April 18th, 2017 5:30 pm

- 1. Call to Order by Mayor Jan J. Moore
- 2. Invocation and Pledge of Allegiance by Councilman Phil Boyum
- 3. Recognitions/Public Presentations
 - A) Robert Seamans, Streets & Parks Superintendent, obtained his certification as an ISA Certified Arborist Municipal Specialist.
- 4. Public Comments (Agenda Item):
- 5. Consideration of a Motion to approve the Consent Agenda
 - A) Approval of Minutes a) 04-04-2017 Council Minutes
- 6. Consideration of a Motion to Approve Cathy Shriver as one of the two (2) City appointees to the Bulloch County Board of Health.
- 7. Public Hearing and Consideration of a Motion to Approve: <u>APPLICATION # V 17-03-03</u>: Habitat for Humanity requests a variance from Article VII-B Section 703-B(B) of the Statesboro Zoning Ordinance regarding the minimum front yard setback requirement for .17 acres of property located at 305 Institute Street in the R8 (Single-Family Residential) zoning district (Tax Parcel S20 000002A 000).
- 8. Public Hearing and Consideration of a Motion to Approve: <u>APPLICATION # V 17-03-04</u>: Habitat for Humanity requests a variance from Article VII-B Section 703-B(D) of the Statesboro Zoning Ordinance regarding the minimum rear yard setback requirement for .17 acres of property located at 305 Institute Street in the R8 (Single-Family Residential) zoning district (Tax Parcel S20 000002A 000).
- 9. Public Hearing and Consideration of a Motion to Approve: APPLICATION # V 17-03- 02: The Downtown Statesboro Development Authority requests a variance from Article VI Section 603(A)(3)(b)of the Statesboro Zoning Ordinance regarding the minimum side yard setback requirement for roughly .10 acres of property located at 11 West Inman Street in the R4 (High Density Residential District) zoning district (Tax Parcel S19 000040 000).
- 10. Public Hearing and Consideration of a Motion to Approve: <u>APPLICATION # CUV 17-03-01</u>: Justine Taylor requests a conditional use variance from Article IV of the Statesboro Zoning Ordinance for .4 acres of property located at 13 West Moore Street to utilize the property as a community living arrangement facility (Tax Parcel # S16 000060 000).

- 11. Consideration of a Motion to approve **Resolution 2017-16:** A Resolution appointing Steve Hotchkiss, Director of Natural Gas, as the voting delegate on the Municipal Gas Authority of Georgia's Election Committee and Robert Cheshire, Deputy City Manager, as the alternate voting delegate.
- 12. Consideration of a Motion to award a contract to Omnicom Consulting Group in the amount of \$60,000 for the provision of professional radio consulting services for a public radio system. This contract will be funded from the general operations fund of the City of Statesboro and shall be contingent on receiving letters of financial commitment from the Bulloch County Board of Commissioners, the Bulloch County Board of Education and Georgia Southern University.
- 13. Consideration of a Motion to approve **Resolution 2017-17**: A Resolution approving the Right of Way License Agreement between Mobilitie, LLC and the City of Statesboro.
- 14. Other Business from City Council
- 15. City Managers Comments
- 16. Public Comments (General)A) Loretta Taylor request to speak with Council regarding utility billing policy
- 17. Consideration of a Motion to enter into Executive Session to discuss "Potential Litigation" in accordance with **O.C.G.A.§50-14-3 (2012)**
- 18. Consideration of a Motion to Adjourn

CITY OF STATESBORO



Phil Boyum, District 1 Sam Jones, District 2 Jeff Yawn, District 3 John Riggs, District 4 Travis L. Chance, District 5



Jan J. Moore, Mayor Randy Wetmore, City Manager Robert Cheshire, Deputy City Manager Sue Starling, City Clerk I. Cain Smith, City Attorney

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

To: Randy Wetmore, City Manager

From: Jason Boyles, Director of Public Works and Engineering

Date: 4/11/17

RE: Recognition of Robert Seamans for Obtaining Certification as

ISA Certified Arborist Municipal Specialist

Policy Issue: Personnel

Recommendation:

Recognition of Robert Seamans by myself and Wesley Parker, Statesboro Tree Board Chairman, at the April 18, 2017 city council meeting for accomplishment of obtaining certification as an ISA Certified Arborist Municipal Specialist.

Background:

The International Society of Arboriculture (ISA) is the premier arboriculture organization worldwide that promotes the professional practice of arboriculture and fosters a greater public awareness of the benefits of trees. accomplishes this through education and outreach programs and by certification programs for arboriculture professionals. ISA's certification programs are recognized by agencies across the United States and worldwide as the standard in arboriculture. Robert Seamans has previously obtained the ISA Certified Arborist certification and recently received certification as an ISA Certified Arborist Municipal Specialist. This certification distinguishes ISA Certified Arborist recipients for their dedication and proficiency in urban forestry. The experience requirements to sit for this exam are broad and include communication skills, public relations, administration, risk management, arboricultural practices, and policy planning in a municipal setting. Less than 3% of ISA Certified Arborists have this certification and there are only 11 people with this certification in Georgia. Having staff with this certification and level of experience in their profession is a tremendous asset to the City of Statesboro.

Budget Impact: None

Council Person and District: N/A

Attachments: None

Georgia Municipal Association City of Excellence • Certified City of Ethics Telephone: (912) 764-5468 • Fax: (912) 764-4691 • email: cityhall@statesboroga.net



CITY OF STATESBORO Council Minutes April 04, 2017

A regular meeting of the Statesboro City Council was held on April 4th, 2017 at 9:00 a.m. in the Council Chambers at City Hall. Present were Mayor Jan J. Moore, Council Members: Phil Boyum, Sam Lee Jones, Jeff Yawn, John Riggs and Travis Chance. Also present were City Manager Randy Wetmore, Deputy City Manager Robert Cheshire, City Clerk Sue Starling and City Attorney Cain Smith.

The meeting was called to order by Mayor Jan J. Moore.

The Invocation and Pledge of Allegiance was led by Councilman Travis Chance

Public Comments (Agenda Item): None

Mayor Moore and Councilman John Riggs announced the guest appearance of 2 representatives from our sister city in Italy. They gave a performance on their musical instruments.

Councilman Riggs left the meeting at 9:10am.

Consideration of a Motion to approve the Consent Agenda

- A) Approval of Minutes
 - **a) 03-21-2017 Council Minutes**
- B) Consideration of a motion for the surplus and disposal of vehicles and equipment in the Public Works & Engineering Department.
- C) Consideration of a Motion to Accept the Memorandum of Understanding (MOU) between Georgia Southern University, the City of Statesboro, and the Bulloch County Sheriff's Department pursuant to the Georgia Mutual Aid Act

Councilman Yawn made a motion, seconded by Councilman Jones to approve the consent agenda in its entirety. Councilman Boyum, Jones, Yawn and Chance voted in favor of the motion. The motion carried by a 4-0 vote.

Public Hearing and Consideration of a Motion to Approve Alcohol License Application:

A) Southern Billiards & Burgers Inc. DBA Cowboys Pub & Grub James H Rushing Jr. 200 Lanier Drive Suite 2

Statesboro Ga 30458

Councilman Boyum made a motion, seconded by Councilman Chance to open the public hearing. Councilman Boyum, Jones, Yawn and Chance voted in favor of the motion. The motion carried by a 4-0 vote.

No one spoke for or against the request.

Councilman Yawn made a motion, seconded by Councilman Chance to close the public hearing. Councilman Boyum, Jones, Yawn and Chance voted in favor of the motion. The motion carried by a 4-0 vote.

Councilman Boyum made a motion, seconded by Councilman Chance to approve the alcohol application for Southern Billiards and Burgers. Councilman Boyum, Jones, Yawn and Chance voted in favor of the motion. The motion carried by a 4-0 vote.

Consideration of a Motion to approve an application for Sec.6-17(d) exemptions to the open container prohibition

A) Eagle Creek Brewing Company

Councilman Chance made a motion, seconded by Councilman Yawn to approve the application for exemptions to the open container prohibition for Eagle Creek Brewing Company. Councilman Boyum, Jones, Yawn and Chance voted in favor of the motion. The motion carried by a 4-0 vote.

Consideration of a Motion to approve <u>Resolution 2017-15:</u> A Resolution to appoint Mr. Tom Peterson as the Administrative Judge to preside over the alcohol license violation hearings.

Councilman Yawn made a motion, seconded by Councilman Boyum to approve **Resolution 2017-15:** A Resolution to appoint Mr. Tom Peterson as the Administrative Judge to preside over the alcohol license violation hearings. Councilman Boyum, Jones, Yawn and Chance voted in favor of the motion. The motion carried by a 4-0 vote.

Consideration of a Motion to Approve Award of Contract to Ellis Wood Contracting for the City Street Resurfacing FY 2017 Project. Ellis Wood Contracting's bid was in the amount of \$569,800.00, based on unit price extensions, however, the Engineering Division requests approval to spend up to the budgeted amount of \$644,078.00 in order to resurface additional street mileage.

Councilman Boyum made a motion, seconded by Councilman Yawn to award a Contract to Ellis Wood Contracting for the City Street Resurfacing FY 2017 Project. Ellis Wood Contracting's bid was in the amount of \$569,800.00, based on unit price extensions, however, the Engineering Division requests approval to spend up to the budgeted amount of \$644,078.00 in order to resurface additional street mileage. Councilman Boyum, Jones, Yawn and Chance voted in favor of the motion. The motion carried by a 4-0 vote.

Other Business from City Council

Councilman Jones commended Justin Daniels on his presentation of the GIS program. He also stated he had concerns because he was told by Mr. Wetmore that he was not invited to the department head meeting.

Mayor Moore stated the budget retreat would be held on April 14, 2017 at City Hall. She also reminded everyone of the strategic planning meetings that are being scheduled to be held at Pittman Park, Board of Education and possibly GSU. The time and dates will vary as notification will be sent out.

City Managers Comments

City Engineer Brad Deal stated the City will be installing a 4 way stop sign at Brampton Avenue and Bermuda Run.

Public Comments (General)

- A) Erica Pierno, Event Coordinator with GSU Film Club
- B) Carrie Howard request to address Council

Erica gave an overview of the festivities of the Campus Movie Fest which will run April 5-11 on Georgia Southern Campus, with the Finale on April 13th at the Averitt Center.

Ms. Carrie Howard addressed Mayor and Council with concerns regarding trash, street lights, water services and Police involvement at the Whitesville Community Park.

Consideration of a Motion to Adjourn

Councilman Yawn made a motion, seconded by Councilman Chance to adjourn the meeting. Councilman Boyum, Jones, Yawn and Chance voted in favor of the motion. The motion carried by a 4-0 vote.

The meeting was adjourned at 10:00 am.

CITY OF STATESBORO

COUNCIL
Phil Boyum
Sam Lee Jones
Jeff Yawn
John C. Riggs
Travis L. Chance



Jan J. Moore, Mayor Robert Cheshire, P.E., Deputy City Manager Sue Starling, City Clerk

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

To: Randy Wetmore, City Manager and Sue Starling, City Clerk

From: Candra Teshome, Planning & Development Specialist

Date: April 10, 2017

RE: April 18, 2017 City Council Agenda Item

Policy Issue: Statesboro Zoning Ordiance: Variance Requests

Recommendation: Staff recommends approval of the variances requested by applications V 17-03-03 and V 17-03-04.

Background: Habitat for Humanity requests a variance from Article VII-B Section 703-B(B) and Article VII-B Section 703-B(D) of the Statesboro Zoning Ordinance regarding the minimum front yard and rear yard setback requirements for .17 acres of property located at 305 Institute Street in the R8 (Single-Family Residential) zoning district (Tax Parcel S20 000002A 000).

Budget Impact: None

Council Person and District: Sam Jones (District 2)

Attachments: Development Services Report V 17-03-03 and V 17-03-04



City of Statesboro-Department of Planning and Development

DEVELOPMENT SERVICES REPORT

P.O. Box 348 Statesboro, Georgia 30458 (912) 764-0630 (912) 764-0664 (Fax)

V 17-03-03 & V 17-03-04 VARIANCE REQUESTS 305 INSTITUTE STREET

LOCATION: 305 Institute Street

Request for a variance from Article VII-B Section 703-B(B) and request for a variance from Article VII-B Section 703-B(D) to reduce the minimum front yard setback requirement

REQUEST: to 15 feet and to reduce the rear yard

setback requirement to 7.3', respectively, for .17 acres of property located at 305 Institute Street in the R8 (Single-Family Residential)

zoning district.

APPLICANT: Habitat for Humanity

OWNER(S): Habitat for Humanity

ACRES: .17 acres

PARCEL TAX

S20 000002A 000

COUNCIL

DISTRICT: 2 (Jones)



PROPOSAL:

The subject site is currently vacant and zoned R8 (Single-Family Residential) and Habitat for Humanity is proposing the construction of one (1) single-story, single-family dwelling (See **Exhibit A**—Location Map and **Exhibit G**—Photos of Subject Site and Surrounding Area). Article VII-B Section 703-B regulates the area, width and yard requirements for sites in this zoning district (See **Exhibit B**—R8 Zoning District Regulations). The configuration of the lot is what facilitated this request (See **Exhibit C**—Site Survey) (Tax Parcel S20 000002A 000).

SURROUNDING ZONING/LAND USES:

	ZONING:	LAND USE:
NORTH:	R8 (Single-Family Residential)	Single-family dwelling
SOUTH:	R8 (Single-Family Residential)	Single-family dwelling
EAST:	R10 (Single-Family Residential)	Single-family dwellings
WEST	R8 (Single-Family Residential)	Single-family dwellings

Properties to the north and south are residential in nature and include several single-family dwelling units. The site is one (1) block south of South College Street. Properties to the west and east are also residential in nature, with the exception of the United Seventh Day Adventist church on Institute Street.

COMPREHENSIVE PLAN:

The subject site lies within the "Residential Redevelopment" character area as identified by the City of Statesboro 2014 Future Development Map (See **Exhibit C**—2014 Future Development Map) within the City of Statesboro Updated 2014 Comprehensive Plan.

Vision:

This character area has most of its original housing stock in place, but has worsening housing conditions due to low rates of homeownership and neglect of property maintenance. There may be a lack of neighborhood identity and gradual invasion of different type and intensity of use that may not be compatible with the neighborhood residential use, or a neighborhood that has declined sufficiently that housing conditions are bad, there may be large areas of vacant land or deteriorating, unoccupied structures. Appropriate land uses include:

- Single Family detached housing
- · Lower density, Single Family attached housing

Suggested Development & Implementation Strategies:

- Focus on strategic public investments to improve conditions, appropriate infill development on scattered vacant sites, and encouraging more homeownership and maintenance or upgrade of existing properties. Encourage infill, new, and redevelopment to build close to the street.
- The redevelopment strategy for the area should focus on preserving what remains of the original housing stock, while rebuilding on the remaining land, a new, attractive neighborhood following the principles of traditional neighborhood development.

Statesboro Updated 2014 Comprehensive Plan, Community Agenda page 21.

TAX ALLOCATION DISTRICT REDEVELOPMENT PLAN:

The 2014 Tax Allocation District Redevelopment Plan (TAD) seeks to "encourage the private redevelopment of outmoded, highway-oriented commercial development into pedestrian friendly, mixed-use centers" to achieve the vision set forth in the 2011 Statesboro Downtown Master Plan and the 2009 and 2014 Comprehensive Plans. The plan does not set forth specific suggestions for this subject site. The parcel in this request is listed in the TAD under Appendix B (page 37). The parcel had an appraised value of \$4,700, an assessed value of \$1,880 and a tax value of \$1,880, at the time the Tax Allocation Redevelopment Plan was written (See Exhibit D—List of Parcels Included in the TAD). The Bulloch County Tax Assessor's website assessed the subject site's current value at \$4,700 with an assessed value of \$1,880, as of March 29, 2017 (See Exhibit E—Bulloch County Assessor's Valuation).

