



February 18, 2025 5:30 pm

1. Call to Order by Mayor Jonathan McCollar
2. Invocation and Pledge of Allegiance by Councilmember Tangie Johnson
3. Public Comments (Agenda Item):
4. Consideration of a Motion to approve the Consent Agenda
 - A) Approval of Minutes
 - a) 02-04-2025 Council Minutes
 - b) 02-04-2025 Executive Session Minutes
5. Consideration of a motion to revoke, suspend, or maintain the massage parlor license for Lisa's Therapeutic Massage in accordance with City Ordinances 18-141 and 18-143 due to allegations of illegal acts being performed there.
6. Public hearing and consideration of a motion to approve: **APPLICATION V 25-01-01**: Richard Williams requests a variance from Section 2.2.9 of the Unified Development Code in order to continue operating a vehicle repair shop in the MX (Mixed Use) district at 1321 Northside Drive East (Tax Parcel# S39 000097 000).
7. Public hearing and consideration of a motion to approve: **APPLICATION V 25-01-03**: Whitfield Signs requests a variance from Table 2.5.3-C of the Unified Development Code in order to place a 520.5 square foot sign on a building located at 152 Northside Drive East (Tax Parcel # MS84 000003A001).
8. Consideration of a motion to approve: **APPLICATION SUB 25-01-02**: Boro Land Consultants & Burbank Point requests a Preliminary Subdivision PLAT for an R-15 (Single-Family Residential) subdivision on approximately 43.31 acres of property on Beasley Road (Tax Parcel # MS91 000010 002).
9. Consideration of a motion to approve **Resolution 2025-05**: A Resolution to adopt the second amendment to the fiscal year 2025 budget for each fund of the City of Statesboro, Georgia, appropriating the amounts shown in each budget as expenditures/expenses, adopting the several items of revenue anticipations, and prohibiting expenditures or expenses from exceeding the actual funding appropriated.
10. Consideration of a motion to approve an award of contract to Gilbert & Associates to provide grant writing and administration services for the FY2025 Community Development Block Grant.

11. Consideration of a motion to approve an award of \$47,136.00 to the Coastal Regional Commission for rural transit grant matching funds toward the purchase of four (4) additional transit buses. This purchase is paid from TSPLOST funds.
12. Consideration of a motion to approve an award of contract in the amount of \$48,390.00 to Hero Hauler LLC for solid waste collection management software. This project will be paid for by Solid Waste Collection operating revenue.
13. Other Business from City Council
14. City Managers Comments
15. Public Comments (General)
16. Consideration of a Motion to enter into Executive Session to discuss “Personnel Matters” “Real Estate” and/or “Potential Litigation” in accordance with O.C.G.A 50-14-3(b)
17. Consideration of a Motion to Adjourn



CITY OF STATESBORO
COUNCIL MINUTES
FEBRUARY 4, 2025

Regular Meeting

50 E. Main St. City Hall Council Chambers

9:00 AM

1. Call to Order

Mayor Jonathan McCollar called the meeting to order

2. Invocation and Pledge

Mayor Pro Tem Shari Barr gave the Invocation and led the Pledge of Allegiance.

ATTENDANCE

Attendee Name	Title	Status	Arrived
Jonathan McCollar	Mayor	Present	
Tangie Johnson	Councilmember	Present	
Paulette Chavers	Councilmember	Present	
Ginny Hendley	Councilmember	Present	
John Riggs	Councilmember	Present	
Shari Barr	Mayor Pro Tem	Present	

Other staff present: City Manager Charles Penny, Assistant City Manager Jason Boyles, Public Affairs Manager Layne Phillips, City Attorney Cain Smith and City Clerk Leah Harden

3. Recognitions/Public Presentations

A) Presentation of a Proclamation recognizing February 21, 2025, as Arbor Day in the City of Statesboro and recognition of the City's participation in the Tree City USA program.

Mayor Jonathan McCollar read the proclamation recognizing February 21, 2025 as Arbor Day in the City of Statesboro and presented it to the Statesboro Tree Board.

Tree Board Chair, Shawn Diddy invited Mayor, Council, and the community to join the Tree Board at 4 pm Friday February 21st at the Food Bank for the planting of a tree for Arbor Day.

Bulloch County Chief Ranger Paul Kitchens, Ranger Nick Kloid, and Urban and Community Forestry Specialist Sam Smith with the Georgia Forestry Commission recognized the City of Statesboro's participation in the Tree City USA program and presented a flag to the City Council and the Tree Board.

4. Public Comments (Agenda Item): None

5. Consideration of a Motion to approve the Consent Agenda

A) Approval of Minutes

- a) 01-28-2025 Work Session Minutes**
- b) 01-28-2025 Council Minutes**
- c) 01-28-2025 Executive Session Minutes**

A motion was made to approve the consent agenda.

RESULT:	Approved (Unanimous)
MOVER:	Mayor Pro Tem Shari Barr
SECONDER:	Councilmember Tangie Johnson
AYES:	Johnson, Chavers, Hendley, Riggs, Barr
ABSENT:	

6. Hearing to consider a motion to revoke a massage parlor license for Lisa’s Therapeutic Massage located at 609 Brannen Street on the grounds that illegal activity has occurred at the business location. This hearing is being conducted pursuant to City of Statesboro Ordinances 18-141 and 18-143.

Mayor McCollar stated that for purposes of this hearing, Mayor and Council shall operate as a quasi-judicial body to determine if the massage parlor license should be revoked due to illegal acts occurring at Lisa’s Therapeutic Massage.

A motion was made to open the hearing.

RESULT:	Approved (Unanimous)
MOVER:	Councilmember John Riggs
SECONDER:	Mayor Pro Tem Shari Barr
AYES:	Johnson, Chavers, Hendley, Riggs, Barr
ABSENT:	

Captain Jared Akins gave a brief on the investigation conducted by the Statesboro Police Department. This particular location has been the subject of tips and confidential information that’s come in over the last two or three years all of it to this point unsubstantiated. In 2024 our impact team received information again that sexual activity was taking place under the guise of massage. Someone couldn’t just walk in and receive those services there was some key words and indicators to indicate that is what you were there for. Once they started digging into that and were able to look through some online reviews and talk to some folks they thought they had established a pattern that would enable them to go in an undercover capacity to see if there was any truth to those particular allegations. In November of last year, they equipped one of the officers with audio and video recording devices and sent that officer into the business. That officer made contact with the manager and asked to speak with a particular masseuse that he had suspicion based on the reviews and other tips may be one of the masseuse who was conducting sexual favors under the guise of doing massages. The manager informed the officer that that female was no longer working there but referred him to another employee. The officer was then escorted back to a private room and during the course of the massage, that particular masseuse conducted a sexual act on the officer. The officer made an excuse to leave immediately. All this was caught on audio and video tape. The officer briefed up the rest of the members of the impact team who went back an arrested that particular masseuse for this sexual act that she committed while doing the massage. Further investigation led them to discover that the original masseuse who was charged initially was already back on the job working there. During the course of the interview with the manager they established probable cause to arrest her for keeping a place in which sexual acts prostitution the official term was being committed. That is where we are at right now both of those individuals are still pending jurisdiction in state court. That is the brief summary of facts on how we got here.

Michael Classens a local attorney representing the applicant responded to Captain Akins summary. Ms. Hu purchased the business in December 2023 so during that period of time including the August 2023 report that was mentioned she was not the owner of the business. Other than that there haven't been any complaints substantiated against any activities in the business under my clients ownership. The charges are pending and the young woman who is alleged to have committed the act on November 14th was arrested. Ms. Hu was not there at the time and not made aware of the arrest, the next day an officer came to her and told her and she genuinely expresses shock. As soon as Ms. Hu discovered this allegation she fired the young lady. From that point on there have been no complaints. There is an allegation against the young woman for committing the act. The allegation against Ms. Hu is for maintaining a house for prostitution. The point is my client had been a law abiding business person in the city. There is an allegation against her based on the activity that the other woman did. What we have now is an allegation with a request to revoke Ms. Hu's license to operate her business in Statesboro based on an allegation that somebody else did something wrong. There is no evidence, Ms. Hu knew about it, encouraged it or hired the woman. There was not commercialization of the act that's at the heart of the allegation.

Mayor Pro Tem Shari Barr asked City Attorney Cain Smith about what their options are. City Attorney Cain Smith stated the options under the code are that the mayor and council may suspend or revoke the license or do nothing.

Councilmember John Riggs asked if the person who committed the acts was fired from the business. Captain Akins stated he has no way of knowing that, as they have not been back to the business since. It is my understanding from the manager that she had been.

Mayor Jonathan McCollar stated he is very concerned and that there is not too much that's going to go on in my house that I do not know about. Therefore, if a business owner has this going on inside of their business and they are not aware of it that raises a red flag.

Mayor Pro Tem Barr stated her concern is innocent until proven guilty and the taking away of somebody's livelihood. I would like folks to stand innocent until they have been proven otherwise.

Councilmember Tangie Johnson stated that we take on a liability if we leave it open and someone else comes in and commits those same acts we will be liable. We have to have that part in consideration as well. It's a heavy decision. But if we leave it with her in action and if other acts are done pending this investigation we are responsible.

Councilmember John Riggs stated that he agrees with both of them and asked if the license could be suspended for two weeks and a decision made at the next meeting.

Councilmember Paulette Chavers stated that we have revoked a license in the past and based on this situation and what was taking place that we follow the trend that we've been doing.

After further council discussion a motion was made to suspend the license for two weeks with final determination on February 18, 2025.

RESULT:	Approved 3-2
MOVER:	Councilmember John Riggs
SECONDER:	Mayor Pro Tem Shari Barr
AYES:	Hendley, Riggs, Barr
ABSENT:	
NAYS:	Chavers and Johnson

A motion was made to close the hearing.

RESULT:	Approved (Unanimous)
MOVER:	Mayor Pro Tem Shari Barr
SECONDER:	Councilmember John Riggs
AYES:	Johnson, Chavers, Hendley, Riggs, Barr
ABSENT:	

7. Consideration of a motion to approve Resolution 2025-04: A Resolution to abandon the 17' wide +/- alley from North Walnut Street to North Main Street which runs through Simmons Shopping Center.

A motion was made to approve Resolution 2025-04: A Resolution to abandon the 17' wide +/- alley from North Walnut Street to North Main Street which runs through Simmons Shopping Center.

RESULT:	Approved (Unanimous)
MOVER:	Mayor Pro Tem Shari Barr
SECONDER:	Councilmember Paulette Chavers
AYES:	Johnson, Chavers, Hendley, Riggs, Barr
ABSENT:	

8. Consideration of a motion to award a contract in the amount of \$106,000.00 to Fred Foley Construction, Inc. for the construction of a restroom facility for the Streets Division and a restroom facility for the Sanitation Division at Public Works. Funding will be provided by Solid Waste Collection Fund Income and 2019 SPLOST.

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RESULT:	Approved (Unanimous)
MOVER:	Mayor Pro Tem Shari Barr
SECONDER:	Councilmember Tangie Johnson
AYES:	Johnson, Chavers, Hendley, Riggs, Barr
ABSENT:	

9. Consideration of a motion to approve a sole source purchase of Opti brand Continuous Monitoring and Adaptive Control Hardware in the amount of \$49,355.00 from Opti by Aliaxis (Opti) as part of the Stormwater STM-36 project. This contract is for the hardware for the continuous monitoring and adaptive control system (CMAC) specifications to be installed as part of the Lake Sal project, as recommended by the project engineer GMC. This project is funded from 2013 SPLOST.

A motion was made to approve a sole source purchase of Opti brand Continuous Monitoring and Adaptive Control Hardware in the amount of \$49,355.00 from Opti by Aliaxis (Opti) as part of the Stormwater STM-36 project. This contract is for the hardware for the continuous monitoring and adaptive control system (CMAC) specifications to be installed as part of the Lake Sal project, as recommended by the project engineer GMC. This project is funded from 2013 SPLOST.

