special Primary Democrat Runoff Election) – Commissioner Gottwals

This request is for approval to hire poll workers for the Special Primary Democrat Runoff Election on July 15, 2025.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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hiring the following poll workers for the July 15, 2025 Special Primary Democrat Runoff Election:

		AMOUNT	TOTAL
17	Managers (Precinct)	175.00	2,975.00
34	Assistant Managers (Precinct)	125.00	4,250.00
17	Clerks	115.00	1,955.00
0	Training	25.00	0
0	Training (Backup Workers)	25.00	0
5	Janitors -Schools	15.50	77.50
2	Janitors	25.00	50.00
77	BMD (Ballot Marking Device)	2.00	154.00
1	Election Supply Load Out Help	75.00	75.00
2	Election Night Equipment Return Help	75.00	150.00
2	Election Night Check-In Clerks	75.00	150.00
17	Supply pick-up / return supplies (Managers)	10.00	170.00
17	Cell Phones	10.00	170.00
0	Ballot Scan Clerk	0	0
	TOTAL		10,176.5



# BOARD OF ELECTIONS

HOUSTON COUNTY GOVERNMENT BUILDING  
2030 KINGS CHAPEL ROAD  
POST OFFICE BOX 945  
PERRY, GA 31069

478-987-1973

FAX 478-988-0699

TO: Houston County Commissioners

FROM: Debra Presswood  
Registration/Election Supervisor

RE: Election Workers – Special Primary Democrat Runoff Election, July 15, 2025

DATE: June 23, 2025

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The Board of Elections requests hiring the following election day workers for the July 15, 2025 Public Service Commissioner (PSC) Special Primary Democrat Run-off Election.

		AMOUNT	TOTAL
17	Managers (Precinct)	175.00	2,975.00
34	Assistant Managers (Precinct)	125.00	4,250.00
17	Clerks	115.00	1,955.00
0	Training	25.00	0
0	Training (Backup Workers)	25.00	0
5	Janitors -Schools	15.50	77.50
2	Janitors	25.00	50.00
77	BMD (Ballot Marking Device)	2.00	154.00
1	Election Supply Load Out Help	75.00	75.00
2	Election Night Equipment Return Help	75.00	150.00
2	Election Night Check-In Clerks	75.00	150.00
17	Supply pick-up / return supplies (Managers)	10.00	170.00
17	Cell Phones	10.00	170.00
0	Ballot Scan Clerk	0	0
	TOTAL		10,176.5

## **8. Personnel Request (Water Department) – Commissioner Gottwals**

This request is to fill the vacant Senior Utility Clerk position in the Water Department.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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**hiring Ms. Tess Chambers to fill the vacant Senior Utility Clerk position in the Water Department at a Grade 12 Step C effective July 9, 2025.**



# Houston County Personnel Department

Houston County Board of Commissioners

200 Carl Vinson Parkway

Warner Robins, Georgia 31088

(478) 542-2005 Fax (478) 542-2118

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To: County Commissioners  
From: Kenneth Carter, Director of Personnel  
Date: June 13, 2025  
Re: Personnel Request – Water Department

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Terry Dietsch, Utilities Director, is requesting approval to hire Tess Chambers for the vacant Senior Clerk position in the Perry Public Works Administration Office at a higher step than entry level. Based on Ms. Chambers's experience and education, Mr. Dietsch is requesting to hire at Grade 12, Step C.

I have reviewed Ms. Chambers's qualifications and find that she meets the criteria to justify placement at the requested step.

Please consider and approve this request to hire Tess Chambers at Grade 12 – Step C, effective July 9, 2025.

## **9. Memorandum of Understanding (Centerville Police Department) – Commissioner Gottwals**

This request is for approval of a Memorandum of Understanding between Houston County and the Centerville Police Department to provide training for 12 Centerville Police Officers for addressing the needs of criminal justice-involved individuals with Opioid Use Disorder (OUD) and any co-occurring substance use disorders (SUD) or Mental Health (MH) conditions.

**Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to**

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**signing a Memorandum of Understanding between Houston County and the Centerville Police Department in the amount of \$5,400 for the training of twelve Centerville Police Officers through the Operational Readiness for Police Officers program. This agreement will be funded by the County's opioid settlement special revenue fund.**



# Houston County Board of Commissioners

200 Carl Vinson Parkway  
Warner Robins, Georgia 31088  
478-542-2115  
478-923-5697 (fax)

## Memorandum

**To:** Chairman Perdue  
**From:** Jake Cox  
**Date:** June 12, 2025  
**Re:** Centerville Police Department MOU with Houston County

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Chairman Perdue:

This is a request for approval of a Memorandum of Understanding between Houston County and the Centerville Police Department for use of County Opioid Settlement Funds to provide training for Centerville Police Officers for addressing the needs of criminal justice-involved persons with Opioid Use Disorder (OUD) and any co-occurring substance use disorders (SUD) or Mental Health (MH) conditions.

Opioid settlement funds would be utilized to provide training for 12 Centerville Police Officers through a course titled Operational Readiness for Police Officers that focuses on helping officers develop effective strategies and practical techniques for addressing persons with Opioid Use Disorder (OUD) and co-occurring conditions.

The cost of this training would be \$5,400.00 and would be a one-time payment to the Centerville Police Department from the County's opioid settlement special revenue fund to cover the cost for the training of these 12 Officers through the Operational Readiness for Police Officers program.

Upon the Centerville Police Department utilizing the funds for the purpose detailed in this Memorandum of Understanding, they will supply Houston County with an official accounting of said use of funds.

Thank you for your and the Board's consideration of this request.

## **10. Bid Approval (Four Tahoes) – Commissioner Gottwals**

This request is for approval of a bid on four new 2025 Chevrolet Tahoe PPV's for use in the Sheriff's Department

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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**the bid from Donohoo Chevrolet of Fort Payne, Alabama, for the purchase of four Chevrolet Tahoe PPV vehicles at a cost of \$49,900 each, for a total amount of \$199,600. This purchase will be funded by the 2018 SPLOST.**



**HOUSTON COUNTY BOARD OF COMMISSIONERS  
PURCHASING DEPARTMENT**

200 CARL VINSON PARKWAY • WARNER ROBINS, GEORGIA 31088

**VANESSA ZIMMERMAN**  
DIRECTOR OF PURCHASING

## **M E M O R A N D U M**

**TO:** Houston County Board of Commissioners  
**FROM:** Vanessa Zimmerman  
**CC:** Robbie Dunbar  
**DATE:** June 26, 2025  
**SUBJECT:** Purchase of Four (4) New 2025 Chevrolet Tahoe PPV

The Sheriff's Department located four newly manufactured Tahoe's at Donohoo Chevrolet. These vehicles will be used by Patrol for four newly hired deputies.

The Purchasing Department recommends that the Houston County Board of Commissioners purchase the vehicles from Donohoo Chevrolet of Fort Payne, AL, who provided a bid price of \$49,900.00. The cost of the vehicles are SPLOST funded and will be charged to 320-3300-54.2200.

**Company**

**Bid Amount**

<b>Donohoo Chevrolet</b>	<b>\$49,900.00 (available first week of July)</b>
<b>Hardy Family Ford</b>	<b>\$52,559.00 (state contract pricing)</b>

## 11. Surplus Inventory – Commissioner Gottwals

This request from the Purchasing Department is to declare items surplus.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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**Declaring the following items surplus and list them for sale on GovDeals:**

- **40 Dell desktops without hard drives**
- **100 Dell monitors**
- **2 Manual Stencil Machines**

**also, to declare the following surplus and be disposed of:**

- **8 Golden Eagle Radars**
- **1 Stalker Lidar**
- **3 Agilent Heartstream FR2 AED units**
- **20 Kenwood Analog Office Radios**
- **5 Motorola Portable Digital Radios**





# Houston County Commissioners

## *Purchasing Department*

### Director of Purchasing

Vanessa Zimmerman

### Office

200 Carl Vinson Parkway  
Warner Robins, GA 31088

478-236-1700

## MEMORANDUM

**TO:** Houston County Commissioners  
**FROM:** Vanessa Zimmerman  
**CC:** Robbie Dunbar  
**SUBJECT:** Surplus Items  
**DATE:** July 1, 2025