COMMUNITY FACILITIES AND TRANSPORTATION:

The subject site is currently serviced by city utilities, sanitation, and public safety. No significant impact is expected on community facilities or services as a result of this request.

ENVIRONMENTAL:

The subject property does not contain wetlands and is not located in a special flood hazard area. There is no expected environmental impact associated with this request. Any environmental issues associated with the proper demolition of the structures and/or removal and disposal of debris are the responsibility of the applicant.

ANALYSIS:

I. Whether or not to approve application V 17-03-03: Variance from Article VII-B Section 703-B(B) to reduce the minimum front yard setback from 20' to 15'.

The subject site is zoned R8 (Single-Family Residential) and governed by Article VII-B of the *Statesboro Zoning Ordinance*. The applicant is requesting a variance from Section 703-B(B), which states the front yard depth shall be a minimum twenty (20) feet (See **Exhibit B**—R8 Zoning District Regulations). The most recent survey of the subject site, dated March 21, 2017, depicts a proposed front yard setback equal to 15 feet (See **Exhibit C**—Site Survey).

Section 1801 of the Statesboro Zoning Ordinance lists the following four (4) factors that the Mayor and Council [could] consider to be true in its consideration of a variance request:

- (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;
 - a. Special conditions pertain to the land due to its shape. The subject site reaches a maximum 50' wide at the front of the parcel, from one side-lot line to the other. At roughly the midpoint of the parcel's depth (from front-lot line to rear-lot line), the parcel becomes much narrower at roughly 38' wide, due to a 14.9' change southward in the parcel's property line (See **Exhibit C**—Site Survey). The applicant's preliminary sketch of the single-family residence on the site plan depicts a structure 24' in width and 50' in depth (including the porch). Consequently, the configuration of the lot creates a challenge fitting the proposed dwelling on the site.

- (2) The special conditions and circumstances do not result from the actions of the applicant;
 - a. The special conditions are due to the configuration of the lot and are not the result of the applicant's actions.
- (3) The application of the ordinance to this particular piece of property would create an unnecessary hardship; and
 - a. The application of the ordinance to this particular piece of property would create an unnecessary hardship. Adherence to the front yard setback would decrease the size of the proposed dwelling, unless the applicant removed the proposed 6' porch. In addition, adherence to the ordinance would require the applicant propose a roughly 33.8' wide dwelling unit.
- (4) Relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of the zoning regulations.
 - a. Relief, if granted, would not cause substantial detriment to the public good nor would it impair the purposes and intent of the zoning regulations. The lot is currently vacant with an assessed value of \$1,880. The subject site lies within the "Residential Redevelopment" character area, as identified in the City of Statesboro Updated 2014 Comprehensive Plan, which promotes the infill of vacant lots and the development of single-family detached housing. Furthermore, the comprehensive plan encourages homeownership in "Residential Redevelopment" character areas, and the proposed dwelling would be sold upon completion. Consequently, if granted, relief would benefit the public good.

The zoning ordinance's intent is to control the development standards of a single lot by regulating lot area, width and yard setbacks; however, the subject site's earliest recorded deed (that could be located) was recorded in 1945. Therefore, the subject site's area, width and yard regulations are of a legal non-conforming status.

II. Whether or not to approve application V 17-03-04: Variance from Article VII-B Section 703-B(D) to reduce the minimum rear yard setback from 20' to 7.3'.

The subject site is zoned R8 (Single-Family Residential) and governed by Article VII-B of the Statesboro Zoning Ordinance. The applicant is requesting a variance from Section 703-B(D), which states the rear yard depth shall be a minimum twenty (20) feet (See **Exhibit B**—R8 Zoning District Regulations). The most recent survey of the subject site, dated March 21, 2017, depicts a proposed rear yard setback equal to 7.3 feet (See **Exhibit C**—Site Survey).

Section 1801 of the Statesboro Zoning Ordinance lists the following four (4) factors that the Mayor and Council [could] consider to be true in its consideration of a variance request:

- (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;
 - a. Special conditions pertain to the land due to its shape. The subject site reaches a maximum 50' wide at the front of the parcel, from one side-lot line to the other. At roughly the midpoint of the parcel's depth (from front-lot line to rear-lot line), the parcel becomes much narrower at roughly 38' wide, due to a 14.9' change southward in the parcel's property line (See Exhibit C—Site Survey). The proposed single-family residence, at only 50' deep, encroaches into the minimum required rear yard setback, due to the change in the parcel's property line.
- (2) The special conditions and circumstances do not result from the actions of the applicant;
 - The special conditions are due to the configuration of the lot and are not the result of the applicant's actions.
- (3) The application of the ordinance to this particular piece of property would create an unnecessary hardship; and
 - a. The application of the ordinance to this particular piece of property would create an unnecessary hardship. Adherence to the rear yard setback would require the applicant propose a roughly 34.8' deep dwelling unit.
- (4) Relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of the zoning regulations.
 - a. Relief, if granted, would not cause substantial detriment to the public good nor would it impair the purposes and intent of the zoning regulations. The lot is currently vacant with an assessed value of \$1,880. The subject site lies within the "Residential Redevelopment" character area, as identified in

the *City of Statesboro Updated 2014 Comprehensive Plan*, which promotes the infill of vacant lots and the development of single-family detached housing. Furthermore, the comprehensive plan encourages homeownership in "Residential Redevelopment" character areas, and the proposed dwelling would be sold upon completion. Consequently, if granted, relief would benefit the public good.

The zoning ordinance's intent is to control the development standards of a single lot by regulating lot area, width and yard setbacks; however, the subject site's earliest recorded deed (that could be located) was recorded in 1945. Therefore, the subject site's area, width and yard regulations are of a legal non-conforming status.

(**Please note**: Unless otherwise stated in any formal motion by City Council, staff considers the site survey with conceptual building placement submitted on behalf of the applicant for this request to be illustrative only. Approval of the application does not constitute approval of any final building or site plan).

STAFF RECOMMENDATION:

Staff recommends approval of the variances requested by applications V 17-03-03 and V 17-03-04. The applicant's proposal to build a single-family dwelling on a vacant lot in the "Residential Redevelopment" character area adheres to the intent of the *City of Statesboro Updated 2014 Comprehensive Plan* and the parcel was identified in the *City of Statesboro Tax Allocation District No.1: Downtown TAD Redevelopment Plan*. The applicant's request is reasonable considering the configuration of the subject site and the lot's legal non-conforming status.

PLANNING COMMISSION RECOMMENDATION:

At its regularly scheduled meeting April 4, 2017 at 5:00 PM, the Planning Commission voted 6-0 to approve the variances requested by applications V 17-03-03 and V 17-03-04.

EXHIBIT A: LOCATION MAP

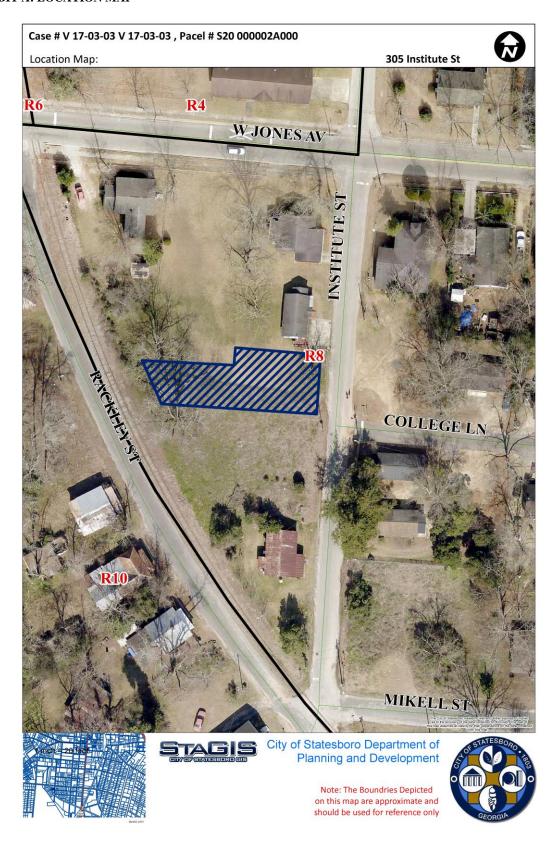


EXHIBIT B: R8 ZONING DISTRICT REGULATIONS

3/29/2017

Statesboro, GA Code of Ordinances

Section 703-B. - Area, width and yard regulations.

- A. Lot area and width. A minimum lot area of 8,000 square feet and a minimum lot width of 70 feet at the front setback line shall be provided for every building hereafter erected, altered or used in whole or in part as a dwelling. In the case of a lot held in single and separate ownership on the effective date of this ordinance, having an area of less than 8,000 square feet, or a width less than 70 feet, a dwelling may be built thereon when authorized as a variance.
- B. Front yard. There shall be a front yard the depth of which shall be at least 20 feet provided that a lot held in single and separate ownership not in conformance with the provisions of this section may be granted a variance by the board of appeals. In the case of a corner lot, a front yard shall be required on each street on which the lot abuts; provided that any corner lot in single and separate ownership not in conformance with the provisions of this section may be granted a variance by the board of appeals.
- C. Side yards. In the case of a single-family dwelling, there shall be two side yards, one on each side of the building, but neither having a width of less than ten feet, provided that in the case of a lot held in single and separate ownership not in conformance with the provisions of this section [such lot] may be granted a variance by the board of appeals.
- D. *Rear yard.* There shall be a rear yard, the depth of which shall be at least 20 feet, provided that in the case of a lot held in single and separate ownership not in conformance with the board of appeals.
- E. Building coverage. The building area shall not exceed 40 percent of the lot area.

(Amd. of 12-4-01(3), § 6; Ord. No. 2006-7, § 1, 6-6-06; Ord. No. 2009-02, § 1.f), 5-19-09)

