

# **Houston County Commissioners Meeting**

Warner Robins, Georgia | November 18, 2025 | 5:00 P.M.

Call to Order

Pledge of Allegiance – Commissioner Robinson

Invocation – Chairman Perdue

Financial Report – Chief Financial Officer Danyelle George

Approval of Minutes from November 4, 2025

Old Business

- 1. Annexation (City of Warner Robins) – Commissioner Gottwals**
- 2. Annexation (City of Warner Robins) – Commissioner Talton**

New Business

- 1. Annexation (City of Perry) – Commissioner Robinson**
- 2. Annexation (City of Warner Robins) – Commissioner Robinson**
- 3. Agreement Addendum (Juvenile Court) – Commissioner Byrd**
- 4. Leadership Training – Commissioner Byrd**
- 5. Personnel Request (Public Defender's Office) – Commissioner Gottwals**
- 6. Bid Approval (Sheriff's Office Vehicles) – Commissioner Talton**
- 7. Approval of Bills – Commissioner Talton**

Public Comments

Commissioner Comments

Motion for Adjournment

# **1. Old Business Annexation (City of Warner Robins) – Commissioner Gottwals**

This request from the City of Warner Robins is for annexation of property located at Duskmoore Drive/ Lake Joy Road with the stipulation, from the Warner Robins Planning Commission, that no access would be granted to or from Lake Joy Road, and that the property would establish inter-parcel connectivity with property to the south. As part of this request, the planning commission is favorable toward the annexation of Duskmoore Drive. Notwithstanding any extra procedure required to achieve this, the Planning Commission was favorable toward the annexation of Duskmoore Drive, as approval of this request would equate to a super majority of the frontage of Duskmoore Drive be City jurisdiction.

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

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**with the annexation of property, containing 7.45 acres, located at Duskmoore Drive/Lake Joy Road known as Tax Parcel 000510 36B000 with the following stipulations:**

- **The City of Warner Robins signing the infrastructure agreement.**
- **Access be directly onto Lake Joy Road, or an ingress / egress easement through the adjoining commercial development to the south, for any commercial zoned property.**
- **A water study being done, by the developer, to extend the water system.**
- **The development cannot cause adjacent land to be inundated with surface or ground water from the low wet areas in the parcels.**
- **All existing County utilities stay with the County.**

**Current zoning is County R-1, and the proposed zoning will be City R-3/C-2/C-3.**

## **2. Old Business Annexation (City of Warner Robins) – Commissioner Talton**

This request from the City of Warner Robins is for annexation of property.

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

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with the annexation of property, containing 25.924 acres, on Lake Joy Road known as Tax Parcels 000520 249000 and 000520 250000 with the following stipulations:

- The City of Warner Robins signing the infrastructure agreement.
- A water study being done by the design engineer to ensure water mains are adequately sized for delivery of fire flow.
- Traffic study be done to determine impacts to Lake Joy Rd/ Beulah Church Intersection.
- All County Utilities stay with the County.

Current Zoning for both parcels is R-AG, proposed zoning will be Warner Robins PDE.

# **1. Annexation (City of Perry) – Commissioner Robinson**

This request from the City of Perry is for annexation of property on Saddle Creek Road.

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

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with the annexation of property, containing 169.29 +/- acres, located on Saddle Creek Road known as Tax Parcels 000840 015000 and 000840 096000 with the following stipulations:

- A water study being done by the developer to assure the sufficient flows for customers and fire flow.
- A traffic study being done by the developer to determine the impact to Saddle Creek Road and see if improvements are required.
- A study being done by the developer to determine impacts downstream to include storm water impact.
- The Hydrologic Study by ISE for the City of Perry be incorporated into the design engineer's study.

The current zoning of this property is County R-AG and the proposed zoning is City R-3.

## **2. Annexation (City of Warner Robins) – Commissioner Robinson**

This request from the City of Warner Robins is for annexation of property at the end of Lyon Dr. and West of HWY 247.

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

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with the annexation of property, containing 0.59 +/- acres, located at the end of Lyon Dr. and West of HWY 247 known as Tax Parcels 00118B 090000 and 00118B 089000. The current zoning is County C-1 and requested zoning is City C-1.

### **3. Agreement Addendum (Juvenile Court) – Commissioner Byrd**

This request from Juvenile Court is for approval of an addendum to the Independent Contractor Agreement with Kameyan Sims to increase the pay due to additional work responsibilities.

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

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**the addendum to the FY26 Independent Contractor Agreement Between the Board of Commissioners of Houston County and Kameyan Sims. This addendum will increase the pay from \$52,500 to \$58,000, starting the month of December 2025 and continue through the end of the agreement.**

## 4. Leadership Training – Commissioner Byrd

As part of ongoing efforts to enhance personal and professional leadership development among department heads, Phase II of the Leadership Training Initiative with Axis Leadership, LLC is proposed. Dr. Joseph Richardson and Axis Leadership will facilitate a one-day leadership conference exclusively for department heads. Modeled after the “Live 2 Lead” experience, the event will feature multiple leadership presentations via video and guided table discussions led by facilitators to connect key lessons to county operations and team leadership.