RESULT:	Approved (Unanimous)
MOVER:	Mayor Pro Tem Shari Barr
SECONDER:	Councilmember Ginny Hendley
AYES:	Johnson, Chavers, Hendley, Riggs, Barr
ABSENT:	

10. Other Business from City Council: None

11. City Managers Comments

City Manager Charles Penny shared that in their FYI packet there is a report from the Savannah Joint Development Authority (JDA) on the Workforce Development study that Anna Chafin with RISE presented to you last week. In addition, there is a memo in the packet about Cobblestone place requesting that the City take over within the development. The roads do not meet City standards for ROW, pavement width, and infrastructure quality. Accepting these streets would place an undue burden on the City and its resources. The reason this is being brought up is that we have a lot of development going on in our community and when we have developments we have to develop to city standards they develop roads to city standards they are developed in a way that once those roads are completed those roads can be turned over to the city. But if the a developer has an option to make them private roads and turns around and sell those properties off individually and the individuals that have purchased those properties don't necessarily know that those roads are private until they get a pothole and then they call the city and want us to fix it. Moreover, from that standpoint it becomes a buyer beware because the developer chose to develop it privately. Therefore, it becomes a tough pill and it may have been cheaper for the developer not to build the streets to city standards. In the end, our citizens are the ones that end up being the ones left holding the bag. This memo is a hard line for citizens when they say I need you to fix my street. If you bought a house on a private street that is the responsibility of the homeowners to take care of it. Council may want to change that policy but we might also require developers to build those streets to city standards. The last item is regarding the Fire district. We met with the county last Thursday to discuss the Fire District where they presented a proposal without giving our staff a chance to review it in advance. Currently the city receives 2.7 mills for property located in the five-mile district, which comes to about \$2.3 million. The proposal bottom line is that the county would like to have all those funds we currently use to pay for our firefighters. When we increased our firefighters from 48 to 69 we did all of that with the county's knowledge to protect the five mile district. The five-mile district is 96 square miles and the city is 17 square miles so the fire district constitutes 82% SFD service area and the county has been paying 30% of the cost of the operation of the fire department. What happens right now is we provide automatic aid in Bulloch County. So what that means is every time there's a fire call we have at least one engine come out of the city of Statesboro that goes into the county beyond the fire district to provide fire protection. What they've chose to do is they want to take

the funding that we use to pay for our firefighters down and use it to build up their fire stations hire their employees and then we have to find a way to pay for our people. It was a contentious meeting and you know we are willing to talk with the county but when you are negotiating, you really have to know what the answer is going to be before you start.

12. Public Comments (General):

Marshall Webster signed up to speak regarding an ethics complaint he submitted to the Mayor regarding a vote made by Councilmember Paulette Chaves on an MOU between the City of Statesboro, Habitat for Humanity and Agape Worship Center at the last meeting and the lack of an investigation being conducted.

Mayor Jonathan McCollar called on City Attorney Cain Smith for clarification.

City Attorney Cain Smith stated the complaint was received forwarded as required and that we have been in discussion about appointing a three council member investigative committee to review the matter.

13. Consideration of a Motion to enter into Executive Session to discuss “Personnel Matters” in accordance with O.C.G.A 50-14-3(b).

At 10:32 am, a motion was made to enter into executive session.

RESULT:	Approved (Unanimous)
MOVER:	Mayor Pro Tem Shari Barr
SECONDER:	Councilmember Tangie Johnson
AYES:	Johnson, Chavers, Hendley, Riggs, Barr
ABSENT:	

At 10:48 am, a motion was made to exit executive session.

RESULT:	Approved (Unanimous)
MOVER:	Councilmember Tangie Johnson
SECONDER:	Councilmember Ginny Hendley
AYES:	Johnson, Chavers, Hendley, Riggs, Barr
ABSENT:	

14. Consideration of a Motion to Adjourn

A motion was made to adjourn.

RESULT:	Approved (Unanimous)
MOVER:	Councilmember Tangie Johnson
SECONDER:	Councilmember Ginny Hendley
AYES:	Johnson, Chavers, Hendley, Riggs, Barr
ABSENT:	

The meeting was adjourned at 10:48 a.m.

Jonathan McCollar, Mayor

Leah Harden, City Clerk

CITY OF STATESBORO

COUNCIL

Tangie Johnson
Paulette Chavers
Ginny Hendley
John C. Riggs
Shari Barr



Jonathan M McCollar, Mayor
Charles Penny, City Manager
Leah Harden, City Clerk
Cain Smith, City Attorney

50 EAST MAIN STREET • P.O. BOX 348
STATESBORO, GEORGIA 30459-0348

To: Charles Penny, City Manager and Leah Harden, City Clerk

From: Cain Smith, City Attorney

Date: February 11, 2025

RE: February 18, 2025 City Council Agenda Items

Policy Issue: Consideration of a motion to revoke, suspend, or maintain the massage parlor license for Lisa's Therapeutic Massage in accordance with City Ordinances 18-141 and 18-143 due to allegations of illegal acts being performed there.

Recommendation: Revocation

Background: On November 14, 2024 Statesboro Police Department conducted an undercover operation at subject business. Chunying Hou and Jiaxiang Li were both arrested on prostitution related charges. On February 4, 2025 Council voted 3-2 to suspend the license for two weeks pending final council decision on February 18th.

Budget Impact: None

Council Person and District: Shari Barr, District 5

Attachments: Notice letter sent to business, relevant Code provisions

CITY OF STATESBORO

COUNCIL

Tangie Johnson, District 1
Paulette Chavers, District 2
Ginny Hendley, District 3
John Riggs, District 4
Shari Barr, District 5



Jonathan McCollar, Mayor
Charles Penny, City Manager
Leah Harden, City Clerk
Cain Smith, City Attorney

50 EAST MAIN STREET • P.O. BOX 348
STATESBORO, GEORGIA 30459-0348

To: Charles Penny, City Manager and Leah Harden, City Clerk

From: Justin Williams, Planning & Housing Administrator

Date: February 7, 2025

RE: February 18, 2025 City Council Agenda Items

Policy Issue: *Unified Development Code: Variance Request*

Recommendation: Planning Commission recommends approval of the Variance requested by V 25-01-01.

Background: Richard Williams requests a variance from Section 2.2.9 of the Unified Development Code in order to continue operating a vehicle repair shop in the MX (Mixed Use) district at 1321 Northside Drive East (Tax Parcel# S39 00097 000).

Budget Impact: None

Council Person and District: Johnson (District 1)

Attachments: Development Services Report V 25-01-01



City of Statesboro-Department of Planning and Development
ZONING SERVICES REPORT

P.O. Box 348
 Statesboro, Georgia 30458

(912) 764-0630
 (912) 764-0664 (Fax)

V 25-01-01 ZONING VARIANCE REQUEST	
LOCATION:	1321 Northside Drive East
EXISTING ZONING:	MX (Mixed Use)
ACRES:	0.5 acres
PARCEL TAX MAP #:	S39 0000097 000
COUNCIL DISTRICT:	District 1 (Johnson)
EXISTING USE:	Mechanic Shop
PROPOSED USE:	Mechanic Shop

PETITIONER Richard Williams
ADDRESS 1321 Northside Drive East; Statesboro GA, 30458

REPRESENTATIVE Same as Above
ADDRESS Same as Above

PROPOSAL
The applicant requests a variance from Article 2.2.9 of the Unified Development Code, in order to continue operations of a vehicle repair shop at 1321 Northside Drive East
STAFF/PLANNING COMMISSION RECOMMENDATION
<u>V 25-01-01 – CONDITIONAL APPROVAL</u>

Case # V-25-01-01

1321 Northside Drive East
Parcel: S39 000097 000

Location Map



1 inch equals 200 feet
Aerial: 2023 Eagleview



Legend

- Subject_Property
- City Limits
- Tax Parcel Lines

The boundaries depicted on this map are approximate and should be used for reference only



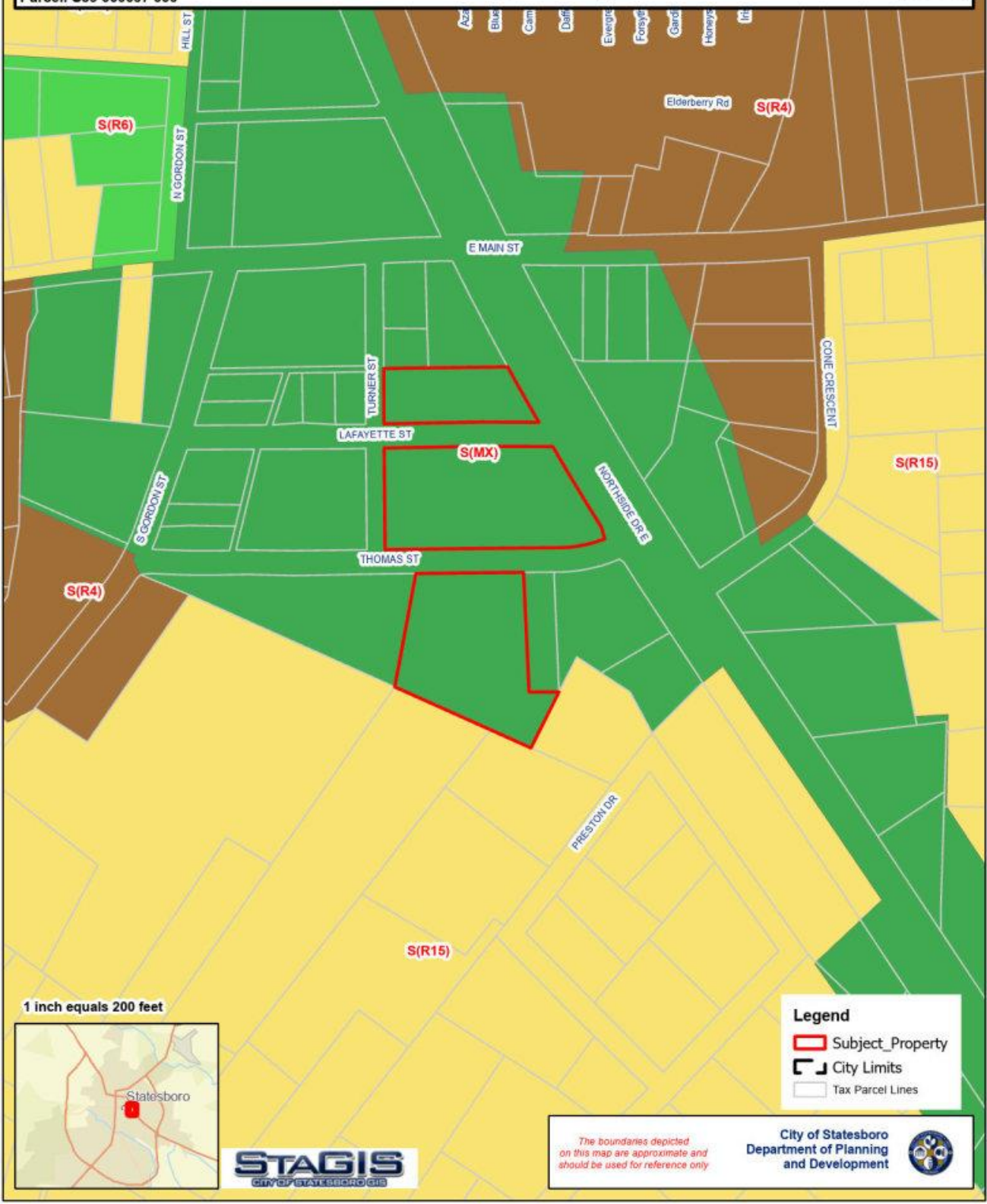
City of Statesboro
Department of Planning
and Development



Case # V-25-01-01

1321 Northside Drive East
Parcel: S39 000097 000

Zoning Map



1 inch equals 200 feet



Legend

- Subject_Property
- City Limits
- Tax Parcel Lines

The boundaries depicted on this map are approximate and should be used for reference only