EXHIBIT C: SITE SURVEY DATED MARCH 21, 2017

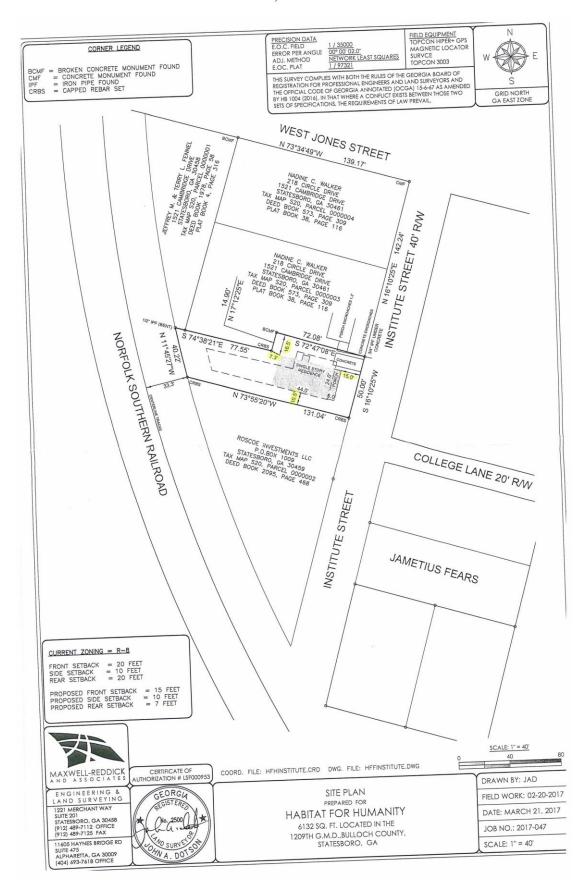


EXHIBIT D: FUTURE DEVELOPMENT MAP

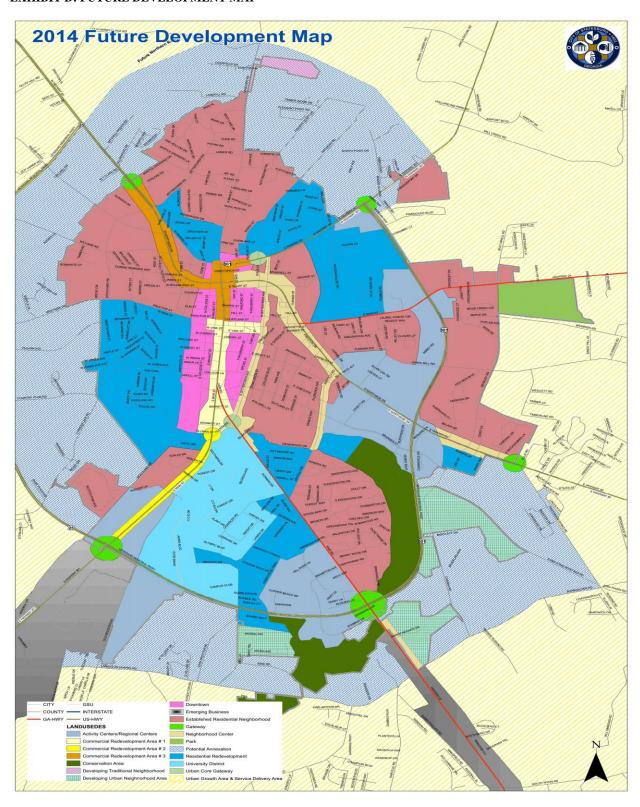


EXHIBIT E: LIST OF PARCELS INCLUDED IN THE TAD

City of Statesboro Tax Allocation District #1: South Main Redevelopment Plan

2014

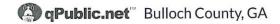
GEOPIN	PARCEL_NO	Legal Description	DIG CLASS	TAXD ISTRIC	Appraised Vaue	Assessed Value	Tax Value
7878-28-4057	S12 000015 000	LT 2/PATE RACKLEY ST	R	1	35,505	14,202	14,202
7878-28-4122	S12 000014 000	RACKLEY ST/ LOT 3	R	1	3,720	1,488	1,488
7878-28-4526	S20 000001 000	206 W JONES AVE	R	1	30,772	12,309	12,309
7878-28-4752	S11 000129 000	201 W JONES AVE	R	1	76,940	30,776	30,776
7878-28-4868	S11 000128 000	227 INSTITUTE ST	E	1	138,300	55,320	0
7878-28-5335	S20 000002 000	309-311 INST/DAVIS	R	1	19,100	7,640	7,640
7878-28-5433	S20 000002A000	305 INSTITUTE ST	R	1	4,700	1,880	1,880
7878-28-5537	S20 000004 000	301 INSTITUTE/LAIRSEY	R	1	40,710	16,284	16,284
7878-28-5540	S20 000003 000	303 INSTITUTE/LAIRSEY	R	1	26,900	10,760	10,760
7878-28-6270	S20 000008 000	312 INSTITUTE	E	1	3,379	1,352	0
7878-28-6285	S20 000007 000	306 INSTITUTE ST	R	1	4,700	1,880	1,880
7878-28-6381	\$20 000006 000	304 INSTITUTE ST	R	1	18,336	7,334	7,334
7878-28-6385	\$20 000005 000	02 INSTITUTE ST	R	1	17,508	7,003	7,003
7878-28-6571	S20 000024 000	HAMMOND/126 W JONE	R	1	40,014	16,006	16,006
7878-28-7059	\$20 000049 000	118 MIKELL ST/WATERS	R	1	35,624	14,250	14,250
7878-28-7272	S20 000009 000	117 MIKELL/ALLEN	R	1	21,293	8,517	8,517
7878-28-7381	S20 000023 000	0.172 AC/COLLEGE LN	R	1	16,287	6,515	6,515
7878-28-7434	520 000026 000	121 COLLEGE LN	R	1	18,675	7,470	7,470
7878-28-7533	S20 000025 000	124 W JONES AVE	R	1	68,170	27,268	27,268
7878-28-7700	519 000083 000	125 W JONES AVE	R	1	35,448	14,179	14,179
7878-28-7791	S19 000082 000	123 W JONES AVE	R	1	48,376	19,350	19,350
7878-28-7810	S19 000084 000	228 INSTITUTE ST	R	1	22,150	8,860	8,860
7878-28-7931	S19 000086 000	226 INSTITUTE ST	R	1	15,221	6,088	6,088
7878-28-8045	S20 000048 000	116 MIKELL ST	R	1	22,940	9,176	9,176
7878-28-8256	520 000010 000	115 MIKELL ST	R	1	22,228	8,891	8,891
7878-28-8403	S20 000027 000	ALDRICH COLLEGE LN	R	1	26,854	10,742	10,742
7878-28-8478	\$20 000029 000	118 W JONES AVE	R	1	40,416	16,166	16,166
7878-28-8504	520 000028 000	120 W JONES AVE/SMITH	R	1	60,343	24,137	24,137
7878-28-8774	\$19 000081 000	121 W JONES/LIFE ESTATE	R	1	75,510	30,204	30,204
7878-28-8801	\$19 000085 000	VAC LOT/INMAN LANE	R	1	2,500	1,000	1,000
7878-28-8988	\$19 000088 000	LT 12&PT 11 BLK 5/FOY&OLLIF	R	1	45,842	18,337	18,337
7878-28-9004	S20 000047 000	114 MIKELL ST	R	1	22,772	9,109	9,109
7878-28-9063	S20 000046 000	110 MIKELL ST	R	1	37,706	15,082	15,082
7878-28-9231	S20 000011A000	113 MIKELL ST	R	1	32,820	13,128	13,128
7878-28-9295	520 000011 000	111 MIKELL ST	R	1	31,314	12,526	12,526
7878-28-9340	520 000022 000	112 COLLEGE LANE	R	1	19,132	7,653	7,653
7878-28-9448	S20 000030 000	116 W JONES AVE	R	1	48,168	19,267	19,267
7878-28-9763	S19 000080 000	117 W JONES AVE	R	1	49,870	19,948	19,948
7878-28-9996	\$19 000089 000	112 W INMAN ST	R	1	50,558	20,223	20,223
7878-29-4042	S11 000127 000	213 INSTITUTE ST	R	1	29,858	11,943	11,943
7878-29-4150	\$11 000126 000	211 INSTITUTE/PHILLIPS	R	1	26,494	10,598	10,598

Appendices 37

EXHIBIT F: BULLOCH COUNTY ASSESSOR'S VALUATION (2016)

3/29/2017

qPublic.net - Bulloch County, GA



Summary

\$20 000002A000 305 INSTITUTE ST 305 INSTITUTE ST Parcel Number Location Address Legal Description

(Note: Not to be used on legal documents) E3-Exempt (Note: This is for tax purposes only. Not to be used for zoning.) R8

Statesboro TAD 1 (District 08) 28.952 0.17 000020 (000020)

Zoning
Tax District
Millage Rate
Acres
Neighborhood
Homestead Exemption
Landlot/District
ACC//PES
GMD No (50) N/A 0 / 1209 GMD

Owner

HABITAT FOR HUMANITY OF BULLOCH COUNTY INC PO BOX 1253 STATESBORO, GA 30459

Land

Type	Description	Calculation Method	Square Footage	Frontage	Depth	Acres	Lots
RES	0020 - REGULAR - 1	Front Feet	7.300	50	146	0.17	0

Sales

Sale Date	Deed Book / Page	Plat Book / Page	Sale Price	Reason	Grantor	Grantee
12/17/2015	2326 45		\$0	To or From Non Profit Organization	VORTEXRING LLC & CAROLYN COLTH	HABITAT FOR HUMANITY OF BULLOCH
8/23/2006	0168300129		\$0	NM		VORTEXRING LLC & CAROLYN COLTHAM
1/25/2006	0162400060		\$0	NM		BEAVER CLAY
1/1/1900			\$0	NM		BEAVER R W ESTATE

Valuation

		2010	2025
	Previous Value	\$4,700	\$4,700
	Land Value	\$4,700	\$4,700
+	Improvement Value	\$0	\$0
+	Accessory Value	\$0	\$0
=	Current Value	\$4,700	\$4,700
٠	Assessed Value	\$1,880	\$1,880

No data available for the following modules: Rural Land, Conservation Use Rural Land, Residential Improvement Information, Commercial Improvement Information, Mobile Homes, Accessory Information, Prebill Mobile Homes, Permits, Photos, Sketches.

The Bulloch County Assessor Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied are provided for the data herein, its use or interpretation.

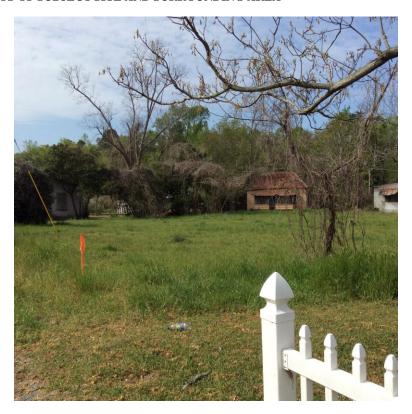
Last Data Upload: 3/29/2017 12:14:10 AM

Developed by The Schneider Corporation

2015

2016

EXHIBIT G: PHOTOS OF SUBJECT SITE AND SURROUNDING AREA

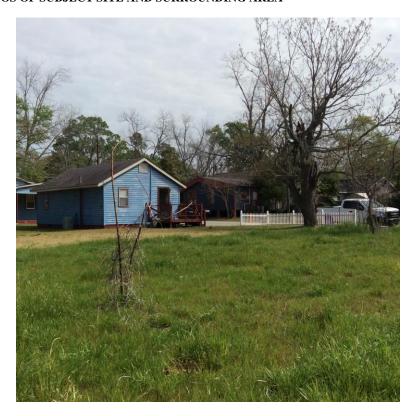


Picture 1 Subject Site facing Southwest Depicting Adjacent Property Fence and Width of Parcel from Side-Lot Line to Side-Lot Line



Picture 2 Subject Site facing East Depicting Depth of Parcel from Rear-Lot line to Front-Lot Line

EXHIBIT G: PHOTOS OF SUBJECT SITE AND SURROUNDING AREA



Picture 3 Adjacent Property across Property Line facing Northeast



Picture 4 Surrounding Properties facing North across West Jones Street

EXHIBIT G: PHOTOS OF SUBJECT SITE AND SURROUNDING AREA (CONT)



Picture 5 Rear of Property facing Norfolk Southern Railroad



Picture 6 Adjacent Property facing Northeast Depicting Institute Street

CITY OF STATESBORO

COUNCIL
Phil Boyum
Sam Lee Jones
Jeff Yawn
John C. Riggs
Travis L. Chance



Jan J. Moore, Mayor Robert Cheshire, P.E., Deputy City Manager Sue Starling, City Clerk

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

To: Randy Wetmore, City Manager and Sue Starling, City Clerk

From: Candra Teshome, Planning & Development Specialist

Date: April 10, 2017

RE: April 18, 2017 City Council Agenda Item

Policy Issue: Statesboro Zoning Ordiance: Variance Request

Recommendation: Staff recommends approval of the variance requested by applications V 17-03-02.

Background: The Downtown Statesboro Development Authority requests a variance from Article VI Section 603(A)(3)(b)of the Statesboro Zoning Ordinance regarding the minimum side yard setback requirement for roughly .10 acres of property located at 11 West Inman Street in the R4 (High Density Residential District) zoning district (Tax Parcel S19 000040 000).

Budget Impact: None

Council Person and District: Sam Jones (District 2)

Attachments: Development Services Report V 17-03-02



City of Statesboro-Department of Planning and Development

DEVELOPMENT SERVICES REPORT

P.O. Box 348 Statesboro, Georgia 30458 (912) 764-0630 (912) 764-0664 (Fax)

V 17-03-02 VARIANCE REQUEST 11 WEST INMAN STREET

LOCATION: 11 West Inman Street

Request for a variance from Article VI Section 603(A)(3)(b) reducing the minimum side yard

REQUEST: setback requirement to 6.5 feet for roughly

.10 acres of property located at 11 West Inman Street in the R4 (High Density

Residential District) zoning district.

APPLICANT: Downtown Statesboro Development Authority

OWNER(S): Downtown Statesboro Development Authority

ACRES: .29 acres (parcel combined total)

PARCEL TAX

MAP #:

S19 000040 000

COUNCIL

DISTRICT: 2 (Jones)





PROPOSAL:

The subject site is located at 9 West Inman Street (listed as 11 West Inman Street in the Bulloch County Tax Assessor's website) and is currently zoned R4 (High Density Residential District). The Downtown Statesboro Development Authority (DSDA) owns the property and is proposing the construction of one (1) single-family dwelling for the Homes for Heroes project. South Walnut Street divides the property and the western-most portion of the parcel contains one (1) single-family residence currently undergoing renovation for the Homes for Heroes project. The eastern-most portion of the parcel is the subject of this application (Tax Parcel S19 000040 000) (See Exhibit A—Location Map, Exhibit B—Construction Plans and Exhibit C—Site Plan).

SURROUNDING ZONING/LAND USES:

	ZONING:	LAND USE:		
NORTH:	HOC (Highway Oriented Commercial)	Vacant lot and single-family residential		
SOUTH:	HOC (Highway Oriented Commercial)	Single-family residential		
EAST:	HOC (Highway Oriented Commercial)	Single-family residential and automobile repair shop		
WEST	R4 (High Density Residential District)	Single-family residential		

Properties to the north and south are predominantly residential in nature and include the Walnut Grove development. The site is one (1) block west of South Main Street. The adjacent parcel to the east is single-family residential, although it is zoned HOC (Highway Oriented Commercial) and the Meineke Car Care Center is located on South Main Street.

BACKGROUND:

On October 17, 2016, the Statesboro City Council granted a demolition request (Case Number DSDA 16-09-003) for the removal of one (1) duplex located on the eastern portion of the parcel (See **Exhibit D**—Current Photo of Parcel).

On February 21, 2017, the applicant was granted a zoning map amendment because the HOC (Highway Oriented Commercial) zoning district's regulations are too restrictive to construct the proposed single-family structure. City Council approved application RZ 17-01-03, which rezoned the eastern-most portion of the parcel to R4 (High Density Residential District)(See **Exhibit D**—Current Photo of Parcel).

COMPREHENSIVE PLAN:

The subject site lies within the "Urban Core/Downtown" character area as identified by the City of Statesboro 2014 Future Development Map (See **EXHIBIT E**—2014 Future Development Map) within the *City of Statesboro Updated 2014 Comprehensive Plan* — which calls for the protection of "historic buildings from demolition or inappropriate restoration" while encouraging the construction of multi-family residential uses in the area.

Vision:

Downtown is the historic core of the city and should remain the activity and cultural hub of the region. In the Urban Core, traditional development patterns of buildings along the sidewalk and a lively streetscape should be respected and promoted. Historic buildings should be protected from demolition or inappropriate restoration which can degrade the architectural details of the structures. Additional residential opportunities, especially in the form of lofts or other residential over retail, should be promoted. Street-level uses should be reserved for retail, entertainment, or similar high activity uses.

Appropriate Land Uses

- Neighborhood-scale retail and commercial, especially niche market stores which serve as a destination
- Arts and entertainment venues
- Civic uses
- Office
- Neighborhood services
- · Range of housing styles & price points
- Multifamily Residential
- · Loft, mixed use, and urban residential, including small lot single-family residential along secondary streets
- Multi-story buildings with retail on the street and office/residential above
- Government offices & services

Suggested Development & Implementation Strategies

- Historic structures should be preserved or adaptively reused wherever possible.
- · Create local historic districts.
- Economic development strategies should continue to nurture thriving commercial activity.
- New development should respect historic context of building mass, height and setbacks.
- New developments that contain a mix of residential, commercial and/or community facilities at small enough scale and proximity to encourage walking between destinations should be encouraged.
- Encourage mixed-use infill and redevelopment. Uses should typically transition across the rear of properties
 instead of across the street to soften the transition and maintain appropriate streetscapes.

Statesboro Updated 2015 Comprehensive Plan, Community Agenda page 14.

TAX ALLOCATION DISTRICT REDEVELOPMENT PLAN:

The 2014 Tax Allocation District Redevelopment Plan (TAD) seeks to "encourage the private redevelopment of outmoded, highway-oriented commercial development into pedestrian friendly, mixed-use centers" to achieve the vision set forth in the 2011 Statesboro Downtown Master Plan and the 2009 and 2014 Comprehensive Plans. The plan does not set forth specific suggestions for this subject site. The parcel in this request is listed in the TAD under Appendix B (page 42); however, the TAD valuates the entire parcel, which includes another structure under renovation for the Homes for Heroes program. The combined parcel had an appraised value of \$53,566, an assessed value of \$21,426 and a tax value of \$21,426, at the time the Tax Allocation Redevelopment Plan was written.

STATESBORO DOWNTOWN MASTER PLAN:

The 2011 Statesboro Downtown Master Plan Redevelopment Initiatives Locational Guidance land use map places the parcel in Zone 9: Residential. The plan establishes this zone of secondary importance and calls for the creation of appropriately scaled residential uses as a key focus.

COMMUNITY FACILITIES AND TRANSPORTATION:

The subject properties are currently serviced by city utilities, sanitation, and public safety. No significant impact is expected on community facilities or services as a result of this request.

ENVIRONMENTAL:

The subject properties do not contain wetlands and are not located in a special flood hazard area. There is no expected environmental impact associated with this request.

ANALYSIS:

The subject site is zoned R4 (High Density Residential District) and governed by Article VI of the *Statesboro Zoning Ordinance*. The applicant is requesting a variance from Section 603(A)(3)(b), which states the side yard for a corner lot abutting the street shall not be less than twenty (20) feet and the side yard not abutting the street shall not be less than ten (10) feet. The most recent survey of the subject site, revised January 31, 2017, depicts a maximum side yard setback on both sides equal to 6.5 feet (See **Exhibit D**—Site Survey).

Section 1801 of the Statesboro Zoning Ordinance lists the following four (4) factors that the Mayor and Council [could] consider to be true in its consideration of a variance request:

- (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;
- (2) The special conditions and circumstances do not result from the actions of the applicant;
 - a. The application for consideration is the result the applicant's desired building size on this subject property and the narrow size of this portion of the lot.
- (3) The application of the ordinance to this particular piece of property would create an unnecessary hardship; and
 - Application of the ordinance to this particular piece of property would not create an unnecessary hardship in terms of land use and/OR ordinance application.
- (4) Relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of the zoning regulations.
 - a. Relief, if granted, would not cause substantial detriment to the public good nor would it impair the purposes and intent of the zoning regulations. Each consideration of the Statesboro Zoning Ordinance considered herein may be addressed through proper life safety arrangements and appropriate provision of access to the proposed parcel.

STAFF RECOMMENDATION:

Staff recommends approval of the variance requested by application V 17-03-02.

PLANNING COMMISSION RECOMMENDATION:

At its regularly scheduled meeting on April 4, 2017, the Planning Commission voted 4 to 0 to approve the application, with Commissioner McLendon abstaining (family member employed by DSDA) and Commissioner Foreman abstaining (DSDA Board Member) from the vote due to a possible conflict of interest.