Approval is requested to declare the following surplus for sale on GovDeals:

- 40 Dell desktops without hard drives, that have been replaced
- 100 Dell monitors that have been replaced
- 2 Manual Stencil Machines, that are no longer of use to the County

In addition, approval is requested to declare the following surplus for disposal:

- 8 Golden Eagle Radars, that are out of date and no longer being used
- 1 Stalker Lidar LR has reached the end of life
- 3 Agilent Heartstream FR2 AED units, that have been replaced, and are no longer supported by the manufacturer
- 20 Kenwood Analog Office Radios, that are not up to date with technology
- 5 Motorola Portable Digital Radios, that have been discontinued

## **12. Intergovernmental Agreement (Houston County School District) – Commissioner Gottwals**

This request is for approval of an Intergovernmental Agreement with the Houston County School District.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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**signing an Intergovernmental Agreement between Houston County and the Houston County School District for reimbursement of costs associated with the construction of a 500-foot turn lane on Kings Chapel Road. The total cost of the improvement shall not exceed \$109,760 and will be funded by 2018 SPLOST.**



# Houston County Public Works

## Office

2018 Kings Chapel Road  
Perry, Georgia 31069  
478-987-4280  
FAX 478-988-8007

Brian Jones, PE  
Director of Operations

Nancy Lancaster  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief/ EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

## MEMORANDUM

**To:** Houston County Board of Commissioners

**From:** Brian Jones, Director of Public Works *BJ*

**Date:** Tuesday, June 24, 2025

**RE:** Change Order Proposal for Kings Chapel Elementary School Turn-lane

For many years, the que for the parent pickup at Kings Chapel Elementary has staged onto Kings Chapel Road creating a traffic dilemma for the through movement along the route. To mitigate this problem, the Houston County School District has contracted with JW Shuttlesworth LLC to perform site modifications to the campus to allow for more onsite staging. Senior leadership with the School District has requested that Houston County Board of Commissioners consider improving Kings Chapel Road in front of the school to create a right-turn lane approximately 500' in length. This turn-lane would allow for additional staging on the right-of-way of Kings Chapel Road. To perform the additional work, JW Shuttlesworth has submitted a Change Order to the School District for \$109,760.00.

Accompanying this memo is an Intergovernmental Agreement allowing the Board of Commissioners to reimburse the School District for costs associated with the Kings Chapel Road improvements. This work should enhance expected traffic flow for buses, car riders and motorists passing through.

Please consider authorizing this agreement to reimburse the School District for a Change Order to improve Kings Chapel Road not to exceed **one hundred nine thousand seven hundred sixty and 75/100 dollars (\$109,760.00)**. This reimbursement will be funded from 2018 SPLOST.

### **13. Memorandum of Agreement (Georgia Search and Rescue Team (GSAR) # 4) – Commissioner Robinson**

This request is for approval to renew a Memorandum of Agreement pursuant to authorities contained in Articles I through III, Chapter 3, Title 38, Official Code of Georgia Annotated, including O.C.G.A. § 38-3-29, specifically.

**Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to**

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**the signing and renewal of a Memorandum of Agreement with the Georgia Emergency Management and Homeland Security Agency, allowing the Houston County Fire Department to remain the host agency for Georgia Search and Rescue Task Team # 4.**

## **14. Change Order (Judges' Chambers) – Commissioner Robinson**

This request is for approval of Change Order #002 for the Houston County Courthouse Modifications Judges' Chambers project.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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**signing final adjusting Change Order #002 for the Houston County Courthouse Modifications - Judges' Chambers project with Parrish Construction Group of Perry, Georgia, resulting in a contract reduction of \$71,243.40. This final change order brings the new Guaranteed Maximum Price to \$866,286.60.**



## Houston County Board of Commissioners

200 Carl Vinson Parkway  
Warner Robins, GA 31088  
Phone: (478) 542-2115  
Fax: (478) 923-5697

Jordan Kelley  
Project Coordinator

### MEMORANDUM

To: Houston County Board of Commissioners  
From: Jordan Kelley, Project Coordinator *J. Kelley*  
Date: June 30, 2025  
Re: Change Order 002- Houston County Courthouse Modifications-  
Judges' Chambers

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This request seeks approval for the final adjusting Change Order 002 for the Courthouse Modifications - Judges' Chambers project. This Change Order deducts \$71,243.40 from the contract, resulting in a final total of \$866,286.60 and reflects unused contingencies, allowances, and reimbursables for the project.