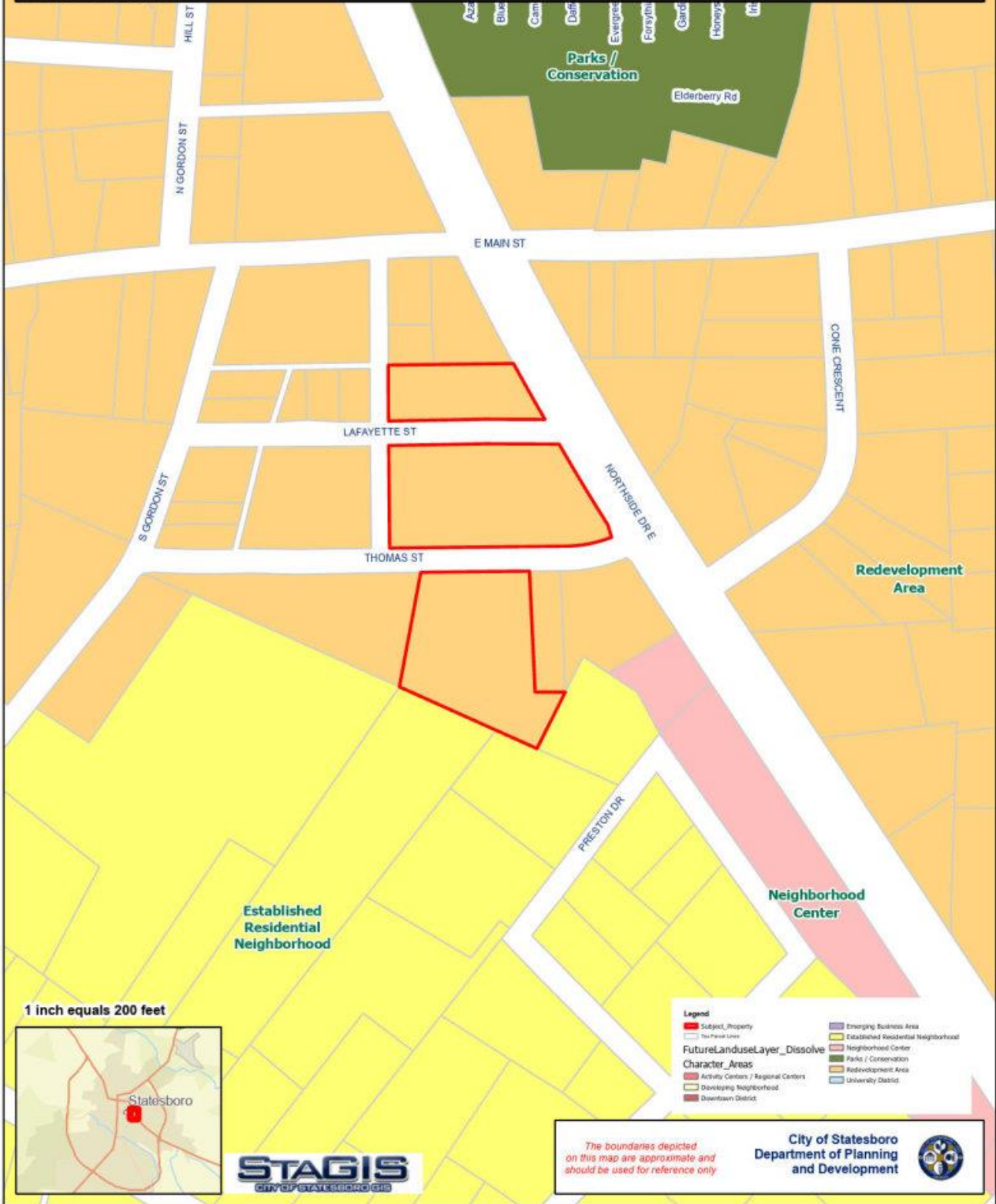
City of Statesboro
Department of Planning
and Development

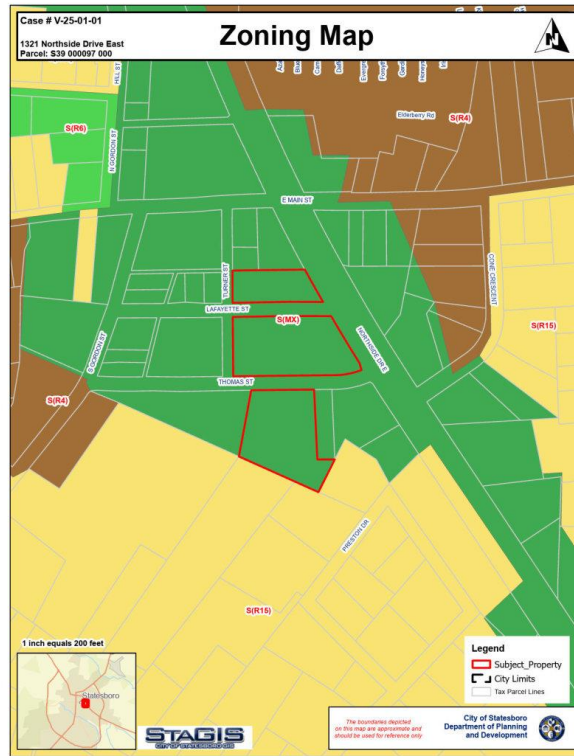


Case # V-25-01-01

1321 Northside Drive East
Parcel: S39 000097 000

Future Land Use Map





SURROUNDING LAND USES/ZONING

Location	Parcel Location & Zoning Information	Land Use
North	Location Area #1: MX (Mixed Use)	Retail Store
Northeast	Location Area #2: MX (Mixed Use)	Single-Family Dwelling
East	Location Area #3: MX (Mixed Use)	Single-Family Dwellings
Northwest	Location Area #4: MX (Mixed Use)	Retail Store
Southeast	Location Area #5: MX (Mixed Use)	Retail Store
South	Location Area #6: MX (Mixed Use)	Convenience Store
Southwest	Location Area #7: MX (Mixed Use)	Single-Family Dwelling
West	Location Area #8: MX (Mixed Use)	Retail Store

SUBJECT SITE

The subject site is a 0.5-acre lot located on Northside Drive East. This location has historically served as a vehicle repair shop but did not renew licensing for the location after 2022. Due to the lapse in time of legal operation, the applicant requires a variance from the restrictions on vehicle related service in the MX (Mixed-Use) district in order to renew licensing. This restriction is being reviewed as a potential amendment in the updates to the Unified Development Code.

The *City of Statesboro 2024 Comprehensive Master Plan* designates the subject site as a part of the “Redevelopment Area” character area, which generally calls for retrofitted older buildings and controlled vehicle access for mixed-use development.

ENVIRONMENTAL SITE ANALYSIS

The subject property is not in a special flood hazard area, and does not contain wetlands.

COMMUNITY FACILITIES AND TRANSPORTATION

There should be no substantial change in the existing traffic patterns related to the development of this site, as the site will not be changing at all from the application of the variance.

ZONING VARIANCE STANDARDS OF REVIEW

The *Statesboro Unified Development Code* provides for the award of variances by the City Council from the zoning regulations. Section 2.7.4 of the *Unified Development Code Ordinance* states that the Mayor and Council shall consider the following criteria:

- 1. There are special conditions pertaining to the land or structure in question because of its size, shape, topography, or other physical characteristic and that condition is not common to other land or buildings in the general vicinity or in the same zoning district;**
 - The development has existed in this location for a number of years, and under the former zoning code was an allowed use.
- 2. The special conditions and circumstances do not result from the actions of the applicant;**
 - The institution of the *Unified Development Code* removed this property as a by-right use (which is currently being evaluated in the amendments to the UDC). The primary cause of any issue was the lack of license renewal by the applicant.
- 3. The application of the ordinance to this particular piece of property would create an unnecessary hardship;**
 - The type of business is a long-standing use at this property and would cause no adverse effect to the surrounding neighborhood, and the UDC would completely cease this use.
- 4. Relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of the zoning regulations.**

- There would be no public detriment with this development.

In analyzing all requests, care should be taken to ensure that development remains consistent with the *Statesboro Comprehensive Plan* and the *Statesboro Zoning Ordinance* and that serve to mitigate negative effects of the use to the surrounding area's character, uses, and zones.

- The proposed use is consistent with the subject site's character area "Redevelopment Area" as stated in the *2024 Comprehensive Master Plan*, as this is an appropriately scaled commercial use.

Subject Property



Eastern Property



Western Property



Southern Property



STAFF/PLANNING COMMISSION RECOMMENDATION

Staff recommends **Approval V 25-01-01**. If this petition is approved by the Mayor and City Council, it should be subject to the applicant's agreement to the following enumerated condition(s):

- (1) Approval of this variance does not grant the right to complete any construction. All construction must be reviewed and approved by the City.

At the regularly scheduled meeting of the Planning Commission on February 4, 2025, the Commission recommended approval of the request and staff conditions with a 6-0 vote

CITY OF STATESBORO

COUNCIL

Tangie Johnson, District 1
Paulette Chavers, District 2
Ginny Hendley, District 3
John Riggs, District 4
Shari Barr, District 5



Jonathan McCollar, Mayor
Charles Penny, City Manager
Leah Harden, City Clerk
Cain Smith, City Attorney

50 EAST MAIN STREET • P.O. BOX 348
STATESBORO, GEORGIA 30459-0348

To: Charles Penny, City Manager and Leah Harden, City Clerk

From: Justin Williams, Planning & Housing Administrator

Date: February 7, 2025

RE: February 18, 2025 City Council Agenda Items

Policy Issue: *Unified Development Code: Variance Request*

Recommendation: Planning Commission recommends Denial of the Variance requested by V 25-01-03.

Background: Whitfield Signs requests a variance from Table 2.5.3-C of the Unified Development Code in order to place a 520.5 square foot sign on a building located at 152 Northside Drive East (Tax Parcel # MS84 000003A001).

Budget Impact: None

Council Person and District: Barr (District 5)

Attachments: Development Services Report V 25-01-03



City of Statesboro-Department of Planning and Development
ZONING SERVICES REPORT

P.O. Box 348
 Statesboro, Georgia 30458

(912) 764-0630
 (912) 764-0664 (Fax)

V 25-01-03 ZONING VARIANCE REQUEST	
LOCATION:	152 Northside Drive East
EXISTING ZONING:	MX (Mixed Use)
ACRES:	6.92 acres
PARCEL TAX MAP #:	MS84 000003A
COUNCIL DISTRICT:	District 5 (Barr)
EXISTING USE:	Vehicle Repair Shop
PROPOSED USE:	Vehicle Repair Shop

PETITIONER Katie Brown; Whitfield Signs
ADDRESS 31 South College Street; Statesboro GA, 30458

REPRESENTATIVE SAME AS ABOVE
ADDRESS SAME AS ABOVE

PROPOSAL
The applicant requests a variance from Table 2.5.3-C in order to place a 520.5 square foot building sign at 152 Northside Drive.
STAFF/PLANNING COMMISSION RECOMMENDATION
<u>V 25-01-03 – DENIAL</u>

Case # V-25-01-03

152 Northside Drive east
Parcel: MS8400003A001

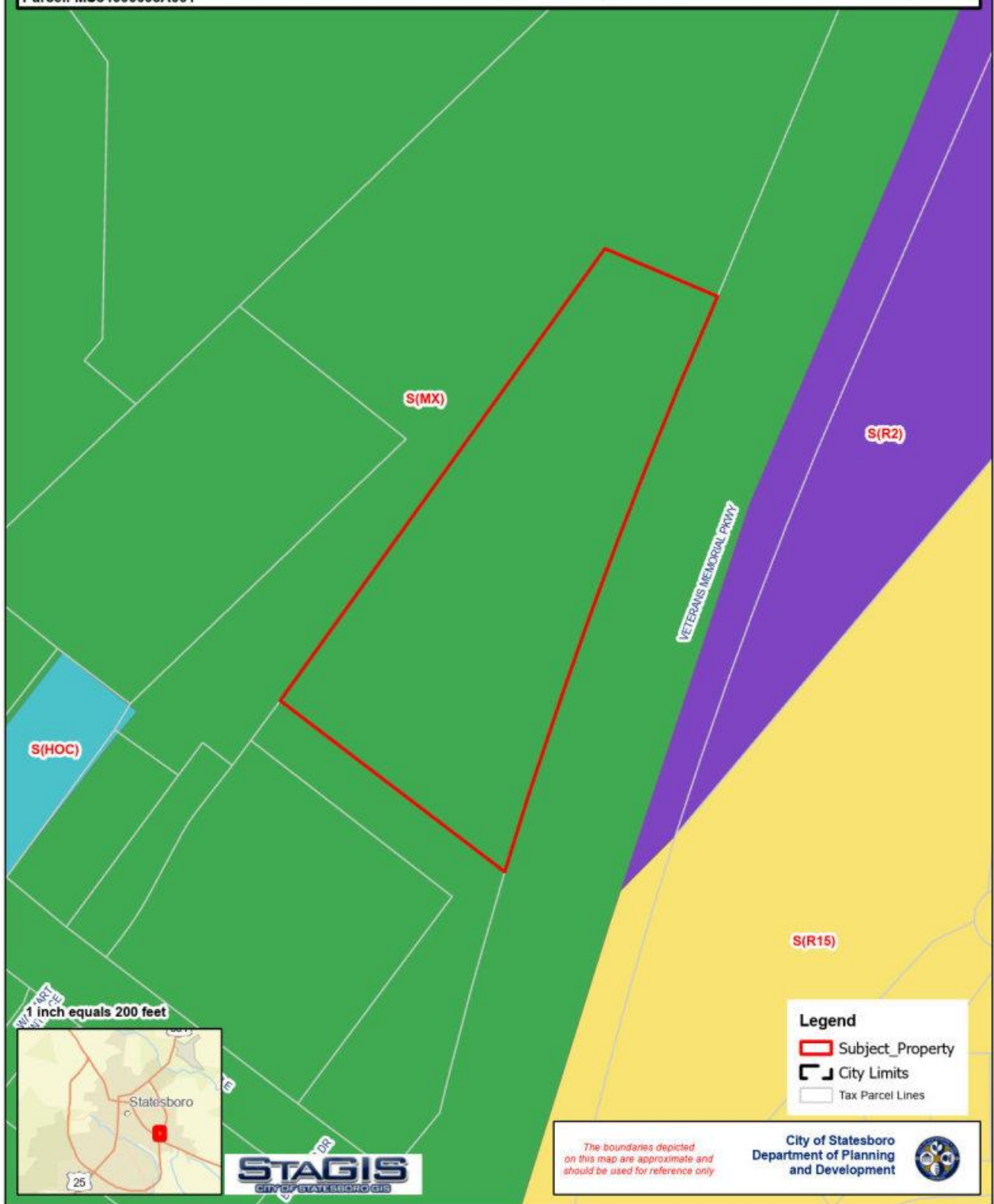
Location Map



Case # V-25-01-03

152 Northside Drive east
Parcel: MS84000003A001

Zoning Map



1 inch equals 200 feet



Legend

- Subject_Property
- City Limits
- Tax Parcel Lines

The boundaries depicted on this map are approximate and should be used for reference only