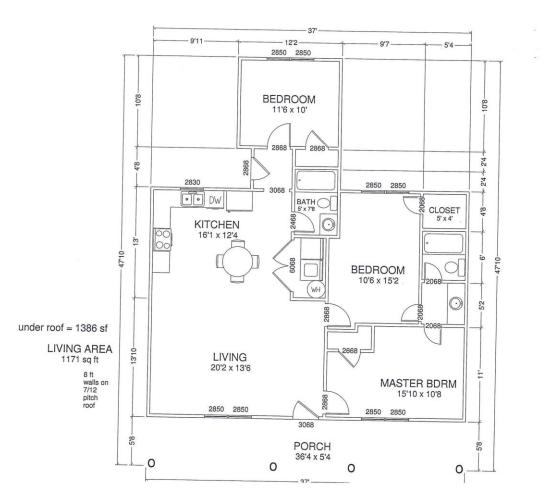




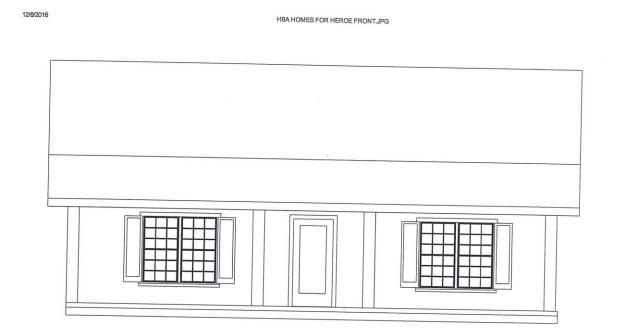
City of Statesboro Department of Planning and Development

Note: The Boundries Depicted on this map are approximate and should be used for reference only

EXHIBIT B: CONSTRUCTION PLANS



Picture 1 Floor Plan which Meets Minimum Requirements of Article XXII (General Requirements) of the Statesboro Zoning Ordinance

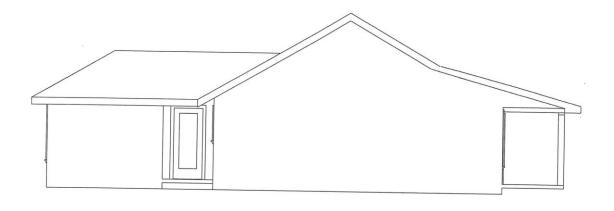


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Picture 2 Exterior Front Elevation

12/8/2016

HBA HOMES FOR HEROES LEFT.JPG



https://mail.google.com/mail/u/0/?tab=om#inbox?projector=1

Picture 3 Exterior Left Elevation

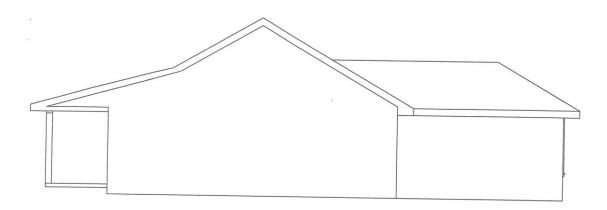


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Picture 4 Exterior Rear Elevation

12/8/2016

HBA HOMES FOR HEROES RIGHT.JPG



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Picture 5 Exterior Right Elevation

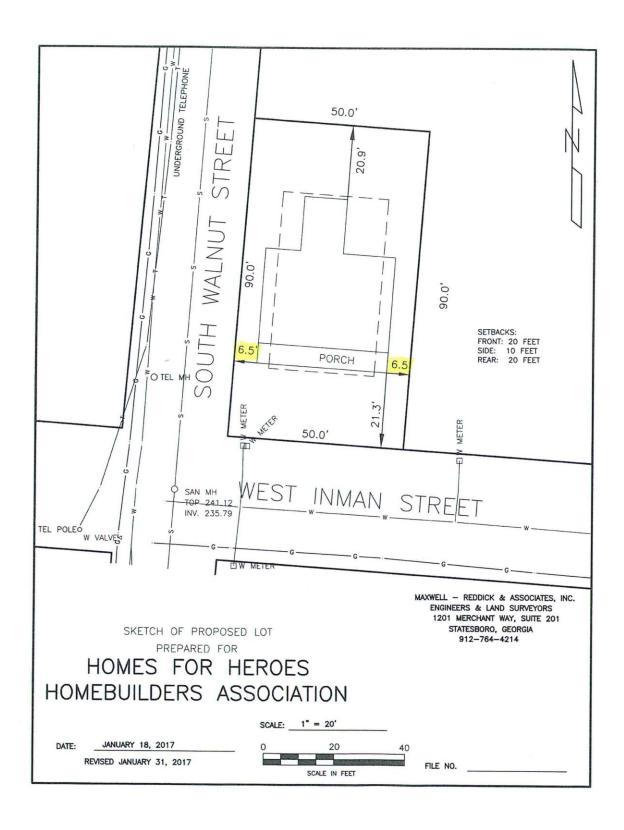
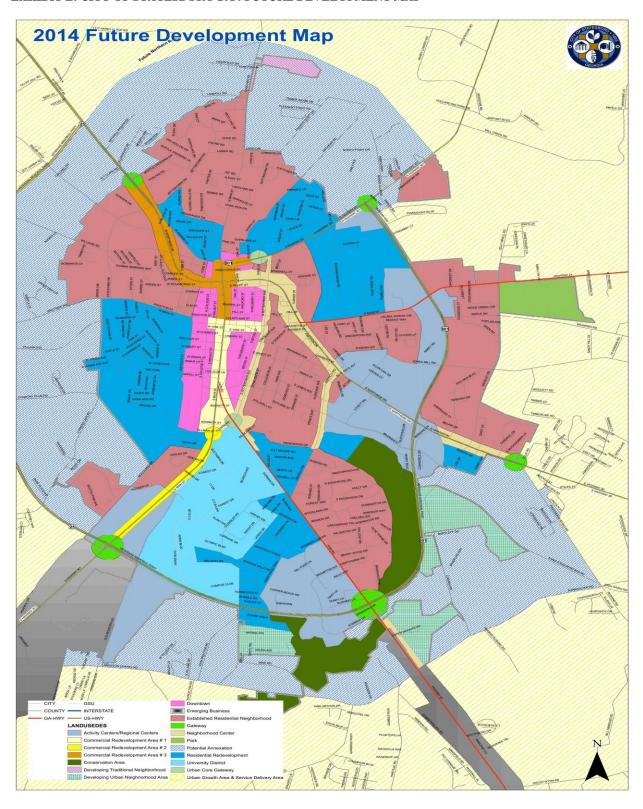


EXHIBIT D: CURRENT PHOTO OF PARCEL



Picture 6 Subject Site facing North Depicting Width of Parcel from Side-Lot Line to Side-Lot Line

EXHIBIT E: CITY OF STATESBORO 2014 FUTURE DEVELOPMENT MAP



CITY OF STATESBORO

COUNCIL
Phil Boyum
Sam Lee Jones
Jeff Yawn
John C. Riggs
Travis L. Chance



Jan J. Moore, Mayor Robert Cheshire, P.E., Deputy City Manager Sue Starling, City Clerk

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

To: Randy Wetmore, City Manager and Sue Starling, City Clerk

From: Candra Teshome, Planning & Development Specialist

Date: April 10, 2017

RE: April 18, 2017 City Council Agenda Item

Policy Issue: Statesboro Zoning Ordiance: Conditional Use Variance Request

Recommendation: Staff recommends approval of the conditional use variance requested by application CUV 17-03-01.

Background: Justine Taylor requests a conditional use variance from Article IV of the Statesboro Zoning Ordinance for .4 acres of property located at 13 West Moore Street to utilize the property as a community living arrangement facility (Tax Parcel # \$16 000060 000).

Budget Impact: None

Council Person and District: Sam Jones (District 2)

Attachments: Development Services Report CUV 17-03-01



City of Statesboro-Department of Planning and Development

DEVELOPMENT SERVICES REPORT

P.O. Box 348 Statesboro, Georgia 30458 (912) 764-0630 (912) 764-0664 (Fax)

CUV 17-03-01 CONDITIONAL USE VARIANCE REQUEST 13 WEST MOORE STREET

LOCATION: 13 West Moore Street

Request for a conditional use variance from Article IV of the Statesboro Zoning Ordinance

REQUEST: for .4 acres of property located at 13 West

Moore Street to utilize the property as a community living arrangement facility (Tax

Parcel # S16 000060 000).

APPLICANT: Justine Taylor

OWNER(S): Renovated Relics, LLC

ACRES: .4 Acres

PARCEL TAX

MAP #:

S16 000060 000

COUNCIL

DISTRICT: 2 (Jones)



PROPOSAL:

The applicant is requesting a conditional use variance to utilize 13 West Moore Street (Tax Parcel S16 000060 000) as a community living arrangement facility for up to three (3) unrelated adults. The subject site is currently zoned R-20 (Single-Family Residential) and the *Statesboro Zoning Ordinance* does not address or define group homes, personal care homes or community living arrangement facilities or designate an appropriate zoning district for such uses (See **Exhibit A** – Location Map). The subject property is a 1571 sq. ft., three (3) bedroom, one (1) and one half (1/2) bathroom single-family residence.

SURROUNDING LAND USES/ZONING:

	ZONING:	LAND USE:
NORTH:	R-20 (Single-Family Residential)	Single-family detached dwelling units
SOUTH:	R-20 (Single-Family Residential)	Single-family detached dwelling units
EAST:	R-20 (Single-Family Residential)	Single-family detached dwelling units
WEST	R-20 (Single-Family Residential) and R-3 (Medium Density Multiple Family Residential District)	Single-family detached dwelling units

Properties to the north, south, east and west are single-family detached dwelling units. The property is adjacent to a large vacant lot across Hart Lane that fronts West Moore Street, Martin Luther King Jr. Drive and West Parrish Street. The surrounding properties are established single-family residences (See **Exhibit B—**Photos of Subject Site and Surrounding).

COMPREHENSIVE PLAN:

The subject site lies within the "Residential Redevelopment" character area as identified by the City of Statesboro 2014 Future Development Map (See **Exhibit C**—2014 Future Development Map) within the City of Statesboro Updated 2014 Comprehensive Plan.

Vision:

This character area has most of its original housing stock in place, but has worsening housing conditions due to low rates of homeownership and neglect of property maintenance. There may be a lack of neighborhood identity and gradual invasion of different type and intensity of use that may not be compatible with the neighborhood residential use, or a neighborhood that has declined sufficiently that housing conditions are bad, there may be large areas of vacant land or deteriorating, unoccupied structures. Appropriate land uses include:

- Single Family detached housing
- Lower density, Single Family attached housing

Suggested Development & Implementation Strategies

- Focus on strategic public investments to improve conditions, appropriate infill development on scattered vacant sites, and encouraging more homeownership and maintenance or upgrade of existing properties. Encourage infill, new, and redevelopment to build close to the street.
- The redevelopment strategy for the area should focus on preserving what remains of the original housing stock, while rebuilding on the remaining land, a new, attractive neighborhood following the principles of traditional neighborhood development.

Statesboro Updated 2015 Comprehensive Plan, Community Agenda page 21.

COMMUNITY FACILITIES AND TRANSPORTATION:

The subject property is currently serviced by city utilities, sanitation, and public safety. No significant impact is expected on community facilities or services as a result of this request.

ENVIRONMENTAL:

The subject property does not contain wetlands and is not located in a special flood hazard area. There is no expected environmental impact associated with this request. Any potential issues will be brought forth and discussed during standard permitting and review procedures.

ANALYSIS:

Section 2007 of the *Statesboro Zoning Ordinance* provides eight (8) standards for the Mayor and City Council to consider "in making its determination" regarding a zoning map amendment and "balancing the promotions of the public health, safety, morality (morals), and general welfare against the right of unrestricted use of property." Those standards are numbered below 1-8. Staff findings regarding some of the factors are given for Council's consideration of the application:

- 1.) Existing uses and zoning or [of] property nearby.
 - **a.** The existing uses surrounding the property are single-family residential.
- 2.) The extent to which property values are diminished by the particular zoning restrictions.
- 3.) The extent to which the description of property values of the property owner promotes the health, safety, morals or general welfare of the public.
 - **a.** The variance is needed in order to provide supportive services to an adult population.
- 4.) The relative gain to the public, as compared to the hardship imposed upon the property owner.
- 5.) The suitability of the subject property for the zoned purposes.
 - **a.** The subject site is suitable for the proposed use and could still be used as a single-family residence should this use, if granted, cease.
- 6.) The length of time the property has been vacant as zoned, considered in the context of land development in the area in the vicinity of the property.
- 7.) The extent the proposed change would impact the following:
 - a. Population density in the area.
 - i. The request would add three (3) additional persons to the area.

- b. Community facilities.
- c. Living conditions in the area.
- d. Traffic patterns and congestion.
- e. Environmental aspects.
- f. Existing and future land use patterns.
- g. Property values in adjacent areas.
- 8.) Consistency with other governmental land use, transportation and development plans for the community.

In addition to the standards for determination outlined in Section 2007, the Mayor and Council will consider the following factors established by Article XXIV Section 2406 of the *Statesboro Zoning Ordinance*:

- 1.) Adequate provision is made by the applicant to reduce any adverse environmental impact of the proposed use to an acceptable level.
- 2.) Vehicular traffic and pedestrian movement on adjacent streets will not be substantially hindered or endangered.
- 3.) Off-street parking and loading, and the entrances to and exits from such parking and loading, will be adequate in terms of location, amount, and design to serve the use.
- 4.) Public facilities and utilities are capable of adequately serving the proposed use.
- 5.) The proposed use will not have a significant adverse effect on the level of property values or the general character of the area.
- 6.) Unless otherwise noted, the site plan submitted in support of an approved conditional use shall be considered part of the approval and must be followed.
- 7.) Approval of a proposed use by the mayor and council does not constitute and [an] approval for future expansion of or additions or changes to the initially approved operation. Any future phases or changes that are considered significant by the planning commission and not included in the original approval are subject to the provisions of this section and the review of new detailed plans and reports for said alterations by the governing authority.

STAFF RECOMMENDATION:

Staff recommends approval of the request with the following conditions:

- 1. The applicant must not exceed reasonable standards for parking and avoid excessive parking at the location.
- 2. The applicant may not install signage at the location.
- 3. The applicant must meet the minimum requirements set forth in the Rules of Department of Human Resources Office Of Regulatory Services Chapter 290-9-37 specifically 290-9-37-.08 Minimum Floor Plan Requirements.

PLANNING COMMISSION RECOMMENDATION:

At its regularly scheduled meeting on April 4, 2017 at 5:00 PM, the Planning Commission voted 6-0 to approve the conditional use variance requested by application CUV 17-03-01 with staff's conditions, as follows:

- 1. The applicant must not exceed reasonable standards for parking and avoid excessive parking at the location.
- 2. The applicant may not install signage at the location.
- 3. The applicant must meet the minimum requirements set forth in the Rules of Department of Human Resources Office Of Regulatory Services Chapter 290-9-37 specifically 290-9-37-.08 Minimum Floor Plan Requirements.