Thank you for considering this request.

## **15. Change Order (Water System) – Commissioner Robinson**

This request is to approve Change Order #1 for the Water System Improvements to serve Cemex project.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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**signing Change Order #1 for the Water System Improvements to serve Cemex project with John R. Walker, Inc., of Macon, Georgia, adding 90 calendar days to the contract duration with no change in the contract price of \$2,076,756.89.**



# Houston County Public Works

## Memorandum

### Office

2018 Kings Chapel Road  
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Brian Jones, PE  
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Nancy Lancaster  
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Michael Phillips  
Facilities Superintendent

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Christopher Stoner  
Fire Chief / EMA Director

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utilities Director *TJD BJ*

**Date:** June 20, 2025

**Re:** Change Order No. 1 – Water System Improvements to serve Cemex.

This request is to approve an extension of 90 days to the contract for the project Water System Improvements to serve Cemex. **The contract extension requested is for John R. Walker, Inc. and is for time only and the contract price remains \$2,076,756.89.** The pipeline work is completed and the time requested is for delays with relocating facilities, power to the vaults and rain days. Public Works appreciates your time and consideration of this request.



## **16. Budget Letter (Department of Family and Children Services) – Commissioner Robinson**

This request approves the annual Houston County Department of Family and Children Services (DFCS) budget letter.

**Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to**

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**signing the FY2026 Houston County DFCS budget letter.**

## **17. Grant (Accountability Court) – Commissioner Robinson**

This request is for the acceptance of the Criminal Justice Coordinating Council 2026 Accountability Court Funding Program Houston Mental Health Court Grant.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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acceptance of the Criminal Justice Coordinating Council Grant #AW-ACFP-26-128-016 in the amount of \$322,993, with required matching funds totaling \$48,449.

FROM: Katie Barrs

TO: Houston County Board of Commissioners

SUBJECT: FY26 Accountability Court Grant

Please consider the paperwork and budget for the FY26 Accountability Court Grant. Total amount awarded is \$322,993. Of that amount match funds equal to \$48,449.00. Attached are the special conditions form, the W9, and Reimbursement Selection Form that would need to be completed by the County and uploaded by myself. Thank you for your consideration.

A handwritten signature in black ink, appearing to read 'Katie Barrs', with a stylized flourish at the end.

Katie Barrs/July 1, 2025

## **18. Contract for Services (Accountability Court) – Commissioner Robinson**

This request is for approval to renew a professional services contract with IHOPE, Inc., and Houston County. The current agreement expired on June 30, 2025.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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**signing the renewal of the professional services contract with IHOPE, Inc. The contract has been reviewed and approved by both the Accountability Court and the Contractor. Additionally, the County Attorney's Office has reviewed and approved the agreement.**

## 19. Approval of Bills – Commissioner Robinson

Summary of bills by fund:

General Fund (100)	\$3,228,316.58
Drug Abuse Treatment & Education (212)	\$27,025.28
Emergency 911 Telephone Fund (215)	\$ 186,832.23
American Rescue Plan Act (230)	\$ 50,815.53
Fire District Fund (270)	\$155,434.93
2006 SPLOST Fund (320)	\$ 208.00
2012 SPLOST Fund (320)	\$10,360.45
2018 SPLOST Fund (320)	\$533,568.98
2024 SPLOST (320)	\$1,266,460.53
Water Fund (505)	\$ 394,277.60
Solid Waste Fund (540)	\$ 500,706.18
<b>Total</b>	<b>\$ 6,354,006.29</b>

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

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the payment of the bills totaling \$6,354,006.29.