City of Statesboro
Department of Planning and Development

Case # V-25-01-03

152 Northside Drive east
Parcel: MS84000003A001

Future Land Use Map



Activity Centers /
Regional Centers

Developing
Neighborhood

VETERANS MEMORIAL PKWY

Parks /
Conservation

1 inch equals 200 feet



Legend	
Subject_Property	Emerging Business Area
The Future Lanes	Established Residential Neighborhood
FutureLanduseLayer_Dissolve	Neighborhood Center
Character_Areas	Parks / Conservation
Activity Centers / Regional Centers	Redevelopment Area
Developing Neighborhood	University District
Downtown District	

The boundaries depicted on this map are approximate and should be used for reference only

City of Statesboro
Department of Planning and Development



SURROUNDING LAND USES/ZONING

Location	Parcel Location & Zoning Information	Land Use
North	Location Area #1: MX (Mixed Use)	Vacant Land
Northeast	Location Area #2: R-2 (Townhouse Residential)	Townhouse Subdivision
East	Location Area #3: R-2 (Townhouse Residential)	Townhouse Subdivision
Northwest	Location Area #4: MX (Mixed Use)	Vacant Land
Southeast	Location Area #5: MX (Mixed Use)	Vehicle Dealership
South	Location Area #6: MX (Mixed Use)	Vehicle Repair Shop
Southwest	Location Area #7: MX (Mixed Use)	Restaurant
West	Location Area #8: MX (Mixed Use)	Vacant Land

SUBJECT SITE

The subject site is a 6.92-acre lot currently being developed as an expansion of the existing dealership as the Franklin Collision Center. The applicant intends to place a sign on the property that is substantially larger than generally allowed in sign district 2.

The *City of Statesboro 2024 Comprehensive Master Plan* designates the subject site as a part of the “Activity/Regional Center” character area, which generally calls pedestrian oriented shopping, high-density residential development, office and entertainment. It does not make distinction on signage.

ENVIRONMENTAL SITE ANALYSIS

The subject property is not in a special flood hazard area, and does not contain wetlands. At this time, the property would be restricted by the GDOT Highway for freestanding signage, but it is not contemplated on the site at this time.

COMMUNITY FACILITIES AND TRANSPORTATION

The developing property is being constructed with a direct access provided by an easement onto the property.

ZONING VARIANCE STANDARDS OF REVIEW

The *Statesboro Unified Development Code* provides for the award of variances by the City Council from the zoning regulations. Section 2.7.4 of the *Unified Development Code Ordinance* states that the Mayor and Council shall consider the following criteria:

- 1. There are special conditions pertaining to the land or structure in question because of its size, shape, topography, or other physical characteristic and that condition is not common to other land or buildings in the general vicinity or in the same zoning district;**
 - The property does not contain direct access to Veterans Memorial Parkway, as the property sits in an area with restricted ingress/egress onto the bypass.
- 2. The special conditions and circumstances do not result from the actions of the applicant;**
 - The applicant would be allowed up to 350 square feet of **total** signage on the site. Building signs specifically allow only up to 150 square feet of signage. While 350 feet as a total may be acceptable due to the building’s placement on the site, above 500 square feet is deemed excessive.
- 3. The application of the ordinance to this particular piece of property would create an unnecessary hardship;**
 - While the location and size of the building would warrant a larger square footage than traditionally allowed, the size of the signage proposed is far larger than generally acceptable in the City. For comparison, a Billboard would generally start at 300 square feet.

4. Relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of the zoning regulations.

- The sign would be isolated, but the immense size does contradict the general allowances in the ordinance by all metrics.

In analyzing all requests, care should be taken to ensure that development remains consistent with the *Statesboro Comprehensive Plan* and the *Statesboro Zoning Ordinance* and that serve to mitigate negative effects of the use to the surrounding area's character, uses, and zones.

- The proposed signage has no correlation with the subject site's character area "Activity/Regional Center" as stated in the *2024 Comprehensive Master Plan* since signage is not determined outside of the Zoning Ordinance.

Subject Property



Eastern Property



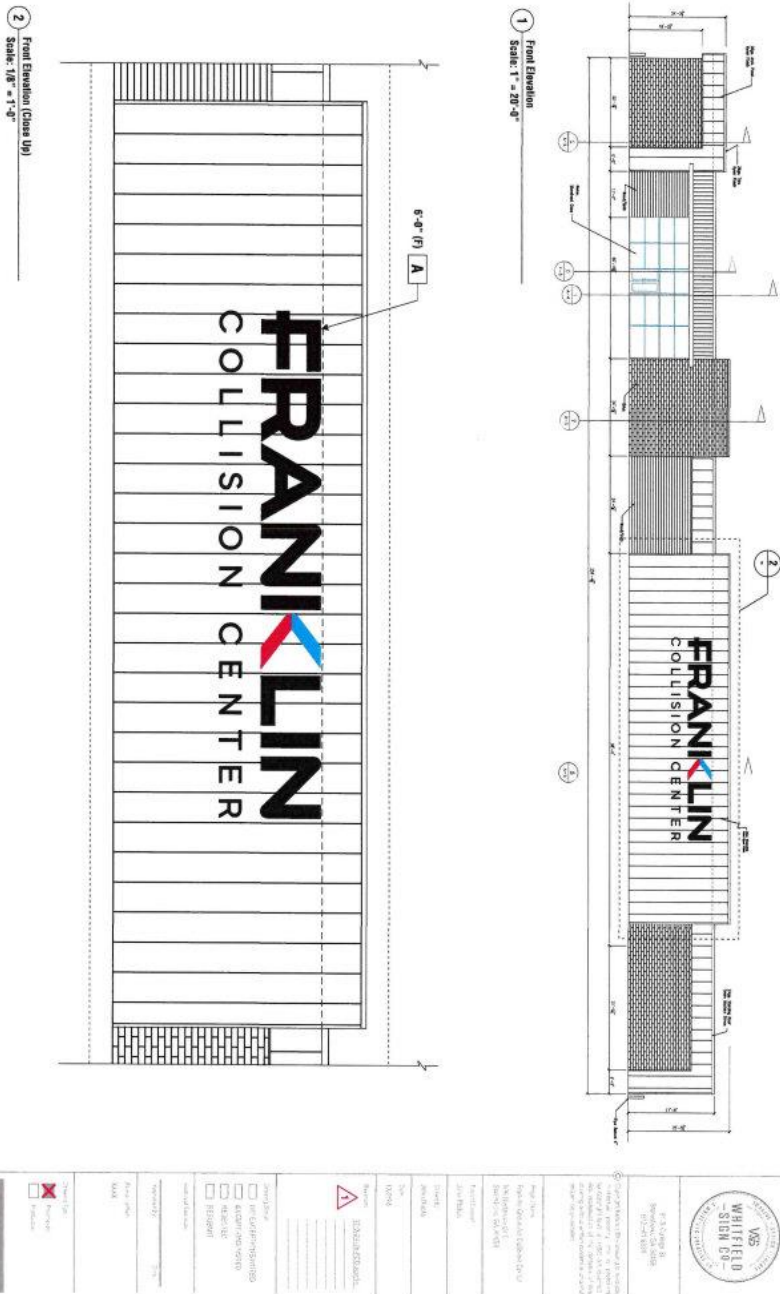
Western Property



Southern Property



Signage Example



STAFF/PLANNING COMMISSION RECOMMENDATION

Staff recommends **Denial of V 25-01-03 due to the excessive square footage of signage proposed**. If this petition is approved by the Mayor and City Council, it should be subject to the applicant's agreement to the following enumerated condition(s):

- (1) Approval of this variance does not grant the right to place signage. A completed sign application must be submitted before approval.
- (2) Additional signage may not be approved unless granted a variance, due to the square footage exceeding the allowances generally outlined in the Unified Development Code.

At the regularly scheduled meeting of the Planning Commission on February 4, 2025, the Commission recommended denial of the request and staff conditions with a 6-0 vote.

CITY OF STATESBORO

COUNCIL

Tangie Johnson, District 1
Paulette Chavers, District 2
Ginny Hendley, District 3
John Riggs, District 4
Shari Barr, District 5



Jonathan McCollar, Mayor
Charles Penny, City Manager
Leah Harden, City Clerk
Cain Smith, City Attorney

50 EAST MAIN STREET • P.O. BOX 348
STATESBORO, GEORGIA 30459-0348

To: Charles Penny, City Manager and Leah Harden, City Clerk

From: Justin Williams, Planning & Housing Administrator

Date: February 7, 2025

RE: February 18, 2025 City Council Agenda Items

Policy Issue: *Unified Development Code: Preliminary Subdivision PLAT*

Recommendation: Planning Commission recommends approval of the Preliminary Subdivision PLAT requested by SUB 25-01-02.

Background: Boro Land Consultants & Burbank Point requests a Preliminary Subdivision PLAT for an R-15 (Single-Family Residential) subdivision on approximately 43.31 acres of property on Beasley Road (Tax Parcel # MS91 000010 002).

Budget Impact: None

Council Person and District: Barr (District 5)

Attachments: Development Services Report SUB 25-01-02



City of Statesboro-Department of Planning and Development
ZONING SERVICES REPORT

*P.O. Box 348
 Statesboro, Georgia 30458*

*(912) 764-0630
 (912) 764-0664 (Fax)*

SUB 25-01-02 PRELIMINARY SUBDIVISION REQUEST	
LOCATION:	Beasley Road
EXISTING ZONING:	R-15 (One-Household Residential Residential)
ACRES:	43.31 Acres
PARCEL TAX MAP #:	MS91 000010 002
COUNCIL DISTRICT:	District 5 (Barr)
EXISTING USE:	Wooded Lot
PROPOSED USE:	Single-Family Dwellings