EXHIBIT A: LOCATION MAP





Picture 1 Subject Site Facing South toward Parrish Street



Picture 2 Side of Subject Property Depicting West Elevation in Backyard



Picture 3 Rear Elevation of Subject Property Facing Northwest



Picture 4 Rear of Subject Site Facing Southwest Depicting Shed on Property



Picture 5 Rear Elevation of Subject Property Facing Northwest



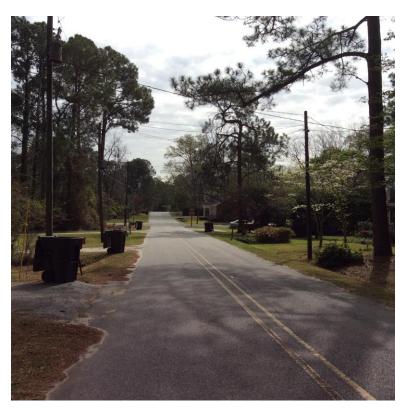
Picture 6 Rear of Subject Property Depicting Backyard Facing Southeast



Picture 7 East Elevation and Fencing of Subject Property Depicting Hart Street



Picture 8 Adjacent Street (Martin Luther King Jr. Drive) East of Subject Site



Picture 9 West Moore Street

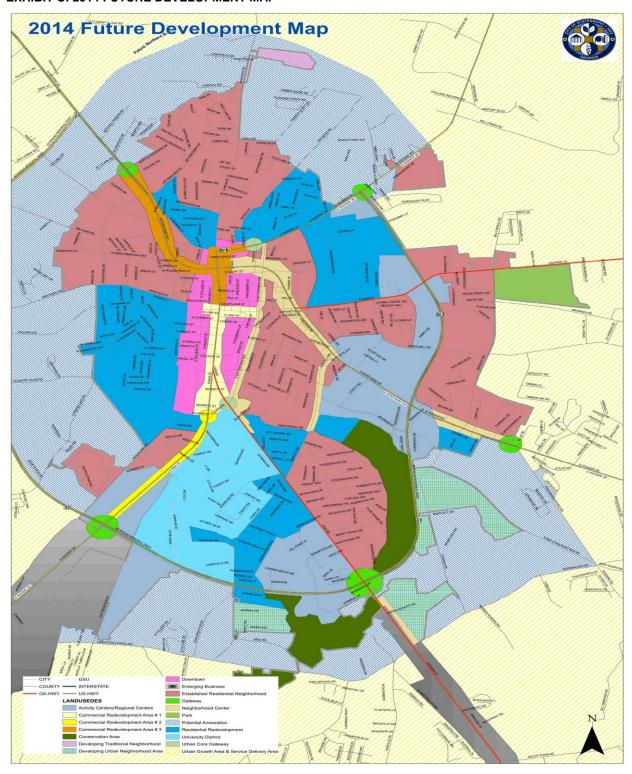


Picture 10 Adjacent Single-Family Residence North and across West Moore Street



Picture 11 Adjacent Single-Family Residences South of Subject Site

EXHIBIT C: 2014 FUTURE DEVELOPMENT MAP



CITY OF STATESBORO

COUNCIL Phillip A. Boyum Sam Lee Jones Jeff B. Yawn John C. Riggs Travis L. Chance



Jan J. Moore, Mayor Randy Wetmore, City Manager Robert Cheshire, Deputy City Manager Sue Starling, City Clerk I. Cain Smith, City Attorney

To: Randy Wetmore City Manager

From: Steve Hotchkiss

Natural Gas Director

Date: 4-10-2017

RE: Municipal Gas Authority of Georgia, Alternate Voting Delegate

Policy Issue: As a member of MGAG we must appoint a voting delegate and alternate to cast votes for leadership at the annual convention. I am the voting delegate and Frank Parker is still listed as the alternate, a new alternate must be approved by resolution.

Recommendation: I am recommending that Robert Cheshire be approved as the alternate voting delegate.

Background: N/A

Budget Impact: N/A

Council Person and District: N/A

Attachments: Council Resolution

Telephone: (912) 764-5468 • Fax: (912) 764-4691 • email: cityhall@statesboroga.net

RESOLUTION 2017-16

Steve Hotchkiss, Gas Superintendent of the City of Statesboro, is hereby appointed to

BE IT RESOLVED by the Mayor and City Council of the City of Statesboro that

serve as this City's voting delegate Committee, with authority to case Cheshire, Deputy City Manager voting delegate.	st all votes to which	this City is entitled. Robert
This day of	, 2017	
		CITY OF STATESBORO
		Jan J. Moore Mayor
	ATTEST:	Sue Starling, City Clerk

CITY OF STATESBORO

COUNCIL

Phil Boyum, District 1 Sam Jones, District 2 Jeff Yawn, District 3 John Riggs, District 4 Travis L. Chance, District 5



Jan J. Moore, Mayor Randy Wetmore, City Manager Robert Cheshire, Deputy City Manager Sue Starling, City Clerk J. Alvin Leaphart, City Attorney

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

To: Randy Wetmore, City Manager Robert Cheshire, Deputy City Manager

From: Darren Prather, Central Services Director

Date: 4-11-2017

RE: Policy Issue: Recommendation to Contract for Professional Consulting Services for a Public Radio System.

Recommendation:

We recommend the City of Statesboro contract with Omnicom Consulting Group in the amount of \$60,000. This amount represents phases 1–5 in the contract offered by OCG (Please view attachment for details). We also recommend the contract award be contingent on the submittal of a letter of commitment from the other (3) entities involved in this process (Bulloch County Board of Commissioners, Bulloch County Board of Education and Georgia Southern University) in the amount of \$15,000 each.

Background:

The City of Statesboro along with the Bulloch County Board of Commissioners, the Bulloch County Board of Education and Georgia Southern University were presented a contract for an upgrade to our current Motorola radio system. This upgrade would convert our existing 800 megahertz system to a 700 megahertz system. The stated reason given by Motorola for this upgrade was the 800 megahertz system would not be supported in the near future and our current equipment was becoming out of date. The initial contract for this upgrade offered by Motorola was approximately \$3,600,000. With such a high cost associated with Motorola's contract, we decided to research our situation and compare it to other entities. After conducting our research, we gained the

approval of the other local entities involved to issue a request for qualifications (RFQ) for professional consulting services concerning a public radio system. After advertising and following our bidding process, the City received four (4) RFQ submittals. At that point, copies were submitted to all entities for evaluation and ranking. At the conclusion of the ranking process, Omnicom Consulting Group was the top selection by the evaluation team. After the initial offering from OCG was received, the City negotiated a total cost of \$60,000 for all services contained in phases 1–5 (Please see attachment for phase details). An optional phase 6 is offered should we decide to utilize it at a later date. This phase deals with contract management and implementation of the actual radio system construction process. After receiving the negotiated contract in the amount of \$60,000, the City Manager and his designees contracted the other local entities to gain their financial participation in this project in the amount of \$15,000 each. This would bring the City of Statesboro's net cost to \$15,000 after receiving funds from the other three (3) participants.

Budget Impact:

This contract, if approved, will be funded out of the general operations fund of the City in the amount of \$60,000. However, prior to the contract being signed, the City will have three (3) letters of commitment from the other local entities with a commitment of \$15,000 each. This will produce a net cost to the City of Statesboro of \$15,000.

Council Person and District: All

Attachments: Omnicom Consulting Group contract



City of Statesboro, GA Scope of Work and Pricing Professional Consulting Services Public Radio System

Presented to:



March 31, 2017



Omnicom Consulting Group, Inc.

2927 Habersham Drive Tallahassee, Florida 32309 Website: www.ocg-usa.com Tim Barrentine, President Telephone: 850-792-4705

Email: tbarrentine@ocg-usa.com



Omnicom Consulting Group, Inc. 2927 Habersham Drive Tallahassee, FL 32309 Tel: 850-792-4705

Fax: 850-894-0950

March 31, 2017

Mr. Darren Prather City of Statesboro C/O Central Services Department 22 West Grady Street Statesboro, GA 30459

RE: Contract Negotiations – Professional Consulting Services Public Radio System

Dear Mr. Prather:

Per our teleconferences on March 23, 2017 and March 30, 2017 respectively, Omnicom Consulting Group, Inc. (OCG) understands that it was selected as the top ranked vendor for contract negotiations by the selection committee in response to the City's RFQ for professional radio communications consulting services. OCG has followed the direction provided during our call to break the project down into distinct phases of work, and to provide pricing on a per phase basis.

OCG's proposal provides a clear scope of work and pricing for all phases of work beginning with the needs analysis and continuing through system implementation and acceptance. In Phases 3, 4, and 5, the consultant's scope of work will vary depending upon the direction the City selects for the project. For Phase 6, System Implementation Support, considering that we do not have a complete understanding of the services needed during system implementation, OCG has included a variable scope of work and range of pricing based upon our experience with similar projects. OCG fully understands that the City may alter the scope to meet its budgetary and operational requirements.

OCG is confident that our approach to the project will facilitate the development of a consensus among system stakeholders through a collaborative and interactive process that will be a key part of the success of the project. We do not enter into any project with preconceived solutions. To the contrary, we understand that each client is unique, and that the best system design for a neighboring agency or an agency of similar size may not be the best design for the City of Statesboro. OCG works with each client to develop the precise solution that meets the client's operational needs at the best value.

We understand that our objectivity and unbiased position is of the utmost importance to our clients and to the public they serve. Most importantly, OCG has no affiliation or conflict of interest with any vendor and brings independence and objectivity to the City's project. Our sole focus is to assist our clients in implementing the very best communications solution for their unique needs and requirements. The vendors selected in our recent procurements include Airbus DS Communications, Harris Corporation and Motorola Solutions. The fact that three different vendors were selected in OCG's three recent projects demonstrates our independence and vendor

neutrality. This is critically important in a public sector procurement involving millions of dollars.

We believe that our proposal demonstrates our extensive qualifications and experience which are directly relevant to the services required by the City, and makes OCG uniquely qualified to provide the services detailed in this proposal. As an officer of the company, I am authorized to bind OCG to the services proposed herein.

If you have and questions regarding our submittal, please contact:

Tim Barrentine President, Omnicom Consulting Group, Inc. 2927 Habersham Drive Tallahassee, FL 32309

Telephone: 850-792-4723 Fax: 850-894-0950

Email: tbarrentine@ocg-usa.com

Respectfully,

Tim Barrentine, PMP

President, Omnicom Consulting Group, Inc.

Jim Barrentine

Enclosures: Proposed Scope of Work and Pricing Response

Table of Contents

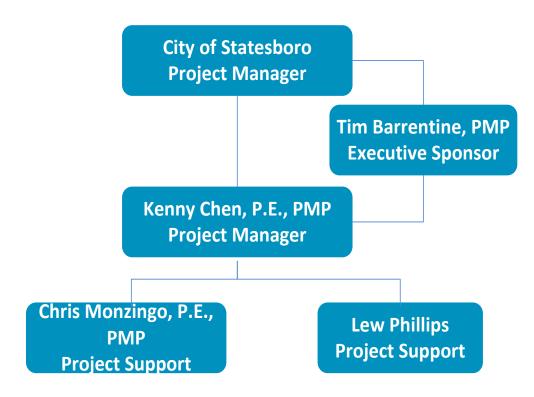
TAB 1: STAFF TO BE ASSIGNED AND CREDENTIALS	1
Staff Organization, Qualifications and Experience	2
TAB 2: FIRM'S SCOPE OF EXPERIENCE IN SIMILAR CONSU	LTING
PROJECTS	11
Previous Experience 700/800 MHz Public Safety Systems	12
TAB 3: FIRM'S EXPERIENCE WITH SIMILAR PROJECTS AS	THE CITY
OF STATESBORO	14
TAB 4: PROPOSED SCOPE OF WORK	18
PHASE 1: REVIEW THE CURRENT SYSTEM AND VENDOR PROPOSAL	20
PHASE 2: SUGGEST AND RECOMMEND AN UPGRADE PATH	22
PHASE 3A: TECHNICAL SPECIFICATION AND RFP DEVELOPMENT	22
PHASE 3B: TECHNICAL STATEMENT OF WORK DEVELOPMENT	24
PHASE 4A: PROPOSAL EVALUATIONS AND RECOMMENDATIONS	25
PHASE 4B: REVIEW AND EVALUATE VENDOR RESPONSE TO SOW	26
PHASE 5A: CONTRACT NEGOTIATIONS WITH SUCCESSFUL VENDOR	26
PHASE 5B: CONTRACT NEGOTIATIONS WITH EXISTING VENDOR	26
PHASE 6: SYSTEM IMPLEMENTATION SUPPORT	27
TAB 5: PRICING	31

TAB 1: STAFF TO BE ASSIGNED AND CREDENTIALS

Staff Organization, Qualifications and Experience

Our professional team has gained the reputation of being a respected leader in all of the markets we serve because of the depth and breadth of our knowledge and experience. Our strategy is to continuously develop and retain the most talented staff in the consulting industry. With a rich variety of experience and qualifications, this talent is carefully matched to projects based upon our clients' specific objectives.

Our Assigned Staff has over 100 total combined years of consulting and communications system experience.



Project Team Organization Chart

Kenny Chen, PE, PMP - Senior Consultant

Kenny is a Senior Consultant with OCG and has over 16 years of experience providing expert communications consulting services to public safety and public service agencies around the country. He is responsible for assisting OCG clients in the design and implementation of voice and data communications systems, multisite/simulcast, P25 digital, VHF, UHF, 700/800/900

MHz conventional and trunked land mobile radio systems, SCADA systems, microwave backhaul systems, mobile data systems, and antenna site installation and grounding and bonding. For the past several years, he has been leading large-scale public safety migration projects, most of which involve P25. Kenny is currently the Project Manager for the Palm Beach County 800 MHz P25 Project for its upgrade from Motorola SmartZone to a 10-site simulcast, 24-channel, Phase 1 and 2 P25 trunked radio system. Also as a Project Manager, Kenny recently completed work on a 3-site simulcast, 11-channel, Phase 1 P25 Project in the City of Coral Springs, FL for a Motorola system and a 4-site simulcast, 10-channel 800 MHz Phase 1 P25 Project in Glynn County, GA.

Kenny's areas of expertise include project management, needs assessment, communications system design, FCC licensing, development of system procurement specifications, proposal/bid evaluation, contract negotiations, implementation assistance, including Construction Engineering & Inspection (CE&I) and acceptance testing. Kenny has assisted clients in reviewing, analyzing, and filing FCC applications, as well as preparing supporting engineering, technical and regulatory information to maintain structure compliance within the FAA/FCC guidelines.

Kenny holds a BSEE from Florida State University and is registered as a Professional Engineer in the State of Florida (PE#63057) and as a Project Management Professional (PMP #1453253). He holds certifications in NIMS and ICS.

Education, Licenses, Certifications: BSEE, PE, PMP, NIMS, ICS

Total years of experience: 16

Kenny Chen, P.E., PMP Senior Consultant

Mr. Chen has 16 years of experience in public safety communication systems and assists clients with the design and implementation of voice and data communications systems. His areas of expertise include needs assessment, communications system design, FCC licensing, development of procurement specifications, proposal/bid evaluation, implementation assistance, including Construction Engineering & Inspection (CE&I), and acceptance testing. He has extensive experience with communications infrastructure including analog and digital, simulcast, P25, 700/800/900 MHz conventional and trunked land mobile radio, VHF and UHF conventional, microwave backhaul, mobile data systems, facilities planning, SCADA, intelligent transportation communications, backup power systems, and antenna site implementation grounding and bonding. In-depth experience in system maintenance and optimizations foster his understanding of system issues from the client's perspective.

Mr. Chen fluently speaks, reads and writes Spanish.

Selected Professional Experience

- Palm Beach County, FL 700/800 MHz P25 Upgrade. Project Manager for the assessment, design, specification development, competitive procurement and implementation of a 10-site 800 MHz simulcast trunked and a single site 700 MHz trunked repeater/aviation site communications system, with a geo-redundant Network Core configuration.
- **Glynn County, GA** 800 MHz P25 Upgrade. Project Manager for the assessment, design, specification development and sole-source procurement of a 4-site 800 MHz simulcast trunked P25 communications system using an existing 7-County regional shared Master Site (SEGARRN).
- Coral Springs, FL 800 MHz P25 Upgrade. Project Manager for the assessment, design, specification development, sole-source procurement and implementation of a 3-site 800 MHz simulcast trunked P25 communications system using a Motorola-hosted Master Site.
- Sarasota-Manatee Counties, FL 800 MHz P25 Upgrade. Project Support for the assessment, design, specification development and competitive procurement of a 9-site 800 MHz simulcast trunked P25 communications system per County, with a geo-redundant (one per County) Network Core configuration.