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

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**the February 5<sup>th</sup> one-day leadership event, for department heads, with Axis Leadership LLC, to include all materials, gifts and meals in the amount of \$8,500. Funding for this phase will come from the Leadership and Development reserve.**



# 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: November 6, 2025  
Re: Leadership Development Training – Phase II

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In continued efforts to increase personal and professional leadership development for department heads who are within the purview of the Commissioners, Phase II of the leadership training initiative with Axis Leadership, LLC is being proposed.

Dr. Joseph Richardson and Axis Leadership will facilitate a one-day leadership conference exclusively for Houston County department heads. This event will be modeled after the internationally recognized “Live 2 Lead” leadership experience and will feature multiple speakers via video, with table facilitators leading guided discussions after each session to help apply the lessons to county operations and team leadership.

The conference will be held on February 5, 2026, and will include all materials, participant gifts, meals, and refreshment breaks. The total estimated cost is \$8,500, which covers 24 participants, the conference licensing fee, and facilitation by Axis Leadership.

Funding for this phase will come from the Leadership and Development reserve previously allocated in FY 2025 for ongoing leadership initiatives.

Approval is requested effective November 19, 2025, to allow time for ordering participant materials and finalizing event logistics.



## **5. Personnel Request (Public Defender's Office) – Commissioner Gottwals**

This request is to fill the vacant Senior Assistant Public Defender position in the Public Defender's Office.

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

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hiring David Jennings to fill the vacant Senior Assistant Public Defender position in the Public Defender's Office at a Grade 34 Step B effective November 19, 2025. Personnel staff have reviewed his qualifications, and he meets the criteria for the B step placement.



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## **Houston County Personnel Department**

Houston County Board of Commissioners

200 Carl Vinson Parkway

Warner Robins, GA 31088

478/542-2005 (Office)

478/542-2118 (Fax)

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To: County Commissioners  
From: Kenneth Carter, Director of Personnel  
Date: November 5, 2025  
Re: Request to hire – Public Defender

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Sara Meyers is requesting approval to hire David Jennings for the vacant Senior Assistant Public Defender position in her office. Based on Mr. Jennings's prior experience, Ms. Meyers recommends that he be hired at Grade 34, Step B.

I have reviewed Mr. Jennings's qualifications, along with his prior service with Houston County, and confirm that he meets the criteria for placement at the B Step.

Please consider this request for a hire effective November 19, 2025. Let me know if any additional information is needed to support this recommendation.

## **6. Bid Approval (Sheriff's Office Vehicles) – Commissioner Talton**

This request is for the approval of a bid on five new in-stock 2025 Ford Police Interceptors. Two vehicles will be used to replace Patrol units, two will be used for new positions in Traffic, and one will replace an SRO unit.

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

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**the bid from Brannen Ford of Unadilla, Georgia, in the amount of \$46,500 each or a total of \$232,500, for 5 new in-stock 2025 Ford Police Interceptors 3.0L EcoBoost vehicles. This purchase will be funded as \$186,000 charged to 2018 SPLOST and \$46,500 charged to General Fund to be reimbursed by the Board of Education for the SRO unit.**



# 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:** Ford Interceptors

**DATE:** November 7, 2025

The Purchasing Department solicited prices for five (5) new in-stock 2025 Ford Police Interceptors 3.0L EcoBoost for use by the Patrol, Traffic, and SRO Divisions. Two (2) vehicles will be used to replace Patrol units (Maint# 861 -105,341 miles & 844 -98,734 miles), two (2) will be used for new positions in Traffic, and one (1) will replace SRO unit (Maint# 894 - 120,053 miles).

The Purchasing Department recommends that the Houston County Board of Commissioners purchase the vehicles from Brannen of Unadilla, GA, who provided a bid price of \$46,500.00. The cost of the vehicles are SPLOST 2018 funded. A total of \$232,500 will be charged to 320-3300-54.2200. \$46,500 will be reimbursed by the Board of Education for the SRO unit.

### Company

### Bid Amount

Brannen of Unadilla	\$46,500.00 ea. (stock)
Phil Brannen Ford	\$46,790.00 ea. (8 weeks)
Hardy Family Ford	\$48,765.00 ea. (8 weeks)

## 7. Approval of Bills – Commissioner Talton

Summary of bills by fund:

General Fund (100)	\$1,087,014.92
Drug Abuse Treatment & Educ (212)	\$9,016.09
Opioid Fund (213)	\$500.00
Emergency 911 Telephone Fund (215)	\$37,064.86
American Rescue Plan Act (230)	\$232,864.00
Fire District Fund (270)	\$25,509.63
2006 SPLOST Fund (320)	\$118,070.02
2018 SPLOST Fund (320)	\$1,143,958.72
2024 SPLOST Fund (320)	\$3,706.00
Water Fund (505)	\$173,663.02
Solid Waste Fund (540)	\$291,677.98
Internal Service Fund (600)	\$13,523.13
<b>Total</b>	<b>\$3,136,568.37</b>

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

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the payment of the bills totaling \$3,136,568.37.