PETITIONER Burbank Pointe LLC & Boro Land Consultants

ADDRESS 1016 Jerry Hall Road; Statesboro GA, 30461

REPRESENTATIVE SAME AS ABOVE

ADDRESS SAME AS ABOVE

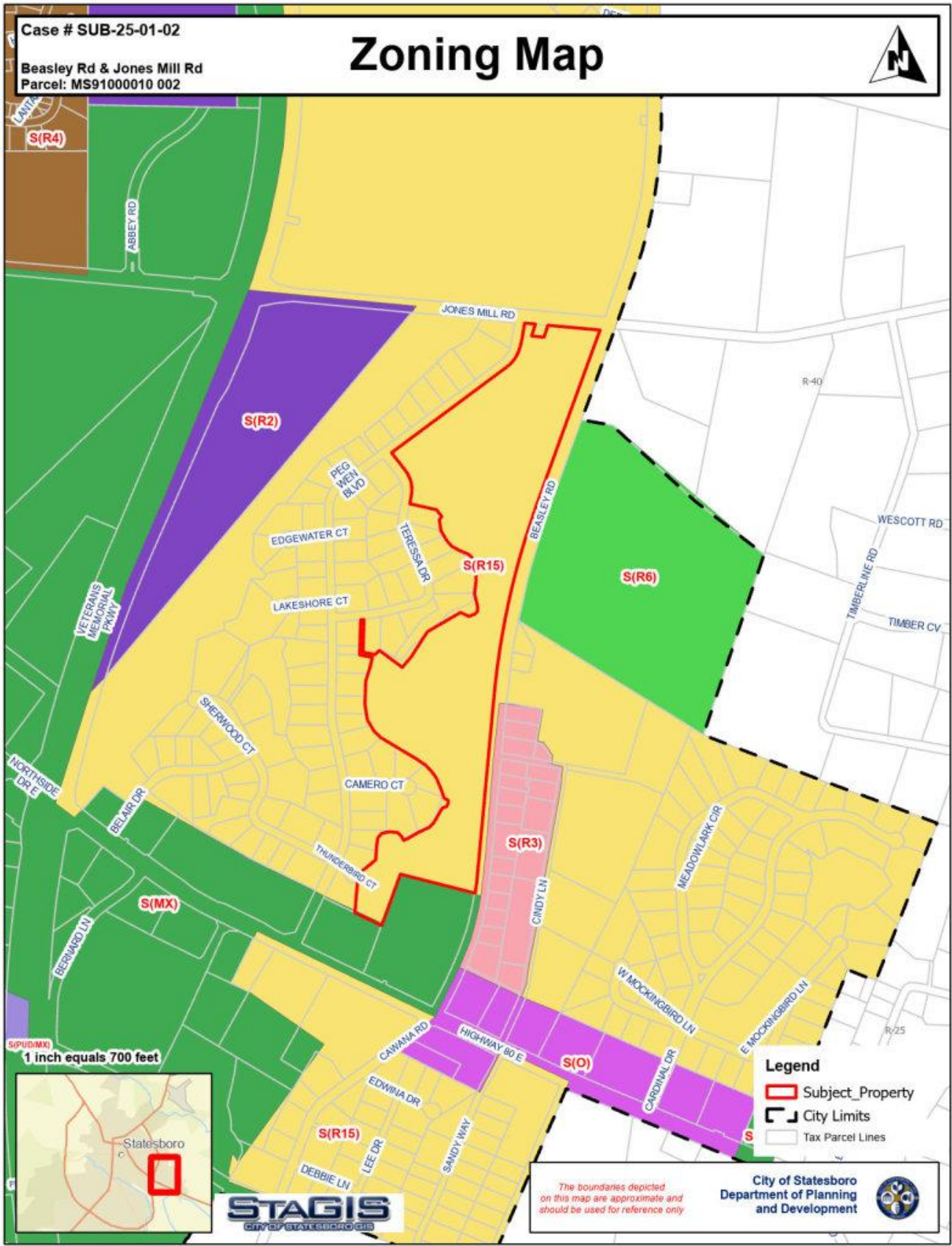
PROPOSAL
<p>The applicant requests a preliminary subdivision of approximately 43.31 acres of property to develop a group of single-family estate lots.</p>
STAFF/PLANNING COMMISSION RECOMMENDATION
<p><u>SUB 25-01-02- CONDITIONAL APPROVAL</u></p>

Case # SUB-25-01-02

Beasley Rd & Jones Mill Rd
Parcel: MS91000010 002

Location Map

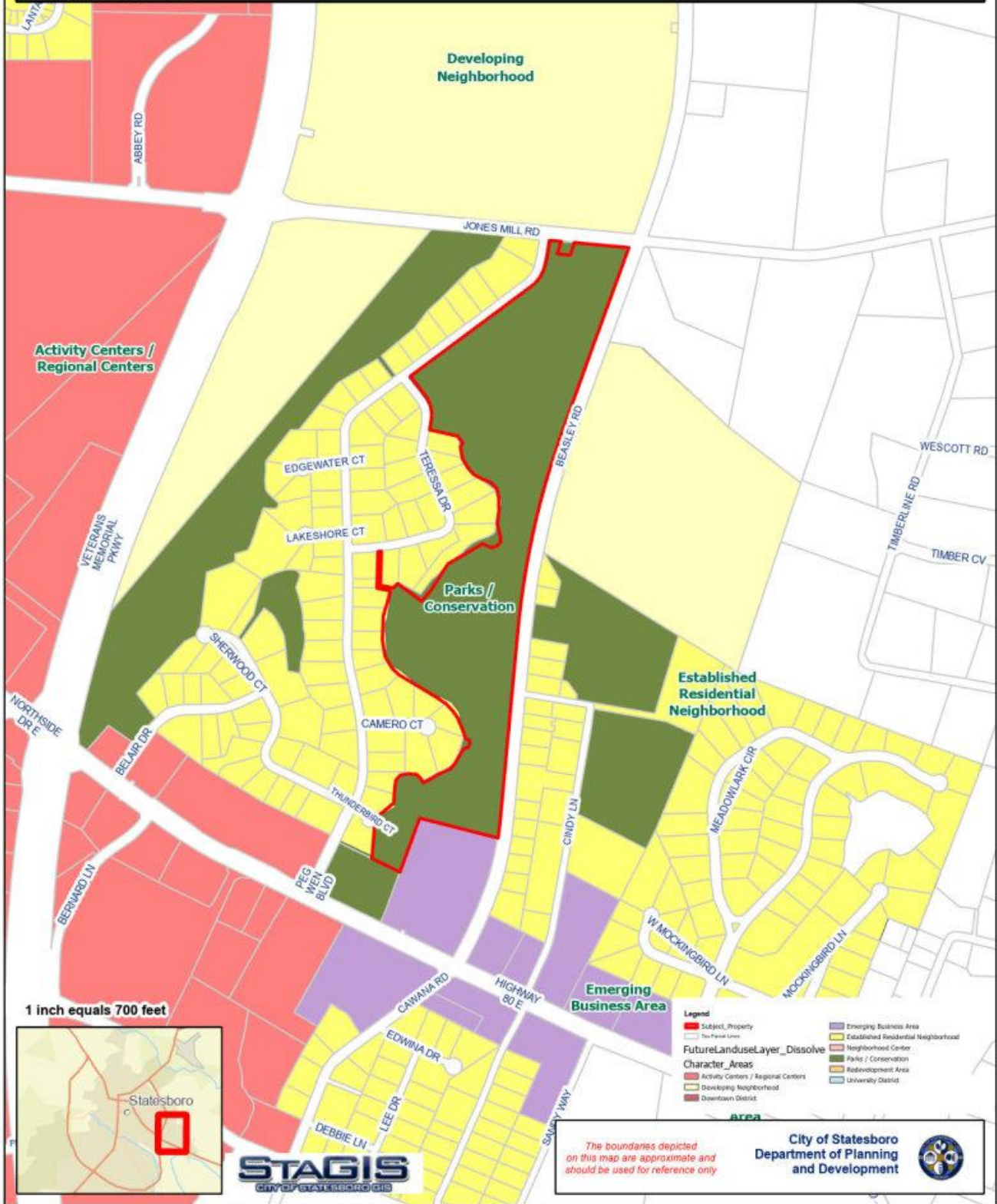




Case # SUB-25-01-02

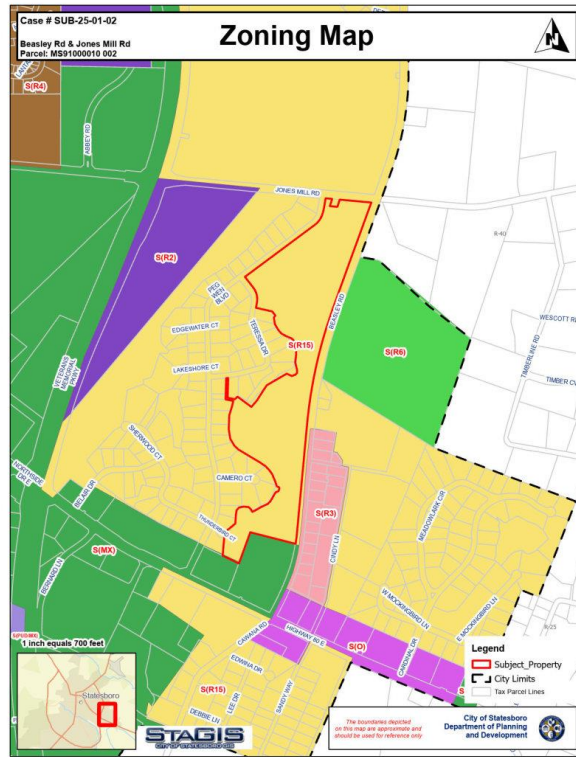
Beasley Rd & Jones Mill Rd
Parcel: MS91000010 002

Future Land Use Map



The boundaries depicted on this map are approximate and should be used for reference only.

City of Statesboro
Department of Planning and Development



SURROUNDING LAND USES/ZONING

Location	Parcel Location & Zoning Information	Land Use
North	Location Area #1: R-15 (One-Household Residential)	Single-Family Dwelling
Northeast	Location Area #2: R-15 (One-Household Residential)	Single-Family Dwelling
Northwest	Location Area #3: R-15 (One-Household Residential)	Single-Family Dwelling
East	Location Area #4: R-15 (One-Household Residential)	Single-Family Dwelling
West	Location Area #5: R-6 (One-Household Residential)	Single-Family Dwelling
Southwest	Location Area #6: O (Office & Business)	Single-Family Dwelling
Southeast	Location Area #7: MX (Mixed Use)	Medical Office
South	Location Area #8: MX (Mixed Use)	General Store

SUBJECT SITE

The subject site consists of 43.31 acres of property located on Beasley Road. The property contains a number of wetland areas, and wooded lots surrounded by the existing Bel Air estates, and the under-development Bel Air East subdivisions. The applicant proposes 52 lots on the property. The applicant is currently zoned appropriately for the development and has conferred with staff to ensure that there are appropriate provisions in place for the development.

The 2024 *City of Statesboro Comprehensive Master Plan* designates the subject site in the “Parks/Conservation” character area, which allows for low density single-family development in addition to conserved space.

ENVIRONMENTAL SITE ANALYSIS

The property contains wetlands, but the existing lot makeup will ensure minimal disturbance as well as with designs that should generally incorporate the surrounding areas natural features.

COMMUNITY FACILITIES AND TRANSPORTATION

This site has access to City of Statesboro utilities and the lots have been designed to minimize the impact on the existing street network. Not all proposed traffic in the development will flow onto Beasley Road. Generally, subdivisions would be required to ensure that sidewalks are placed on Arterial Roads, but in lieu of this the applicant has agreed to dedicate 10 feet of right-of-way to the City in order to ensure that the City can complete an already proposed bicycle/sidewalk project on Beasley Road.

Subject Property



Subject Property (North)



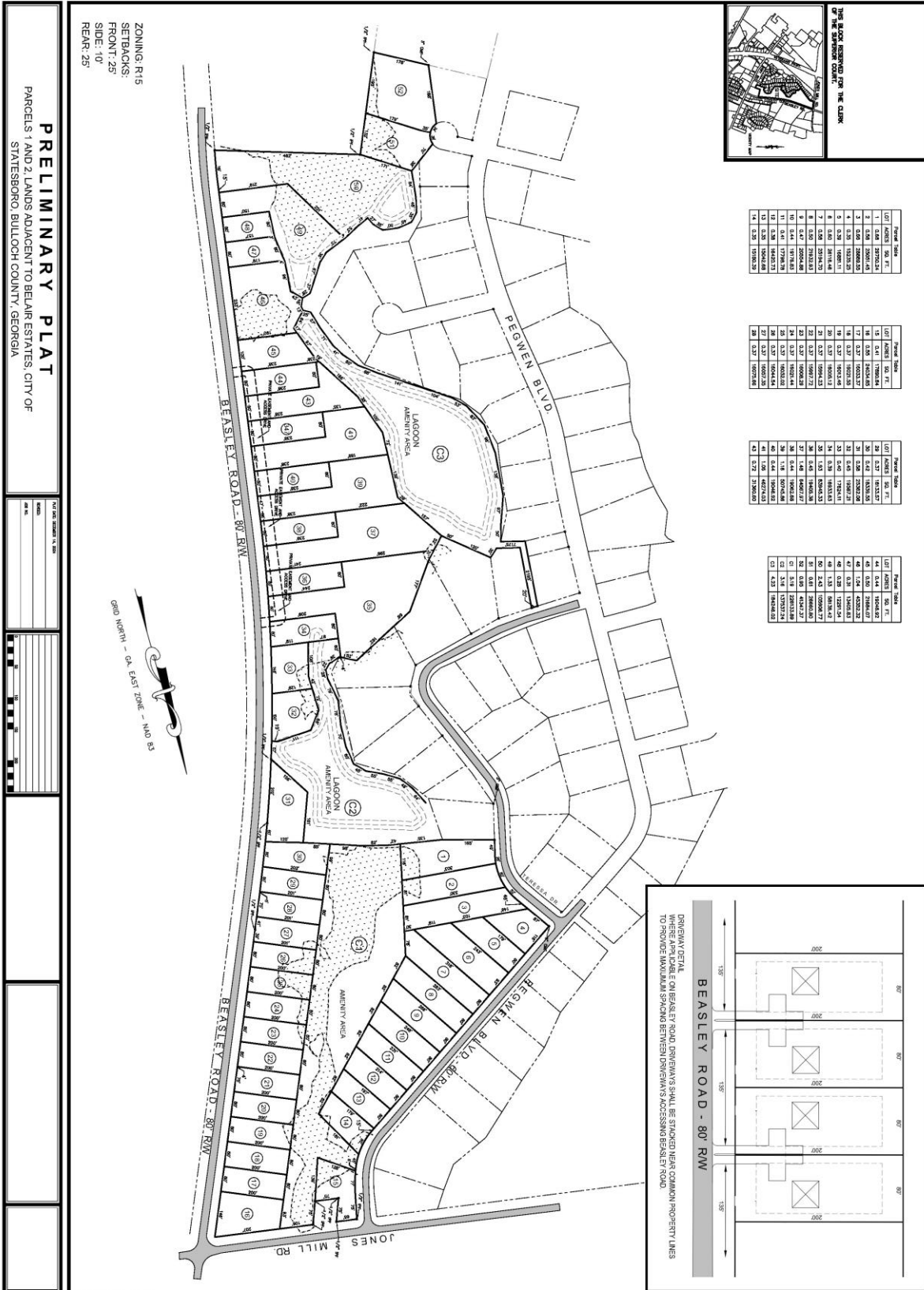
Subject Property (South)