Previous Public Safety Wireless Communications Experience

 RCC Consultants, Inc. - Managing Consultant - Technical consulting for public safety, utilities, and transportation markets and systems. Developed technical specifications and procurement documents. Communication system wireless coverage and design.

Technical Expertise

Testing

VHF, UHF, 700, 800 & 900 MHz
Conventional and Trunked Communication
Systems
APCO Project 25 (P25) Digital
Communication Systems
Mobile Data Systems
Automatic Vehicular Location Systems
Microwave Backhaul Systems
RF Propagation and Interference Analysis

Radio Coverage and Functional Field

Communications Facilities Planning
Backup Power Systems
Field Site Surveys
Site Grounding and Bonding Installation
Standards
Maintenance/Warranty Plans &
Contracts
Project Management
SCADA Telemetry Systems

Infrastructure Equipment and Site

Development and Implementation

BSEE, Florida State University Awards, Affiliations and Certifications

Education

Professional Engineer License, Florida #63057 Project Management Professional #1453253

Tim Barrentine, PMP - President

Mr. Barrentine, President of OCG, is the assigned Executive Sponsor. In this role, he will be intimately involved with the project from start to finish and will be readily available to the City. While day-to-day operations will be maintained by the OCG's Project Manager, Tim's role will be to ensure project success by assuring that appropriate resources are available to the project at all times.

Tim has personally been involved in numerous large trunked system, microwave, and P25 projects in his 26-year career and is currently serving as the Project Manager for the Sarasota-Manatee County P25 Project with Airbus, and is winding down as the Project Manager for the Polk County, IA P25 Project with RACOM-Harris.

Tim is a certified Project Management Professional by the Project Management Institute, and holds certifications in the Incident Command System (ICS), National Incident Management System (NIMS), and Homeland Security Exercise and Evaluation (HSEEP) Program. Tim's technical expertise include interoperable communications system assessments, design and implementation, exercises and training programs, MPLS IP and TDM microwave systems, IP network design, grounding systems, AC/DC power systems, and communications site development. Tim has Bachelor of Science Degrees in both Electrical Engineering and Geology from Florida State University.

Education, Licenses, Certifications: BSEE, PMP, NIMS, HSEEP, ICS

Total years of experience: 26

Tim Barrentine, PMP

President

Mr. Barrentine is responsible for business development and management of engineering personnel at OCG, as well as assisting OCG clients with the project management, design and implementation of wireless communications systems. His areas of expertise include project management, needs assessment, communications system design, staffing analysis, consolidation studies, system procurement specifications, proposal evaluation, implementation assistance, communications site development, and acceptance testing. Mr. Barrentine has over 26 years of experience with 800-MHz, UHF, and VHF trunked and conventional digital/analog, voice radio systems, mobile data systems, commercial wireless mobile data systems, automatic vehicle location systems (AVL), digital microwave radio systems, fiber optic systems, fire alerting systems, equipment shelter planning, tower planning and communications site grounding systems. In 1991, Mr. Barrentine began his career at Omnicom Inc. As a Senior Consultant in 2000, he commenced his employment with RCC Consultants and advanced to Director of the Southeast Region. In April of 2015, he and a team of engineers separated from RCC to form Omnicom Consulting Group, Inc.

Selected Professional Experience

- Sarasota and Manatee County, FL Project Manager for the needs analysis, procurement support, and implementation of two 9-site simulcast 800 MHz P25 Phase 1 radio systems connected by a common redundant network core, associated Ethernet/IP based microwave system, and greenfield site development.
- Pasco County, FL Project Manager for proposal review and vendor selection for a P25 Phase 2 800 MHz 6 site simulcast trunked radio system upgrade.
- **Polk County, IA** Project Manager for the needs analysis, procurement support, and implementation of 5-site simulcast / 3-site 800 MHz P25 Phase 1 radio systems connected by a common redundant network core, and the associated Ethernet/IP based microwave system.
- **Prince William County, VA** Project Manager for the needs analysis, procurement support, and implementation for a 10-site simulcast 800 MHz P25 Phase 1 and 2 radio system, and MPLS based microwave system.

Technical Expertise

Land Mobile Radio

Ethernet/IP/MPLS Microwave Design

System Design and Optimization

Wireless Voice and Data Networks

Wide Area System Design Engineering

Fiber Optic Cable Systems

Dispatch Center Design

Fire Alerting Systems

Capture Management

Program Management

Process Development

Procurement Support

Budget Planning

Education

BS, Florida State University, Geology

BSEE, Florida State University

Awards, Affiliations and Certifications

Project Management Professional (PMP #534431)

Incident Command / Incident Management (ICS-100,

200, 300, 400, 700, 800)

Fiber Optic Network Design and Installation

Harris Network Management System

Harris Microwave Network Design

Lew Phillips – Senior Consultant

Lew is a Senior Consultant with OCG and has more than 40 years of experience in public safety and public service communication systems and is responsible for assisting OCG clients in the design, procurement and implementation of voice and data communications systems. For the past several years, he has been leading large-scale public safety migration and upgrade projects, most of which include the migration to P25 technologies. Lew is currently the Project Manager for Charlotte, FL for their upgrade from a 5-site Motorola SmartNet to a 7-site simulcast, 12-channel, P25 Phase 1/Phase 2 trunked radio system, and as the Project Manager, just completed the joint P25 system upgrade for Athens-Clarke County/UGA Athens for their upgrade to a Motorola P25 Phase 1/Phase 2 County wide radio system.

His areas of expertise include needs assessment, communications system assessment and design, FCC licensing, development of system procurement specifications, proposal/bid evaluation, contract negotiations, implementation assistance, and acceptance testing. Lew has experience with all aspects of communication systems technologies and their associated infrastructure including multisite/simulcast, P25 Phase 1 and 2, VHF, UHF, 700/800/900 MHz conventional and trunked, analog and digital land mobile radio systems, SCADA systems, microwave backhaul systems, mobile data systems, communications facilities planning, transportation communications systems, and antenna site development, implementation, and grounding and bonding. His in-depth experience with system maintenance and optimization foster his understanding of system performance issues from the client's perspective.

Education, Licenses, Certifications: Penn State University, Allegheny Technical Institute, FCC General Radiotelephone License, Motorola National Service Training, Motorola R56 FNE Standard, PMI Project Management Training

Total years of experience: 40

Lewis C. Phillips **Senior Consultant**

Mr. Phillips has 40 years of experience in public safety communication systems and assists clients with the design and implementation of voice and data communications systems. His expertise include needs assessment, communications system design, FCC licensing, development of procurement specs, proposal/bid evaluation, implementation assistance, and acceptance testing. He has extensive experience with communications infrastructure including analog and digital, simulcast, P25, 700/800/900 MHz conventional and trunked land mobile radio, VHF and UHF conventional, microwave backhaul, mobile data systems, facilities planning, intelligent transportation communications, backup power systems, and antenna site implementation grounding and bonding. In-depth experience in system maintenance and optimizations foster his understanding of system issues from the client's perspective.

Selected Professional Experience

- Athens-Clarke County, GA Project Manager for specification development and procurement for a P25 radio system upgrade and implementation of a 4-site 800 MHz simulcast trunked system and backhaul.
- St. Johns County, FL VHF to 800 MHz upgrade. Project Manager for the design, site selection, procurement, and implementation of a new 11-site 800 MHz simulcast trunked P25 communications system.
- Pinellas County, FL Performed a system review of a 10-site, 3-zone, 800 MHz simulcast trunked SmartZone/P25 network and HPD mobile data system and provided recommendations for redundancy and disaster recovery enhancements.
- Genesee County, MI Performed functional, specification testing and radio coverage acceptance testing of a Countywide P25 system.

Previous Public Safety Wireless Communications Experience

- RCC Consultants, Inc. Managing Consultant Technical consulting for public safety, utilities, and transportation markets and systems. Developed technical specifications and procurement documents. Communication system wireless coverage and design.
- Motorola C&E Service Manager Technical service manager for commercial, state and local government, Federal Government, and special markets. Major accounts include 800 MHz trunked radio systems for Broward County, the City of Fort Lauderdale, the Cities of Miami, Miami Beach, Coral Springs, and Hialeah.

Technical Expertise

VHF, UHF, 700, 800 & 900 MHz Conventional Site Grounding and Bonding and Trunked Communication Systems APCO Project 25 Digital Communication Systems Infrastructure Equipment and Site Development Radio Coverage and Functional and Implementation Microwave Backhaul Systems

Communications Facilities Planning Site Grounding and Bonding Installation Standards

Project Management

Installation Standards Propagation and Interference Analysis Field Testing SCADA Telemetry Systems Field Site Surveys Backup Power Systems Maintenance/Warranty Plans & Contracts

Education

Allegheny Technical Institute Penn State University Motorola National Service **Training** Motorola R56 FNE Standard Awards, Affiliations and **Certifications** FCC General Radiotelephone License. PG-3-4946

PCIA Certification Number 101907

Chris Monzingo, P.E., PMP - Senior Consultant

Chris is a Senior Consultant with OCG and is assigned the role of Deputy Project Manager for this project. Chris has actively participated in the design and engineering of many of the P25 projects that OCG personnel have worked over the recent past, including the St. Johns County, Athens-Clark County, Prince William County, City of Pensacola, Pasco County, Sarasota County and Manatee County radio systems.

Chris is responsible for assisting OCG clients with the design and implementation of wireless communications systems. Chris has participated in the planning, analysis and design of wireless systems including hands on experience in engineering design and development for VHF/UHF/700/800 MHz P25, conventional and trunking, simulcast and multi-site land/mobile radio systems and licensed and unlicensed microwave systems in all frequency bands. Chris' areas of expertise include project management, needs assessment, microwave system design, RF coverage analysis, proposal/bid evaluation, electrical system design, communication shelter design, NIMS, ICS, HSEEP Exercise Design and the NEC expertise.

Chris has over 24 total years of professional experience and is a Professional Engineer in the State of Florida (PE#73902), and in the State of Georgia (PE#037855). He is a registered model law engineer with NCEES (52245) and is a Project Management Professional (PMP #1385992). He received his bachelor's degree in electrical engineering and MBA from Florida State University. Chris holds certifications in NIMS, ICS, exercise design and evaluation.

Education, Licenses, Certifications: BSEE, MBA, PE, PMP, NIMS, HSEEP, ICS

Total years of experience: 24

Chris Monzingo, P.E., PMP

Senior Consultant

Mr. Monzingo is responsible for assisting OCG clients in the design and implementation of wireless communications systems. Mr. Monzingo's areas of expertise include project management, needs assessment, microwave system design, RF coverage analysis, proposal/bid evaluation, electrical system design, technical drawing, communication shelter design and the NEC.

Mr. Monzingo has participated in the planning, analysis and design of wireless systems including VHF/UHF/700/800 MHz P25 Phase 1 and 2, conventional and trunking, simulcast and multi-site land/mobile radio systems and 5.8, 11, 18, 23, 24, 28 and 60 GHz microwave systems.

Mr. Monzingo received his bachelor's degree in electrical engineering from Florida State University in 2007 and received his master's degree in business administration from Florida State University in December of 2009. Mr. Monzingo is registered as a Professional Engineer in the State of Georgia (PE037855) and Florida (PE#73902) and as a Project Management Professional (PMP #1385992).

Selected Professional Experience

- Talquin Electric Cooperative Project Manager for specification development and procurement for the development of 5 new communication sites including new self-supporting towers and shelters. Procurement and implementation of a 310Mbps loop protected microwave network and 28 unlicensed point-to-multipoint hops for substation connectivity.
- **Talquin Electric Cooperative** Project Manager for specification development and procurement for a UHF DMR radio system upgrade and implementation of a 5-site UHF multisite trunked system.
- Clarke County, VA Project Manager for needs assessment, specification development and procurement for a P25 radio system upgrade.
- **St. Johns County, FL** VHF to 800 MHz upgrade. Project Engineer for the design, site selection, procurement, and implementation of a new 11-site 800 MHz simulcast trunked P25 communications system.

Previous Public Safety Wireless Communications Experience

- RCC Consultants, Inc. Managing Consultant Technical consulting for public safety, utilities, and transportation markets and systems. Developed technical specifications and procurement documents. Communication system wireless coverage and design.
- **Tarpon Electric, Inc.** Operations Manager Managed all day to day business including 50 full time employees and completing over \$6.5 million in contracting business in a 3 year period.

Technical Expertise

VHF, UHF, 700/800 MHz P25 Phase 1 and 2, Conventional and Trunking Systems

Microwave System Design

Training and Exercise Development

Electrical System Design Technical Drawing

National Electric Code RF Coverage Modeling

Communication Shelter Design

Project Management

Site Grounding Systems

Education

MBA, Florida State University BSEE, Florida State University

Awards, Affiliations and Certifications

Professional Engineer State of Georgia (PE037855) Professional Engineer State of Florida(PE #73902)

Model Law Engineer NCEES (52245)

Project Management Professional (PMP #1385992)

Incident Command / Incident Management (ICS-100,

200, 300, 400, 700, 800)

Journeyman Electrician

TAB 2: FIRM'S SCOPE OF EXPERIENCE IN SIMILAR CONSULTING PROJECTS

Previous Experience 700/800 MHz Public Safety Systems

Our current and recent P25 projects include Sarasota and Manatee Counties, FL (800 MHz P25 Regional System), Charlotte County, FL (700 MHz P25 Phase 1/2), Palm Beach County, FL, (700/800 MHz P25 Phase 1/2), Columbia County, FL (800 MHz P25 Phase 2), Clarke County, VA (VHF 2 site simulcast), Prince William County, VA (800 MHz P25 Phase 1/2), Athens-Clarke County, GA (800 MHz P25 Phase 1/2), the State of Florida SLERS replacement project, Pasco County, FL, Polk County, IA (700/800 MHz P25 Phase 1/2), St. Johns County, FL (800 MHz P25 Phase 1), Seminole County, FL, City of Boca Raton, FL (800 MHz P25 Phase 1), City of Boynton Beach, FL (800 MHz P25 Phase 1/2), City of Delray Beach, FL (800 MHz P25 Phase 1), City of Coral Springs, FL (800 MHz P25 Phase 1), Glynn County, GA (800 MHz P25 Phase 1), Caddo Parish, LA, and Pinellas County, FL. Here is an illustrated mapping of OCG Staff P25 Project Experience.



Microwave Radio Backhaul System Experience

Most of the OCG project references include an upgrade of the microwave backhaul system, primarily because of the age of the microwave system and the transition to modern IP-based systems. OCG utilizes Pathloss5 software tool to analyze the reliability of existing microwave paths that may be upgraded to a higher throughput capacity. Typically, we include a requirement in the RFP for the vendor to perform a physical path survey for each microwave link to ensure that no obstructions are present.

Other relevant microwave projects include assisting Palm Beach County with the upgrade of a 10-site and a 15 site analog to digital 6 and 11 GHz microwave system to a digital microwave system. For the Talquin Electric Authority, OCG assisted with the implementation of a 310 Mbps, 6-site loop core with 28 star point-to-point 50 Mbps substation microwave paths. For Prince William County, VA, OCG assisted in the implementation of a 10-site, Nokia 7705 multiprotocol label switching (MPLS) overlay on the existing SONET microwave and fiber backhaul network.

Fire Station Alerting

OCG personnel have a significant amount experience with FSA systems, and are thoroughly familiar with NFPA 1221 requirements for FSA. Many OCG P25 replacement projects involve the support of FSA and include the use of a dedicated FSA system or they alert fire stations by utilizing the existing communication system capabilities.

Frequency Planning, Analysis and Licensing

Many of OCG's projects involve the acquisition and/or analysis of additional frequency spectrum or the reuse of existing frequency spectrum. Though the pressure for new radio channels has been lessened by P25 Phase 2 system designs, capabilities of neighboring jurisdictions must be considered as a P25 Phase 2-only system may result in interoperability gaps if their subscriber radios are not P25 Phase 2 equipped. This is often addressed by specifying dual mode P25 Phase 1 / 2 capable system whereby a limited quantity of channels on the system will support P25 Phase 1 operation.

Where new spectrum is required due to insufficient capacity or a change in frequency band, OCG researches the FCC databases and state/regional plans to determine availability of channels that can be licensed to support the new system and utilizes our proprietary TrueFreqTM application to quickly find available, licensable channels. Compatibility of the spectrum at particular sites is determined through intermodulation, transmitter noise and receiver desensitization analyses. Upon determining the spectrum is compatible, OCG prepares and files FCC license applications on behalf of its clients. OCG also prepares waivers to the FCC's rules and regulations, if required. Examples for the need of a waiver include authorization to utilize spectrum allocated to different services or to "short space" a co-channel licensee.

TAB 3: FIRM'S EXPERIENCE WITH SIMILAR PROJECTS AS THE CITY OF STATESBORO

The following is a listing of our current and recent projects that are similar in scope to the City of Statesboro public radio system project.

Glynn County, Georgia

Kenny Chen was the Project Manager and lead technical support for this project. Additional technical support throughout the project was provided by Lew Phillips, and Chris Monzingo.

The County's existing SmartNet radio system has reached the end of its useful life, and manufacturers support was no longer available for key components of this system. This project included the evaluation of the existing 9-channel, 4-site simulcast, 800 MHz Motorola SmartNet radio system utilized by Glynn County public safety agencies, and to provide alternative solutions for the upgrade this system to a APCO P25 compliant digital radio system. Additionally, all supporting systems such as microwave were included in the evaluation.

Phase 1 of the project included a needs analysis to document the existing systems, operational requirements, interoperability requirements, capacity requirements, and the future radio system requirements. OCG personnel reviewed proposals by the County's existing vendor to upgrade the existing systems, and also analyzed the existing 800 MHz frequency set for interference issues, developed budgetary cost estimates for the alternative solutions, and developed a recommendations report.

In Phase 2, OCG personnel assisted the County in the development of a procurement document and in negotiations for a contract with their vendor Motorola.

Charlotte County, Florida

Lew Phillips is the Project Manager and lead technical support for this project. Lew has worked closely with the County Communications System Manager and the user groups to define their requirements and develop a competitive RFP. The County plans to use their existing P25 capable user equipment so the upgrade procurement was for dispatch consoles and infrastructure equipment only. In order to "level the playing field", OCG developed for the RFP a suite of "vendor-neutral" specifications and criteria for the prediction of radio coverage, particularly for the modeling of coverage for portable radio equipment. Vendors typically use their individual equipment and unique specifications for antenna and body losses which result in inconsistencies in their predicted radio coverage between vendors. The County received two proposals and is presently in the final stage of contract negotiations with the lowest bid vendor.

Palm Beach County, Florida

Kenny Chen is the Project Manager and lead technical support for this project. Additional technical support throughout the project was provided by John Hogan, Lew Phillips, and Chris Monzingo. Kenny has worked closely with the County Project Manager and the County communications support team throughout the project to ensure a smooth transition and cutover of a very large system using common tower sites, antennas and frequencies. The County system

is interconnected with the systems in the Cities of Boca Raton, Delray Beach, and Boynton Beach so careful coordination was essential to maintain public safety dispatch operations. Additionally, the old microwave system had to be replaced with a new hybrid IP-based microwave network.

Sarasota and Manatee Counties, Florida

Tim Barrentine is the Project Manager and lead technical support for this project. Additional technical support throughout the project was provided by Lew Phillips, and Chris Monzingo.

Sarasota County operates a Motorola ASTRO 800 MHz SmartZone trunked voice radio system with seven (7) tower sites that supports voice radio communications for approximately 4,800 system users. Manatee County operates a Harris EDACS 800 MHz trunked voice radio system with nine (9) tower sites that supports voice radio communications for approximately 3,500 system users.

The Counties retained OCG personnel to assist in the needs analysis, preliminary design and procurement of a new P25 regional radio system, supporting the requirements of both counties including enhanced reliability, and increased interoperability for public safety. A needs analysis to document coverage, capacity, functionality, interoperability, and other design requirements for the proposed regional network was performed. The needs analysis was followed by a preliminary system design inclusive of the system infrastructure, subscriber requirements, system capacity needs, 800 MHz frequency analysis, radio coverage requirements, network connectivity requirements, and budgetary cost estimates for the proposed system. Proposals were received from Airbus DS and Motorola Solutions, Inc. and the project was awarded to Airbus DS. The project is presently in the implementation phase.

Polk County, Iowa (Des Moines area)

Tim Barrentine was the Project Manager and lead technical support for this project. Additional technical support throughout the project was provided by Lew Phillips. The RFP was developed for a leased 700/800 P25 digital trunked radio system, and a supporting microwave system to provide network connectivity to the sites. The proposed system included one PSAP that dispatches for all 30 public safety agencies, and provides 97% reliability portable outdoor radio coverage within Polk County, Iowa. This system was designed for a two-phased implementation approach. Phase 1 includes adding four EDACS transceiver sites to increase radio coverage to 97% area coverage, and purchasing 600, EDACS/P25 700/800 MHz capable subscriber radios. This will allow all agencies utilizing VHF and UHF frequencies to migrate to the EDACS system prior to the January 1, 2013 FCC narrow banding deadline. Phase 2 of the project includes the purchase of another 650, 700/800 MHz P25 capable subscribers, and upgrading the leased infrastructure to P25 Phase 2 digital modulation.

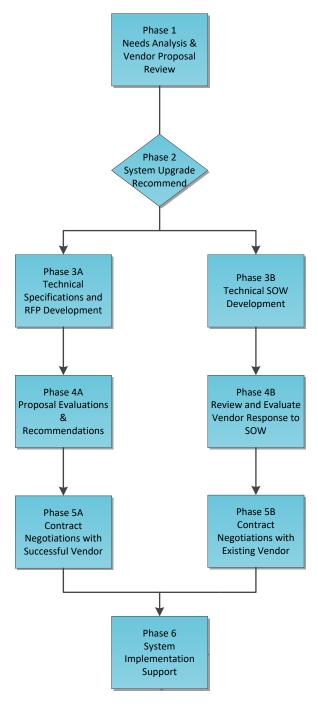
Athens-Clarke County, Georgia

Lew Phillips was the Project Manager and lead technical support for this project. Lew has worked closely with the 800 MHz Communications System Manager and the user groups to define their requirements and develop a competitive RFP. OCG personnel assisted them in an evaluation of their legacy E9-1-1 and 800MHz trunked simulcast radio system to develop options for the migration to a new NG9-1-1 system and a P25 compliant radio system. The following services were performed in the first Phase of this project:

- Complete Needs Assessment of the existing the legacy systems, dispatch facilities, communication sites, fire alerting, weather sirens, emergency call boxes, and SCADA system
- Develop conceptual designs and cost estimates to allow ACCUG to select the best and most cost effective path forward to the implementation of the new NG9-1-1 and Dual-Mode P25 compliant systems
- Develop a vendor neutral RFP document for the procurement of the new systems, assist ACCUG in evaluating the technical merits of each proposal received in response to their RFP and actively participate in the vendor interview process
- Assist ACCUG in successful contract negotiations for the new NG9-1-1 and Dual-Mode P25 compliant radio systems with the selected Vendor.

TAB 4: PROPOSED SCOPE OF WORK

In accordance with the City's RFQ and subsequent discussions, OCG has proposed consulting services in six (6) phases of work. The work in Phases 1 and 2 will be the same regardless of the City's approach. The work performed in Phases 3, 4 and 5 will vary depending upon the decisions made by the project steering committee in Phase 2. The work performed in Phase 6 will vary in scope and cost depending upon the level of effort required to support the system implementation. Please see the flow chart below for a graphical representation of the project phases.



Phase 1: Review the Current System and Vendor Proposal

OCG will review the capabilities, resources and technologies of the current system and the system user needs requirements in Phase 1. The items specifically addressed in the Needs Assessment Phase will be the following at a minimum:

- Meet with the User Committee and user groups to gather their needs and concerns "first hand" so that we have a clear vision of the deficiencies of their current system, their individual and collective needs and requirements including radio coverage and interoperability, and their requirements for user equipment such as mobile and portable radios configurations and accessories.
- Assess the current and available infrastructure communication sites including tower sites and dispatch centers to identify and document assets that may be utilized for the new communications system.
- Assess the radio coverage of the current communications system using our propagation software tools to establish a benchmark of the existing system coverage performance.
- Analyze the information collected in the steps above to perform a gap analysis of the current systems' ability to meet the needs and requirements of the system users.
- Perform a review of the vendor proposal received by the City to determine if the proposed solution(s) meet or exceed the needs and requirements of the system users.
- Draft and deliver a Needs Assessment and Findings Report.

Task 1: Kickoff Meeting, Technology and Review

OCG will begin this very important Project by scheduling a Project Kickoff Meeting with the City's Project Manager. The Kickoff Meeting begins with a presentation to the stakeholder user group to introduce the OCG team. OCG will follow with a presentation that will provide an overview of the scope of the project and the tasks to be performed, a review of the Project Schedule, and a discussion with the group to address any questions they may have regarding the Project.

Task 1a: Stakeholder Interviews and Data Collection

To better understand the needs and expectations of the system users (User Committee), OCG will conduct interviews with key stakeholders to obtain and review current information and specific details for each department that may influence the design or operational features and functionality of the new communications system. OCG will coordinate a series of interview sessions with the City's Project Manager and begin the interviews immediately after the kickoff meeting.

During the interviews, radio system coverage and interoperability will be discussed in detail including radio coverage problems and issues. OCG will verify the total subscriber radio counts,

radio equipment configurations and accessories and other ancillary system requirements, and any additional unique user requirements.

Task 1b: Dispatch and Communication Site Surveys

System infrastructure components such as shelters, towers, backup power, dispatch facilities, grounding and environmental control systems are some of the most important parts of any communication system. OCG personnel will conduct surveys of existing dispatch and radio communication sites and proposed new sites to review the physical, technical and equipment needs of each facility. We will photograph and document the site configuration, general overall physical and electrical condition, and the facilities and systems in place at each location and will examine the compound security, tower structure, grounding systems, surge protection systems, equipment shelter and HVAC, primary and auxiliary power systems, fuel supply, radio communications equipment and site backhaul connectivity equipment.

OCG will document the existing backhaul network connectivity and provide recommendations for improvements to the backhaul system.

Task 2: Radio Coverage and Capacity Analysis

OCG will develop radio coverage maps for the existing radio system as a baseline of the existing system coverage. OCG will develop the coverage design for the new system including any new site locations, technology changes and frequency band changes.

OCG will develop coverage map predictions as determined during the needs analysis. Typical scenarios include portable radios operating outdoors and in-buildings within the City's service area. OCG will also perform an analysis of the capacity requirements for the system based upon traffic data collected during the interview process.

Task 3: Review the Vendor Proposal Received by the City

OCG will perform a technical review of the proposal received by the City to determine if the technical and functional capabilities of their proposed solution will meet the needs and requirements of the system users. The results of this task will be a gap analysis which will identify any shortcomings of the proposed system solution(s).

Task 4: Draft, Deliver, and Present a Needs Assessment and Findings Report

OCG will prepare a draft version of the Needs Assessment and Findings Report. The Report will include an overview of the current communications system, an assessment of needs and requirements of the system users, and the shortcomings and deficiencies of the proposed system solution(s), if any.

The draft Report will be submitted to the City's Project team for review and comment. OCG will attend and participate in report review meetings as required by the City. OCG will update the report as necessary based upon the comments provided during the review process and submit

the final Report. OCG will assist the City team with the preparation and the presentation of the Report to Commission and the User Committee.

Phase 2: Suggest and Recommend an Upgrade Path

Following the evaluation and a detailed discussion of the Needs Assessment and Findings Report, OCG will work with the City to determine if an RFP procurement documents is required for the procurement of a new radio system that meets or exceeds the needs and requirements of the system users. If a competitive procurement is required, then OCG will proceed with the development of an RFP document as defined in Phase 3A. If it is determined that it is in the best interest of the system users to proceed with the City's current vendor, OCG will proceed with the development of a technical statement of work document as defined in Phase 3B. OCG will provide the City with its conclusions and recommendations in a letter report and presentation as required.

Phase 3A: Technical Specification and RFP Development

If the City chooses to move forward with the development and procurement through the RFP process, OCG will work with City staff to develop a procurement specification and requirements document that clearly defines the City's communication system requirements, facilitates competitive pricing, and provides a thorough and balanced proposal evaluation process.

OCG will develop a complete suite of technical specifications for the design, procurement and implementation of a new P25 communications system. The technical specifications will be the basis upon which each vendor's proposed system design will be evaluated. Each vendor will be required to respond to each item in each section of the technical requirements in the RFP to ensure compliance. At a minimum, these areas will include the following:

- User equipment requirements if applicable
- APCO P25 compliance
- Communication infrastructure site and radio coverage voice quality and reliability requirements
- Backhaul networks redundancy, reliability, and configuration
- P25 Phase 1 (FDMA) and Phase 2 (TDMA), voice and data requirements
- P25 interfaces; ISSI, CSSI, and conventional interfaces; conventional base stations, fire station alerting, severe weather siren alerting, analog paging, SCADA, etc.
- Interoperability gateways; ISSI, conventional interfaces, control station radios
- Fleetmapping, talk group and user ID capacity requirements
- System redundancy and reliability; geo-diverse infrastructure and control sites if applicable, failure and fall back modes

- Network control and management systems and security
- FAA, FCC, and Region 10 compliance and filings
- Frequency bands and simulcast/multisite configurations
- Logging recorder interface
- Dispatch consoles and radio frequency control station requirements
- Tower site development; towers, shelters, backup power systems (generators, UPS, DC Power), grounding and bonding, security

OCG will develop a vendor-neutral RFP for the procurement and implementation of a new P25 communications system. The RFP will build upon the recommendations from the needs assessment, stakeholder meetings, and the preliminary system design work. Performance and functional requirements for the P25 radio communications system will be established and the RFP will be structured to enable each vendor to submit its most appropriate technology and system configuration. The RFP will address specific technical and procedural areas, as well as support areas such as training and maintenance. At a minimum, these areas will include the following:

- RFP response procedures
- Vendor information and qualifications
- Implementation Schedule
- Project Management processes and requirements
- Factory staging and testing requirements
- Site development requirements and infrastructure improvements
- Radio frequency band, FCC and Region 10 requirements
- Functional and operational requirements
- Radio coverage and capacity performance requirements
- System reliability and redundancy requirements
- Optional capabilities and equipment, AES voice encryption, P25 Data, OTAR. OTAP
- Expandability of the proposed systems to accommodate future growth
- Interoperability agreements and draft Memorandums of Understanding with surrounding agencies such as direct interoperability and ISSI and conventional interfaces
- User and technical training requirements
- System acceptance and radio coverage acceptance testing
- System documentation and as-built documentation requirements
- System cutover and migration requirements

- Warranty and maintenance response and restoration time requirements
- On-going maintenance, technical support, and system refresh options and local support

Upon completion of the draft RFP, OCG will submit the document to City team for review and discussion. Feedback and suggestions from the team will be incorporated into the final version of the RFP document. OCG will finalize the RFP and provide it to the City for issuance to the vendor community. OCG will identify a list of qualified vendors that may potentially respond to the RFP.

The City may wish to consider requiring the bidders to submit their cost information separate from their technical proposal to enable the Project team to evaluate the technical responsiveness apart from proposed costs. This approach may help improve objectivity during the vendor evaluations.