Eastern Property



Preliminary Plat



STAFF/PLANNING COMMISSION RECOMMENDATION

Staff recommends Approval of **SUB 25-01-02**. If this petition is approved by the Mayor and City Council, it should be subject to the applicant's agreement to the following enumerated condition(s):

- (1) Approval of this Preliminary Subdivision PLAT does not grant the right to develop on the property. All construction must be approved by the City.
- (2) The final plat must meet all recording requirements of the Unified Development Code before any units may be sold in the subdivision.
- (3) The Final PLAT must show the dedication of 10 feet of right-of-way to the City for the installation of bike lanes in lieu of the required sidewalks.

At the regularly scheduled meeting of the Planning Commission on February 4, 2025, the Commission recommended approval of the request and staff conditions with a 6-0 vote.

CITY OF STATESBORO

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Paulette Chavers, District 2
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Leah Harden, City Clerk
Cain Smith, City Attorney

50 EAST MAIN STREET • P.O. BOX 348
STATESBORO, GEORGIA 30459-0348

To: Mr. Charles Penny, City Manager

From: Cindy S. West, Director of Finance

Date: February 11, 2025

RE: Second Budget Amendment

Enclosed is the Second Budget Amendment for Fiscal Year 2025. The amendment is to budget for revenues received through the year not anticipated such as Proceeds from Insurance in the General Fund, Settlement Funds in the Opioid Settlement Fund, PSCVR and LEMHWA Grants in the Multiple Grant Fund, Fire Prevention Safety Grant in the Fire Fund, Interest Revenue in the Old Register TAD Fund and 2023 TSPOST Fund, Proceeds from DCS for the CDBG Grant – EIP, GDOT Grant for Akins Boulevard, GMA Lease Pool proceeds in the Capital Improvements Program Fund, Sale of Assets in the Water and Storm Water Funds. It also appropriates the amounts shown in each fund as expenditures or expenses for unexpected, but approved purchases throughout the year. I recommend the approval of the proposed budget amendment.

RESOLUTION 2025-05: A RESOLUTION TO ADOPT THE SECOND AMENDMENT TO THE FISCAL YEAR 2025 BUDGET FOR EACH FUND OF THE CITY OF STATESBORO, GEORGIA, APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES/EXPENSES, ADOPTING THE SEVERAL ITEMS OF REVENUE ANTICIPATIONS, AND PROHIBITING EXPENDITURES OR EXPENSES FROM EXCEEDING THE ACTUAL FUNDING APPROPRIATED

THAT WHEREAS, sound governmental operations require a Budget in order to plan the financing of services for the residents of the City of Statesboro; and

WHEREAS, Title 36, Chapter 81, Article 1 of the Official Code of Georgia Annotated (OCGA) requires a balanced Budget for the City's fiscal year, which runs from July 1st to June 30th of each year; and

WHEREAS, the Mayor and City Council have reviewed a proposed Second Amendment to the Budget from the City Manager that includes some revenues/financing sources and expenditures/expenses not anticipated in the original Budget, and carries forward funding and appropriations for some projects and equipment budgeted in the previous fiscal year, but not purchased by fiscal year-end; and

WHEREAS, each of these funds is a balanced budget, so that anticipated revenues and other financial resources for each fund equal the proposed expenditures or expenses and any transfers; and

WHEREAS, the Mayor and City Council wish to adopt this Second Budget Amendment for Fiscal Year 2025;

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Statesboro, Georgia as follows:

Section 1. That the proposed changes to the budget, attached hereto as Attachment #1 and incorporated herein as a part of this Resolution, are hereby adopted as the Second Budget Amendment for the City's Fiscal Year 2025 Budget.

Section 2. That the several items of revenues, other financial resources, and sources of cash shown in the budget amendment for each fund in the amounts shown anticipated are hereby adopted; and that the several amounts shown in the budget amendment for each fund as proposed expenditures or expenses, and uses of cash are hereby appropriated to the departments and agencies named in each fund, as amendments to the existing Budget previously adopted.

Section 3. That the "legal level of control" as defined in OCGA 36-81-2 is set at the departmental level, meaning that the City Manager in his capacity as Budget Officer is authorized to move appropriations from one line item to another within a department, but under no circumstances may expenditures or expenses exceed the amount

appropriated for a department without a further budget amendment approved by the Mayor and City Council.

Section 4. That all appropriations shall lapse at the end of the fiscal year.

Section 5. That this Resolution shall be and remain in full force and effect from and after its date of adoption.

Adopted this 18th day of February, 2025.

CITY OF STATESBORO, GEORGIA

By: Jonathan M. McCollar, Mayor

Attest: Leah Harden, City Clerk

ATTACHMENT #1

FY 2025 SECOND BUDGET AMENDMENT

100 General Fund:

- Increase in Revenues for Proceeds from Insurance by \$144,130
- Increase Expenditures in Clerk Department for Vehicle Allowance by \$8,400
- Increase in Expenditures in Finance Department for Finance Consulting by \$11,700
- Increase Expenditures in Legal Department for Vehicle Allowance by \$8,400
- Increase Expenditures in Customer Service Department for Utility Assistance by \$10,000
- Increase Expenditures in Police Administration for Contract Labor/Services by \$45,000
- Increase Expenditures in Public Works Administration for Cleaning Services by \$3600
- Increase Expenditures in Streets Department for Overtime by \$15,000
- Increase Expenditures in Streets Department for Repair & Maintenance-Labor/Sublet by \$21,000
- Increase Expenditures in Parks Department for Art Lease-Art Park by \$23,900

Net effect on Fund is: Decrease in Fund Balance by \$2,870.

210 Confiscated Assets Fund:

- No Changes

Net effect on Fund is: None.

213 Opioid Settlement Fund:

- Increase in Revenues for Settlement Funds by \$21,230

Net effect on Fund is: Increase in Fund Balance by \$21,230.

221 CDBG Fund:

- No Changes

Net effect on Fund is: None.

224 US Department of Justice Grant:

- No Changes

Net effect on Fund is: None.

230 ARPA Fund:

- Increase in Expenditures for Construction – Foodbank by \$250,000
- Increase in Expenditures for Security Enhancement Incentive Program by \$17,875
- Increase in Expenditures for Transfer to 2019 SPLOST by \$300,000

Net effect on Fund is: Decrease in Fund Balance by \$567,875.

250 Multiple Grants Fund:

- Increase in Revenues for PSCVR Grant by \$153,500
- Increase in Revenues for COPS LEMHWA Grant by \$29,674
- Increase in Expenditures for Police for PSCVR Grant Purchased Services by \$153,500
- Increase in Expenditures for Police for COPS LEHMWA Grant Purchased Services by \$29,674
- **Net effect on Fund is: None.**

270 Statesboro Fire Service Fund:

- Increase in Revenues for Fire Prevention Safety Grant by \$8,100
- Net effect on Fund is: Increase in Fund Balance by \$8,100.**

271 South Main TAD Fund:

- No Changes
- Net effect on Fund is: None.**

272 Old Register TAD Fund:

- Increase in Revenues for Interest by \$1,200
- Net effect on Fund is: Increase in Fund Balance by \$1,200**

275 Hotel/Motel Fund:

- No Changes
- Net effect on Fund is: None.**

286 Technology Fee Fund:

- No Changes
- Net effect on Fund is: None.**

323 2013 SPLOST Fund:

- No Changes
- Net effect on Fund is: None.**

324 2018 TSPLOST Fund:

- Increase in Expenditures for ENG-122p Brannen Sidewalk Gentilly to Clairborne by \$6,000
- Net effect on Fund is: Decrease in Fund Balance by \$6,000.**

325 2019 SPLOST

- Increase in Revenue for Transfer in from ARPA by \$300,000
 - Increase in Revenue for Reimbursement from EDA Grant by \$30,460
- Net effect on Fund is: Increase in Fund Balance by \$330,460.**

326 2023 TSPLOST

- Increase in Revenue for Interest by \$150,000

Net effect on Fund is: Increase in Fund Balance by \$150,000.

341 CDBG Grant Fund

- Increase in Revenue for Proceeds from DCA by \$12,750
- Increase Expenditure for General Admin-CDBG by \$12,750

Net effect on Fund is: None.

344 LMIG – Akins Boulevard

- Increase in Revenue for GDOT Grants Traffic Project by \$408,600
- Increase Expenditures for ENG-138 Akins Boulevard by \$408,600

Net effect on Fund is: None.

350 Capital Improvements Program Fund:

- Increase Revenue for Proceeds from GMA Lease Pool by \$158,270
- Increase Expenditures for PRK-36 Dump Truck by \$95,795
- Increase Expenditures for ST-74 Replacement Truck by \$62,475

Net effect on Fund is: None.

505 Water and Sewer Fund:

- Increase Revenue for Sale of Assets by \$9,200
- Increase Expenditures for Repair & Maintenance Pump Station by \$23,375

Net effect on Fund is: Decrease in Cash of \$14,175.

507 Storm Water Fund:

- Increase in Revenue for Sale of Asset by \$135,300
- Increase Expenditures for Engineering Fees by \$11,850

Net effect on Fund is: Increase in Cash of \$123,450.

515 Natural Gas Fund:

- No Changes

Net effect on Fund is: None.

541 Solid Waste Collection Fund:

Commercial Division

- No Changes

Residential Division

- No Changes

Rolloff Division

- No Changes

Yardwaste Division

No Changes
Net effect on Fund is: None.

542 Solid Waste Disposal Fund:

- No Changes

Net effect on Fund is: None.

601 Health Insurance Fund:

- No Changes

Net effect on Fund is: None.

602 Fleet Management Fund:

- No Changes

Net effect on Fund is: None.

604 Wellness Fund:

- No Changes

Net effect on Fund is: None.

605 Central Service Fund:

- No Changes

Net effect on Fund is: None.

CITY OF STATESBORO

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Jonathan McCollar, Mayor
Charles Penny, City Manager
Leah Harden, City Clerk
Cain Smith, City Attorney

50 EAST MAIN STREET • P.O. BOX 348 • STATESBORO, GEORGIA 30459-0348

To: Charles Penny, City Manager and Leah Harden, City Clerk

From: Justin Williams, Planning and Housing Administrator

Date: February 11, 2025

RE: February 18, 2025

Policy Issue: Grant Application

Recommendation: Staff recommends to award a contract to Gilbert & Associates to provide grant writing and administration services for the FY2025 Community Development Block Grant.

Background: After meeting with the Georgia Department of Community Affairs (DCA) as a part of GICH Senior Year, Staff solicited a Request for Qualifications for grant administration services in order to apply for the Community Development Block Grant. Following receipt of a single submittal on January 24, 2025 the City evaluation committee reviewed the proposal and have selected Gilbert & Associates for recommendation of award. Due to the single bid, DCA must approve the sole source request.

Budget Impact: \$6,375 for submission from Planning Budget. If awarded, 7% of grant award for administration, and \$3,200 project delivery costs per unit (up to 9) to be paid by CDBG grant funds. Total of \$105,175.

Council Person and District: All

Attachments: Resolution



GEORGIA DEPARTMENT
of COMMUNITY AFFAIRS

February 12, 2025

The Honorable Jonathan McCollar
Mayor, City of Statesboro
50 East Main Street
Post Office Box 348
Statesboro, Georgia 30459-0348

Re: Pending 2025 Community Development Block Grant (CDBG)
Sole Source Approval – Gilbert & Associates

Dear Mayor McCollar:

Our Department is approving the City's request for Grant Writing and Administration "sole source" services regarding the aforementioned potential CDBG project. CDBG payments for professional services are subject to the "competitive negotiation" requirements of **24 CFR 570.489(g)**. As such, our approval was based on the City's evidenced compliance with the following requirements:

- Advertised the opportunities for the required 30 days;
- Solicited proposals from at least seven (7) known firms;
- Received only one response;
- Provided established reasons for contractual recommendations; and,
- Obtained an opinion from the City's Attorney stating the procurement methodology met applicable laws.

Per the CDBG Recipients Manual, compliance with the Build America, Buy America Act (BABA) must be spelled out in agreements for services, construction contracts, and procurement contracts. In the future, please ensure a statement similar to the following is included in all advertisements resulting in a contract; "This project is subject to the Build America, Buy America Act, enacted as part of the Infrastructure Investment and Jobs Act. The domestic content procurement preference requires that all iron, steel, manufactured products, and construction materials used in covered infrastructure projects are produced in the United States (Buy America Preference)".

Should the City have questions regarding this matter, please feel free to contact Brittney Hickom, Compliance Officer, at either Brittney.Hickom@dca.ga.gov or (470) 698-8166.



The Honorable Jonathan McCollar
February 12, 2025
Page Two

Sincerely,

Kathleen Vaughn

Kathleen Vaughn, Director
Office of Community Development

KV/bh

cc: Justin Williams, Planning & Housing Administrator



February 11, 2025

PARTIES: City of Statesboro
Gilbert+Associates, Inc.

SUBJECT: Professional Services
Grants Planning and Management,

RE: **2025 Community Development Block Grant (CDBG)
CDBG Application Grant Writing and Administration Services**

PROFESSIONAL SERVICES
GRANTS PLANNING AND MANAGEMENT

Whereas, the City of Statesboro desires to engage Gilbert+Associates, Inc. (G+A) to provide professional grant planning and management services for a 2025 CDBG for housing revitalization activities; and,

Whereas, G+A desires to provide such services and warrants that it possesses the capabilities to satisfactorily render said services as described in “Exhibit A”; and

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties hereto do agree as follows:

Compensation:

Pre-Award Services: G+A shall perform grant planning services, including online submission of the 2025 CDBG grant application. Therefore, G+A shall be compensated in a lump sum fee of \$6,375, with one-half (\$3,187.50) to be paid upon contract execution and the remaining one-half (\$3,187.50) to be paid upon grant application submission.

Post-Award Services: Contingent upon a 2025 CDBG grant award, G+A shall perform grant management services during the grant period and shall be compensated therefore in a lump sum fee equal to 7% of the CDBG award amount and a \$3,200.00 Project Delivery Fee (PDF) per housing rehab unit.

G+A shall submit monthly invoices for grant management services, which invoices shall be due within fifteen (15) days of submission. Any amount remaining unpaid after thirty (30) days shall accrue late payment charges of 1.5 percent per month until paid.

- A. **Time of Performance:** G+A shall begin preparing the online CDBG Application immediately. The completed online CDBG application will be submitted no more than 5 days after receipt of final rehab write-ups, cost estimates, and property photos to be provided by the City’s Housing Consultant and receipt of all documentation requested from the City.

G+A respectfully requests that all final documentation be provided on or before March 26, 2025. The completed online CDBG application will be submitted on or before the April 4, 2025, deadline.

Post-Award grant management services will commence immediately upon notification of said award and continue until the Department of Community Affairs (DCA) officially closes the project.

IN WITNESS WHEREOF, the parties have entered into this agreement on this INSERT DATE of February 2025.

CITY OF STATESBORO

By: _____
Jonathan McCollar, Mayor

GILBERT+ASSOCIATES, INC.

By: _____
Rhonda Gilbert, President

EXHIBIT A
SCOPE OF SERVICES

1. **Term:** The effective date of this contract shall be the date of execution. Tasks shall be undertaken and pursued in appropriate sequence for expeditious completion and submission of all required documents in accord with the project timelines. Project management services shall commence immediately upon notification of grant award and continue until the project is officially closed by the granting agency.
2. **Relationship:** The relationship of G+A to the City of Statesboro shall be that of an independent Consultant rendering professional services. G+A shall have no authority to execute contracts or make commitments on behalf of the City of Statesboro, and nothing contained herein shall be deemed to create the relationship of employer and employee or principal and agent between the City of Statesboro and G+A.
3. **Description of Services:** G+A shall provide project advisory, management, and monitoring services for program activities funded by the grant. G+A services shall include, but not be limited to:
 - A. Preparing and submitting the 2025 CDBG on-line application; and
 - B. Assisting the City of Statesboro and affected parties comply with CDBG requirements and other applicable laws and regulations. While G+A is knowledgeable of such matters, both parties acknowledge and agree that the City of Statesboro should confer with its attorney for legal advice; and
 - C. Coordinating submission of required documents with the City of Statesboro, staff, and affected parties; and
 - D. Serving as liaison on behalf of the City of Statesboro with DCA; and
 - E. Preparation and submittal of the Environmental Assessment following CDBG Environmental requirements; and
 - F. Reviewing and approving all project-related invoices for grant payment/reimbursement based on information and documentation provided by the City of Cochran. As part of this requirement, the City of Statesboro agrees to provide monthly expenditure documentation (check copies and invoices) for all project-related invoices regardless of funding source; and
 - G. Preparing periodic reports and requests for drawdown of funds necessary to meet program guidelines and project expenditures; and

- H. Preparing and maintaining fiscal records and reports that comply with applicable DCA audit standards; and
- I. Assisting in implementing other special purpose services to support the project and G+A's agreed-upon services. This action includes drafting the required correspondence between the City of Statesboro and DCA.
- J. G+A shall not at any time supervise, direct, control, or have authority over any contractor work, nor shall G+A have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor or the safety precautions and programs incident thereto, for security or safety at the Site, nor for any failure of a contractor to comply with Laws and Regulations applicable to such contractor's furnishing and performing of its work.
- K. G+A shall not be responsible for the acts or omissions of others, including any Legal Counsel, Consulting Lead Inspection Firm, Consulting Architect/Engineer, Contractor, Subcontractor, or Supplier, or any of their agents or employees or of any other persons (except G+A's own agents and employees) during project design or implementation.

Additional Services:

Project Management: Should the project exceed the grant period as set by the granting agency, G+A will complete the project by addendum to this contract and/or G+A will continue to provide grant management services at its standard hourly rate of \$175.00/hour until the grant is officially closed by DCA.

4. City of Statesboro Responsibilities

- 1. The City of Statesboro is responsible for following DCA regulations governing DCA-financed projects.
- 2. The City of Statesboro is responsible for following local and state laws governing public works construction projects.
- 3. The City of Statesboro shall provide G+A all criteria and full information for the application.
- 4. The City of Statesboro shall pay all costs for advertisements, engineering, housing work write-up, legal, and other project-related expenses.
- 5. Upon award, the City of Statesboro shall provide G+A copies of all project-related financial information not less than monthly, including:

- A. CDBG Bank Statements and cancelled check copies.
 - B. All project related invoices and check copies paid with Local and/or other Funding Sources.
5. **Non-Discrimination:** G+A agrees it shall not discriminate against any person in the provision of any services or in any terms or conditions of employment on the basis of political affiliation, race, color, religion, national origin, sex, age, disability, or handicap, and will comply with all applicable federal and state laws, rules, regulations, and guidelines prohibiting discrimination.
6. **Indemnification:** The City of Statesboro agrees to hereby indemnify and hold G+A harmless from any claims arising from, or related to, any act or omission by any City of Statesboro staff, person, or entity acting on its behalf.
7. **Termination:** This contract may be terminated in whole or part in writing by either party whereby not less than thirty (30) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate is provided to the respective party.

During a termination event, the City of Statesboro shall immediately pay G+A any unpaid amount for grant management services, as specified above.

8. **Entire Agreement; Modification:** (a) This writing contains the parties' entire Agreement, and no representations are made or relied upon by either party other than those expressly set forth. (b) No modifications, amendment, waiver, termination, or discharge hereof shall be binding upon either party unless executed in writing by said parties.

CITY OF STATESBORO



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50 EAST MAIN STREET • P.O. BOX 348
STATESBORO, GEORGIA 30459-0348

To: Charles Penny, City Manager
Jason Boyles, Assistant City Manager

From: John Washington, Director – Public Works and Engineering

Date: February 10, 2025

RE: Recommendation of Bus Purchase for SAT Expansion

Policy Issue: Purchasing

Recommendation:

Staff recommends approval of purchasing four (4) buses in the amount of \$47,136.00 to expand the Statesboro Area Transit System and authorize the Mayor to proceed with procurement of the products listed:

Statesboro Area Transit Buses:

5311 Vehicle – Starcraft Sterillite/Ford Chassis	
Quantity: 4	
Rate: \$11,784	
	TOTAL: \$47,136.00

Background:

To get the equivalent desired capacity for SAT ridership, the City has requested to add additional buses to meet the capacity that was included in the City's Transit Implementation Plan. This expansion is due to increased customer demand and increased TSPLOST funding for transit services. As required by the Georgia Department of Transportation (GDOT), the local match must be paid upfront to secure the necessary funding before proceeding with vehicle procurement. Adding additional buses will reduce wait times and increase ridership and efficacy.

Budget Impact:

The City of Statesboro will provide the 10% local match for capital costs based on program funding developed by CRC. Funding will be from 2023 TSPLOST Funds.

Council Person and District:

All Districts represented

Attachment: GDOT Invoice for Bus Purchase



Coastal Regional Commission

1181 Coastal Drive SW
Darien GA 31305

(912) 514-1593

Invoice

City of Statesboro
Attention: Accounts Payable
P O Box 348
Statesboro GA 31459

01/29/2025

Invoice #: 7954 Order #:

Description: 4 SAT buses for Expansion

Total Amount Due

\$47,136.00

Due upon receipt. If you have any questions, please contact Josh Kato, Transportation
Fiscal Analyst, at (912)514-1610



INVOICE

Invoice# INV-014159

Balance Due
\$47,136.00

Bill To
Coastal RC
1181 Coastal Drive, SW
Darien, GA 31305

Invoice Date: 01.21.2025
Reference: 5311 Vehicle(s) 10% Local Match
PI#: T008226

#	Description	Qty	Rate	Amount
1	T008226 - 5311 Vehicle - Starcraft Starlite/Ford Chassis	4.00	11,784.00	47,136.00
			Sub Total	47,136.00
			Total	\$47,136.00
			Balance Due	\$47,136.00

PLEASE RETURN BOTTOM PORTION WITH YOUR PAYMENT

Coastal RC

Invoice Number	INV-014159
Invoice Date	01.21.2025
Amount Due	\$47,136.00

Make all checks payable to:
Georgia Department of Transportation
P.O. Box 931831
Atlanta, GA 31193-1831

Make payments by ACH or Wire to:
Routing# - 121000248
Account# - 29794840000000006

Make online payments:
Customer ID: 467866000007937281
Billing Zip: 31305
www.e-billexpress.com/ebpp/GDOT

CITY OF STATESBORO



COUNCIL

Tangie Johnson, District 1
Paulette Chavers, District 2
Ginny Hendley, District 3
John Riggs, District 4
Shari Barr, District 5

Jonathan McCollar, Mayor
Charles Penny, City Manager
Leah Harden, City Clerk
I. Cain Smith, City Attorney

50 EAST MAIN STREET • P.O. BOX 348
STATESBORO, GEORGIA 30459-0348

To: Charles W. Penny, City Manager
Jason Boyles, Assistant City Manager

From: John Washington, P.E., R.L.S., Director of Public Works and Engineering
Marcos Trejo, P.E., Assistant Director of Public Works

Date: August 19, 2024

RE: Approval to Purchase Solid Waste Operations Management Software

Recommendations:

Staff recommends award of a contract to Hero Hauler LLC., in the amount of \$48,390.00 for solid waste operations management software. This cost includes \$44,390.00 base fee plus a \$4,000 data transfer fee.

Background:

The City is experiencing an increase in development and subsequent population growth as evidenced by the number of and size of permitted developments within the last year. The Public Works and Engineering Department has been monitoring the rate of development to create a plan to expand its services to all new residents in an effective and efficient manner. One of the needs identified by the department is to add a solid waste operation management software which will provide for an efficient and effective expansion of commercial, residential, yard waste, and roll-off services to existing and future customers. This software will centralize all customer account information, route optimization, streamline billing and allow for automated service request.