Phase 3B: Technical Statement of Work Development

Following OCG's review of the user requirements, the existing system infrastructure, and the proposal from the City's current radio vendor in Phase 1, OCG is now prepared to develop and or refine a Statement of Work (SOW) document. OCG will work with the City's current radio system vendor to develop and or refine a SOW that will define the equipment, services, and acceptance criteria to be utilized in an Agreement between the City and the current radio system vendor.

The technical specifications will be the basis upon which vendor's proposed system design will be evaluated and accepted once implemented. At a minimum, the following areas will be included in the SOW:

- User equipment requirements (if applicable)
- APCO P25 compliance
- Communication infrastructure site and radio coverage voice quality and reliability requirements
- Backhaul networks redundancy, reliability, and configuration
- P25 Phase 1 (FDMA) and Phase 2 (TDMA), voice and data requirements
- P25 interfaces; ISSI, CSSI, and conventional interfaces; conventional base stations, fire station alerting, severe weather siren alerting, analog paging, SCADA, etc.
- Interoperability gateways; ISSI, conventional interface
- Fleet-mapping, talk group and user ID capacity requirements
- System redundancy and reliability; geo-diverse infrastructure and control sites if applicable, failure and fall back modes
- Network control and management systems and security

- FAA, FCC, and Region 10 compliance and filings
- Frequency bands and simulcast/multisite configurations
- Logging recorder interface (if required)
- Dispatch consoles and radio frequency control station requirements
- Acceptance criteria
- Tower site development; towers, shelters, backup power systems (generators, UPS, DC Power), grounding and bonding, security

Phase 4A: Proposal Evaluations and Recommendations

After receipt of the proposals, the City's Procurement Department will make a "first pass" review looking for gross errors and omissions. The City will provide OCG with proposals that are qualified for a detailed evaluation. The evaluation team will utilize the minimum response criteria matrix previously developed by OCG. OCG has proposed to assist the City in performing a detailed evaluation of up to three vendor proposals, and to develop a list of questions in preparation for vendor oral presentations.

The City and OCG teams will utilize the formal proposal evaluation matrix constructed from the RFP document for the final evaluation of proposals. The evaluation matrix will be designed to indicate the degree of conformance or nonconformance of each proposer's submittal.

OCG personnel will attend the vendor oral presentations to assist the City in understanding each vendor's offering. OCG will prepare a list of questions as required to clarify certain issues not fully explained in the proposals.

The result of the City/OCG evaluation process is a Proposal Evaluation Report (deliverable) that may include a ranking of each evaluated proposal, a set of recommendations with supporting justifications and other information deemed necessary by City. The report will detail each proposal's operational and technology benefits and drawbacks, detailed cost data, lease and purchase options, and long term maintenance costs and expected lifecycle costs.

OCG will provide the City with a draft report that will be followed by a final report after receiving feedback from the City's evaluation committee. The report will document the entire proposal evaluation, and will aid in avoiding protest action by losing proposers.

OCG will assist the City's evaluation committee with the final vendor selection. OCG personnel will attend the final vendor selection meeting with the selection committee. OCG will prepare and schedule a presentation of the Evaluation Report to the stakeholder group.

Phase 4B: Review and Evaluate Vendor Response to SOW

OCG has proposed to assist the City in performing a detailed evaluation of the vendor's response to its SOW. OCG will develop and utilize an evaluation matrix constructed from the SOW document. The evaluation matrix will be designed to indicate the degree of conformance or nonconformance with the vendor's submittal.

OCG personnel will attend the vendor's oral presentation (if required) to assist the City in understanding and finalizing the vendor's offering. OCG will prepare a list of questions as required to clarify certain issues not fully explained in the vendor's proposal.

The result of this process will be a complete proposal for all equipment and services, technical specifications, testing and system acceptance criteria, and maintenance requirements that will be procured by the City.

Phase 5A: Contract Negotiations with Successful Vendor

OCG will provide on-site and teleconference technical support to help the City negotiate favorable terms and conditions, statement of work, and best and final pricing with the selected vendor. OCG has not proposed legal representation, therefore it is recommended that the City provide legal representation to review and approve any proposed contract documents.

OCG has participated in many communications system procurements, and therefore has access to a large database of vendor pricing, and terms and conditions that are critical to a strategic advantage in system procurement and contract negotiations. This information helps OCG to assist its clients in contract negotiations with various radio system vendors, and save money and avoid costly change orders by developing a contract document that completely defines the equipment and services needs of the client prior to contract execution.

Phase 5B: Contract Negotiations with Existing Vendor

The basis for contract negotiations with the current radio system vendor will be the SOW developed in Phase 3B. OCG will provide on-site and teleconference technical support to help the City negotiate favorable terms and conditions, final statement of work, and best and final pricing with the City's current vendor. OCG has not proposed legal representation, therefore it is recommended that the City provide legal representation to review and approve any proposed contract documents.

OCG has participated in many communications system procurements, and therefore has access to a large database of vendor pricing, and terms and conditions that are critical to a strategic advantage in system procurement and contract negotiations. This information helps OCG to assist its clients in contract negotiations with various radio system vendors, and save money and

avoid costly change orders by developing a contract document that completely defines the equipment and services needs of the client prior to contract execution.

Phase 6: System Implementation Support (Optional)

Task 1: Attend and Participate in the Project Kickoff Meeting with the Vendor

OCG will attend and participate with City staff in the project kickoff meeting with the vendor. The purpose of the project kickoff meeting is to formally initiate the implementation phase of the upgraded/replacement system. The implementation project kickoff meeting attendees will include system stakeholders, OCG personnel, and the selected vendors' project manager and project team. The purpose of the kickoff meeting is as follows:

- Introductions, communications requirements, and a discussion of roles for the project
- Review of the scope of work contained in the contract document to make sure there is a clear understanding of City/vendor responsibilities, and discuss/resolve any complex or outstanding issues
- Review and agree upon the implementation schedule and milestones to be completed along the way
- Establish reporting requirements and frequencies (e.g., status reports formats, frequency and method)
- Review and discuss payment terms tied to milestone performance
- Discuss the development of a detailed cutover plan for all systems
- OCG will function as a City point of contact for the vendor with regards to the preparedness of the tower sites and facilities.
- OCG will document tower site problems for existing and new tower sites to ensure that
 the sites are available and ready to accept delivery of equipment per the agreed upon
 construction schedule.

Task 2: Project Management Services

The OCG Project Manager will participate in on-site and teleconference meetings with the vendor and City project team throughout the entire project. OCG will monitor the work performance of the vendor and will prepare bi-weekly progress reports which will provide information outlining the specific accomplishments and tasks completed during the reporting period. The report will also update the project schedule with anticipated completion dates and what tasks remain to be completed.

OCG will review and respond to items such as, but not limited to RFIs, change order requests and other miscellaneous typical construction phase documentation.

Recommendations for problem resolution will be provided on a case-by-case basis. OCG will work with the City staff and the vendor to monitor, track, and resolve issues that may arise during system implementation.

OCG's project manager will also be available for on-site meeting as necessary to participate in public meetings to address questions and concerns from the local community with regards to the project.

Task 3: Detailed Design Review and Meetings

A Detailed Design Review (DDR) should be conducted with the selected vendor to thoroughly discuss their proposed system and configuration prior to the ordering and manufacturing of equipment and software. OCG will review all vendor equipment submittals and any request for substitution in this phase of the implementation. The DDR document identifies all required equipment, equipment locations, software, system diagrams and any customization as required by the City. OCG will review the vendor's initial draft of the DDR document and participate in project meetings and discussions to finalize the document.

Task 4: FCC Licensing Oversight

OCG will provide oversight of the FCC licensing process. Typically, licensing of the radio system is performed by the vendor and associated costs, such as frequency coordination, can be incorporated into the final contract. OCG will ensure that the FCC licensing requirements are addressed during the procurement process. OCG will monitor the licensing of the system frequencies to ensure that the licenses are available prior to system testing.

Task 5: Attend and Participate Factory Acceptance Testing of Systems

At the appropriate time OCG personnel will attend and participate in the factory acceptance testing of the new radio system and other major subsystems such as microwave radio system that may be required for the City's new communications system.

Task 6: System Installation/Implementation Oversight

OCG will provide oversight of the delivery and installation of the system equipment. OCG will perform inspections during site construction, civil work, and equipment installations for compliance with good engineering practice. Inspections will include compliance with industry installation, grounding, and lightning protection standards and guidelines. OCG will develop and maintain a punch list of deficiencies for correction by the vendor.

OCG will provide on-site oversight of equipment installation for all new systems being installed to support the upgraded/replacement systems. This will allow for real-time resolution of items that may otherwise be punch list items and will aid in a reducing the project schedule as it minimizes multiple mobilizations by vendor resources. On-site oversight services will ensure

that equipment is installed in the correct locations and in a manner that does not result in interference with other systems.

Task 7: Field Acceptance Testing Development and Execution

OCG personnel will work closely with the City staff to ensure that the new communication system and equipment are thoroughly tested prior to cutover and system acceptance. The detailed acceptance test plans developed during the contract negotiations will serve as the foundation for the acceptance testing process. The acceptance testing process will yield a punch list of various deficiencies that must be corrected prior to final system acceptance by the City. OCG personnel will maintain and monitor the punch list for the City. The punch list should be completely clear prior to final system acceptance including items such as training and the delivery of the final system documentation. OCG personnel will assist the City staff to ensure that all items required for final acceptance and payment are complete and in accordance with the contract prior to recommending final system acceptance.

The radio coverage testing is the most complex and important testing phase of system acceptance. OCG personnel will guide and participate in the radio coverage verification testing of the upgraded/replacement radio system to ensure that the level of radio coverage specified in the contract has been delivered.

Typically, prior to final acceptance, a 30-day reliability period for live system operation is required before final system acceptance. The reliability testing requires the successful operation of the new system for a period of 30 consecutive days without a major system failure. The reliability testing ensures that the new systems are stable and ready for acceptance by the City. OCG's on-site participation during the reliability period is not required for the duration of the reliability testing; however, OCG will monitor the test via teleconferences with the vendor and City staff.

Task 8: Cutover Support

OCG will monitor the progress of the vendor and radio system users to ensure a smooth and safe transition. The cutover of the dispatch system equipment is the most critical element in the transition and OCG will provide on-site support during this process.

Task 9: Final Inspection and Closeout Report

OCG will perform a final inspection of the radio system and facilities after testing and cutover has been completed. The inspection will ensure that all required construction, installation and documentation elements are completed. OCG will develop and maintain a punch list of deficiencies for correction by the vendor. Upon completion of all punch list items, OCG will issue a Final Inspection and Closeout Report to the City. The report will document whether the project and system goals have been met, that all required documentation and closeout forms have been received, that training has been provided and that all punch list items have been completed.

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TAB 5: PRICING

To facilitate the City's evaluation of our proposal, OCG has provided firm fixed pricing inclusive of travel expenses for each phase of work. OCG's pricing for Phases 1-5 are provided in Table 1.

OCG has provided the City with two pricing options for the optional Phase 6 work. However, it is understood that the City may want to further refine this scope of work to meet staffing and or budgetary requirements. Note, a more detailed explanation of Phase 6 options is provided in Table 2 below.

Phase of Work	Fixed Cost
Phase 1	\$25,000
Phase 2	\$5,000
Phase 3A or 3B	\$10,000
Phase 4A or 4B	\$10,000
Phase 5A or 5B	\$10,000
Phase 6* (Optional)	\$107,120 - \$129,840

Table 1 Competitive Procurement

OCG developed this budget based upon an hourly rate of \$140 per hour plus anticipated travel expenses for all team members.

Phase 6 Cost and Scope (Optional)

Option	Option #1	Option #2
Item / Cost	\$107,120	\$129,840
Task 1	On-Site Participation of Kick- off Meeting	On-Site Participation of Kick- off Meeting
Task 2	 Project Management (Remote Participation of Vendor Progress Meetings) 	 Project Management (Remote Participation of Vendor Progress Meetings)
Task 3	On-Site Participation of Detailed Design Review	On-Site Participation of Detailed Design Review
Task 4 Task 5	 FCC Licensing Oversight Review of Radio System Factory Staging Test Plan On-Site Participation of Radio System Factory Staging Test Review of Proposed Microwave System or Network Backhaul Enhancements 	 FCC Licensing Oversight Review of Radio System Factory Staging Test Plan On-Site Participation of Radio System Factory Staging Test On-site Participation of Microwave System of Network Backhaul Factory Staging
Task 6	 On Site Participation of eight (8) Vendor Progress Meetings, including Site Visits and Inspections 	• On Site Participation of sixteen (16) Vendor Progress Meetings, including Site Visits and Inspections
Task 7	 Review/Revise System Acceptance Test Plan On-Site Participation of System Acceptance Test Review/Revise Coverage Verification Test Plan On-Site Participation of Coverage Verification Test 	 Review/Revise System Acceptance Test Plan On-Site Participation of System Acceptance Test Review/Revise Coverage Verification Test Plan On-Site Participation of Coverage Verification Test
Task 8	• Cutover Support and Transition Support	• Cutover and Transition Support
Task 9	• Final Inspection and Project Closeout	 Final Inspection and Project Closeout

Table 2

CITY OF STATESBORO

COUNCIL

Phil Boyum, District 1 Sam Jones, District 2 Jeff Yawn, District 3 John Riggs, District 4 Travis L. Chance, District 5



Jan J. Moore, Mayor Randy Wetmore, City Manager Robert Cheshire, Deputy City Manager Sue Starling, City Clerk I. Cain Smith, City Attorney

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

To: Randy Wetmore, City Manager

From: I. Cain Smith, City Attorney

Brad Deal, PE, City Engineer

Date: 4/12/17

RE: Right of Way License Agreement with Mobilitie, LLC

Policy Issue: Telecommunications Utilities in City Right of Way

Recommendation:

Authorize Mayor to execute Right of Way License Agreement developed by the Georgia Municipal Association (GMA) between Mobilitie, LLC and the City of Statesboro.

Background:

Mobilitie, LLC has recently requested to install and maintain communications facilities within the city right of way in many cities in Georgia, including Statesboro. Along with other cities, the City of Statesboro utilizes GMA for assistance in telecommunications and right of way management services. GMA has developed a comprehensive Master Right of Way License Agreement with Mobilitie which allows the City to approve and regulate any installations, as well as setting annual license fees that Mobilitie will pay the City.

Budget Impact: Mobilitie will pay the City annual license fees for facilities installed in city right of way.

Council Person and District: N/A

Attachments: Right of Way License Agreement with Mobilitie, LLC

RESOLUTION #2017-17:

A Resolution approving the Right of Way License Agreement between Mobilitie, LLC and the City of Statesboro.

THAT WHEREAS, Mobilitie, LLC has requested to install communications facilities in City of Statesboro right of way.

WHEREAS, The City recognizes the need to accommodate wireless infrastructure while also protecting the health, safety and welfare of the public;

WHEREAS, The City Engineering Division permits and regulates utility installations in city right of way;

WHEREAS, Georgia Municipal Association has developed a Master Right of Way Agreement with Mobilitie to be used and adopted by cities, which provides protection of the right of way and establishes annual license fees to be paid by Mobilitie to the City;

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

Section 1. The City Manager, City Attorney, and City Engineer have reviewed the Right of Way License Agreement and recommend approval by the City Council.

Section 2. The City Council has reviewed the Right of Way License Agreement attached to this resolution and has received the recommendation of the City Manager. The City Council authorized the Mayor to execute the Right of Way License Agreement with Mobilitie, LLC.

Section 3. That this Resolution shall be and remain effective from and after its date of adoption.

Adopted this 18th day of April, 2017.

CITY OF STATESBORO, GEORGIA

Ву: _		Attest:	
	Jan Moore, Mayor		Sue Starling, City Clerk