With this software, staff will be able to oversee and promptly adjust routes and optimize response times. Additionally, customer requests and complaints can be monitored, assessed, assigned and completed in a timely manner.

Budget impacts:

The cost of this software will be paid by solid waste collection fund revenues.

Council Person and District:

All

Attachments:

Hero Hauler Proposal



**City of Statesboro
Request For Proposals
CHECKLIST**

RFP Project Number: 2024-541-01

RFP Title: Solid Waste Collection Operation Management Software FY 2024

RFP Deadline: Friday, January 31, 2025 at 3:00 P. M.

Date: 1/26/2025

Representative's Name: Mark Hoadley

Title: CEO

Official Company Name: Hauler Hero

Company's Mailing Address:

Company's Contact Number: +1 (347) 656-0111

Email address: mark@haulerhero.com

Signature of Authorized Representative: *Mark Hoadley*

Number of Addenda Received: 1

Checklist of item(s) needed to accompany bid documents:

1. <input checked="" type="checkbox"/> Two (2) Copies of RFP Submissions	7. <input type="checkbox"/> Minority Female Business Enterprise (MFBE) Grid Form
2. <input checked="" type="checkbox"/> Georgia Security and Immigration Compliance Act	8. <input type="checkbox"/> Minority Female Business Enterprise (MFBE) Affidavit
3. <input checked="" type="checkbox"/> Affidavit Verifying Status for City Public Benefit Application	9. <input type="checkbox"/> Bid Bond
4. <input checked="" type="checkbox"/> Contractor Affidavit (E-Verify)	10. <input checked="" type="checkbox"/> Non-Collusion Affidavit of Prime Bidder/Subcontractor
5. <input checked="" type="checkbox"/> Bid Form	11. <input checked="" type="checkbox"/> Certification Regarding Debarment Suspension, and other Responsibility Matters
6. <input checked="" type="checkbox"/> Bid Table	12. <input checked="" type="checkbox"/> Receipt of Addenda (if any)

**Description and Scope:**

The Public Works and Engineering Department of the City of Statesboro is in the process of upgrading its operational capabilities across various lines of business. These include Automated Residential, Curbside Yard Waste Pickup, Commercial Front Load Collection, and Roll off Industrial Collection. The primary goal is to leverage cutting-edge technology to elevate customer service standards, enhance operational efficiency, streamline routing and dispatch processes, facilitate billing procedures, and effectively manage performance metrics for the Collections Systems. At present, the department operates with one (1) roll-off truck, five (5) knuckle boom loaders, three (3) commercial front-end trucks, and three (3) residential side-arm trucks on a daily basis. It is anticipated that the fleet size will expand significantly over the next few years to accommodate the growing demands of the city. The specifications outlined in the requirements document represent the minimum standards set forth by the City of Statesboro's Public Works, and it is imperative that the selected vendor delivers high-quality software and services within the stipulated timeframe. Any deviations or exceptions to the specified requirements must be clearly communicated by the vendor to ensure full compliance with the department's needs and expectations. The department is committed to embracing innovation and technological advancements to enhance its operational capabilities and deliver exceptional services to the residents of Statesboro.

SPECIFICATION AND REQUIREMENTS

The successful vendor system must have the following capabilities:

Customer Portal:

- Allow prospective and repetitive customers to set up roll off accounts online
- Online application can be used on any iOS or Android device
- Customers have the ability to request a new order by selecting an active job site, container size, and placement instructions
- System will provide customer with specific pricing through the mobile application
- Orders will need to be approved or denied by appropriate Solid Waste Staff
- Customers can view a history of current and previous orders
- The application must be able to be linked to the City of Statesboro's website
- Ability to create customer profiles, jobsites, and work orders
- Set-up customers and jobsite specific pricing
- Run reports to measure productivity and efficiency of current operations
- Dispatcher must be able to see current status of the work order, assigned, in progress, and completed. Dispatcher must be able to make real time changes or edit work orders



- Route optimization tools for various lines of business to include residential collection and front-end collection

Asset Management

- Serial number to be verified each time a container is picked up or moved
- Show a complete container history and which driver hauled the container
- Must have a container aging report showing the last time it was serviced, customer information, and how long it's been at current location
- Container inventory dashboard showing how many containers are available and storage yard where the containers are currently
- Driver must be able to access instructions for work order to include:
 - Turn by turn directions to the jobsite
 - Container placement once on job site
 - Ability to send text or call once driver is on the way
 - Capture customers signature
 - Enter weight ticket from landfill into work order
 - Take pictures and upload into work order any issues that may need to be noted

Billing System

- Batch invoicing functionality.
- Capability for invoices to be printed or sent to customers email addresses.

Information Technology and GIS Integration

- Ability to integrate information between vendor and City of Statesboro GIS.
- Live map that shows all current work orders and containers in service.
- Technical specifications from developer required to run software
- Domain integration requirements
- Advanced analytical capabilities
- Creation of dashboards and other information tools
- Provide live-map dispatch.
- GPS tracking of drivers.
- In Cab-Driver App
 - System must have capabilities to install a paperless work flow to drivers thru a tablet or phone and the ability to send live messages or adjust work flow daily thru the system. Ability to have electronic DVR online for pre and post trip safety inspection.

**Requirements To Be Addressed in Your Proposal**

- Implementation must begin within 20 days of a notice to proceed
- Implementation must be completed within 30 days once it is commenced
- Technical support and contact person(s) for software
- Contract period for a three (3) year contract subject to annual renewals provided all prices, terms and conditions remain unchanged and the vendor is in agreement
- The City reserves the right to re-solicit at the end of any one (1) year period.
- Acceptance of annual payments
- Prices contained herein will remain firm

Criteria for Scoring: (Please be sure to supply detailed information on all evaluation criteria list below 1-4)

1. Experience providing similar services to municipalities (30 pts.)
2. Approach and user difficulty of software (30 pts.)
3. Cost to complete project and renewal fees (30 pts.)
4. Submittal of all required documentation (30 pts.)
5. (Insurance, E-verify, MFBE, Signed forms, etc.) (10 pts.)

The scoring will contain two phases with the initial one consisting of a numerical Scoring average (ex. 89/100). After this stage a ranking order will be established to determine the top-ranked contractor for recommendation (all averages will be turned into an order of rank from all committee members). For example, the top-ranked contractor could have an average ranking of 1.5 while the next one attained a lower rank of 2.

Required Submittals:

1. Copy of active insurance policy with the following limits as a minimum
 - a. 2 million dollars aggregate and 1 million per incident
2. Workers Compensation as required by the State of Georgia
3. E-verify form signed
4. Addendums signed, if issued
5. Non-Collusion Affidavit
6. MFBE form and MFBE grid
7. 5% Bid Bond, no personal checks
8. Completed sealed RFP package



With extensive experience serving municipalities, we've proudly partnered with cities like Madison, Georgia, and Redlands, California, to streamline waste management operations. Our proven expertise ensures tailored solutions that meet the unique needs of each community.

2. Approach and user difficulty of software

At Hauler Hero, we prioritize creating software that is intuitive, accessible, and purpose-built for the waste management industry. Our approach focuses on empowering users with tools that are easy to navigate while maintaining the robust functionality required to optimize operations. We understand that technology can be daunting for teams accustomed to traditional methods, so we design our software with a user-first philosophy to ensure adoption across all levels of expertise.

Key Features of Our User-Centered Approach

1. Simplicity Without Compromise

Hauler Hero's platform is designed to streamline even the most complex processes. Our clean, modern interface ensures that users can easily locate features and complete tasks with minimal training. This intuitive design means your team can focus on running efficient operations rather than troubleshooting technology.

2. Tailored for Waste Management

Unlike generic software, Hauler Hero is built specifically for residential, commercial, and roll-off waste management. This specialization allows us to create workflows and features that directly align with industry needs, reducing unnecessary complexity and maximizing productivity.

3. Role-Based Accessibility

We understand that different team members have unique responsibilities. Hauler Hero offers role-based dashboards and permissions, ensuring that users see only the information and tools relevant to their job. This not only simplifies navigation but also enhances data security.

4. Driver Tablet App for Seamless Operations

Hauler Hero includes a dedicated tablet app for drivers, designed to be used during waste collection operations. This app enhances efficiency, communication, and accuracy by providing:

- **Turn-by-Turn Directions:** Drivers receive precise navigation to the job site, ensuring timely arrivals.
- **Job Site Instructions:** The app provides specific container placement details to avoid errors and ensure compliance with customer requirements.



- **Communication Tools:** Drivers can send text messages or make calls directly from the tablet to notify customers when they're on the way.
 - **Customer Signatures:** The app captures customer signatures digitally, streamlining documentation and eliminating paperwork.
 - **Weight Ticket Entry:** Drivers can input weight tickets from the landfill directly into the work order for real-time updates.
 - **Photo Uploads for Issues:** Any operational challenges, such as blocked access or damaged containers, can be documented with photos and notes uploaded to the work order.
5. **Accessible Anytime, Anywhere**
As a cloud-based solution, Hauler Hero is accessible from any device with an internet connection. Our mobile-friendly design ensures that drivers, dispatchers, and managers can seamlessly collaborate in real-time, whether they're in the office or out in the field.
6. **Comprehensive Onboarding and Support**
To minimize user difficulty, we provide thorough onboarding tailored to your team's needs. This includes hands-on training sessions, video tutorials, and an extensive knowledge base. Our dedicated Customer Success team ensures that users have ongoing access to assistance, helping them resolve challenges quickly and effectively.
7. **Continuous Improvement**
We actively listen to feedback from our customers to refine and improve our software. Regular updates are informed by real-world use cases, ensuring that our platform evolves to meet the changing needs of haulers and municipalities like the City of Statesboro.

Proven Results

Hauler Hero's commitment to ease of use has been a cornerstone of our 200%+ year-over-year growth. With 100+ customers across six time zones, including municipalities and private haulers, our software has proven to be both accessible and highly effective.

By choosing Hauler Hero, the City of Statesboro will gain a partner committed to reducing user difficulty and providing powerful, user-friendly tools, including our driver tablet app, to empower your team and deliver peak operational efficiency.

3. Cost to complete project and renewal fees



Hauler Hero offers transparent and predictable pricing tailored to your operational needs. Below is a detailed breakdown of the costs associated with implementing and maintaining Hauler Hero software, including subscription fees and a one-time implementation cost.

Subscription Fees

- **Managed Truck Fee:** Hauler Hero operates on a per-truck subscription model.
 - **Cost:** \$260 per managed truck per month
 - **Billing Cycle:** Quarterly in advance
-

Implementation and Data Migration

A one-time implementation fee ensures a seamless onboarding process, including system setup, data migration, training, and post-go-live support.

- **Implementation Cost:**
 - \$6,950 (one-time fee) for remote remote training, setup & go-live support
 - Additional \$4,000 option for 2 days onsite support
 - Hauler Hero can also provide data migration services optionally
 - \$200 per hour for data structuring and import services OR
 - \$1,500 one-time fee to import through Excel template
 - City of Statesboro would be required to populate the Excel template
 - Data cannot be imported through the template unless City of Statesboro has formatted and structured the data according to Hauler Hero's data requirements

The implementation includes:

1. **Discovery and Planning**
 - Define business objectives
 - Review current processes
 - Create a tailored project plan
2. **Execution and Go-Live**



- System configuration tailored to your daily operations
 - Online training sessions for key team members
 - Remote support during the go-live period (3 weeks post-launch)
- 3. Transition to Success**
- Handoff to a Customer Success Manager for ongoing support
 - Access to continued training and feature updates
- 4. Data Migration**
- Migration of operational data, such as customer details, routes, AR balances, and payment tokens
 - Validation and review of migrated data before go-live
-

Driver Tablet App

The Hauler Hero Driver Tablet App, included in the subscription fee, ensures streamlined operations for drivers:

- Turn-by-turn navigation to job sites
 - Job-specific instructions (e.g., container placement)
 - Ability to notify customers when en route (via text or call)
 - Tools to capture signatures, upload photos, and log landfill weight tickets
 - Integration with work orders for accurate documentation
-

Renewal Fees

- **Subscription Renewal:** At the end of each subscription period, renewal fees will be based on the number of managed trucks. At the conclusion of the first 3-year term, renewal will be subject to an uplift of 10%; annual renewals thereafter will be subject to inflationary adjustments.
 - **Support and Updates:** The subscription includes ongoing access to system updates, customer support, and your assigned Customer Success Manager.
-

4. Submittal of all required documentation

5. (Insurance, E-verify, MFBE, Signed forms, etc.)