



April 19, 2016 5:30 pm

1. Call to Order by Mayor Jan J. Moore
2. Invocation and Pledge of Allegiance by Councilman John Riggs
3. Recognitions/Public Presentations
 - A) Proclamation for "Manufacturing Appreciation Week"
 - B) "America's Best Community" presentation
4. Public Comments (Agenda Item):
5. Consideration of a Motion to approve the Consent Agenda
 - A) Approval of Minutes
 - a) 04-05-2016 Council Minutes
 - b) 04-05-2016 Executive Session Minutes
 - B) Consideration of a Motion to adopt **Resolution 2016-19** : A Resolution accepting the right of way of Pitcher Plant Way and Independence Way as public streets to be owned and maintained by the City of Statesboro, Georgia.
6. Consideration of a Motion to approve **APPLICATION # RZ 16-03-01**: William B. Morgan and Amy Morgan request a zoning map amendment for 1.38 acres of property located at 23320 Highway 80 East from O (Office) zoning district to CR (Commercial Retail) zoning district in order to utilize the space for retail businesses (Tax Parcel # MS92 000095 000).
7. Consideration of a Motion to approve **APPLICATION # SE 16-02-01**: Brason Investments, LLC requests a Special Exception for .38 acres of property located at 101 Hawthorne Road to utilize the existing single-family residence as an office (Tax Parcel # MS74 000085 000).
8. Consideration of a Motion to approve **RESOLUTION 2016-18**: A Resolution authorizing the waiver of any payment in lieu of taxes (PILOT) by the Statesboro Housing Authority to the City of Statesboro for the 2015 tax year in the amount of \$21,337.33.
9. Consideration of a motion to approve the allocation of funding and purchase of 55 Watch Guard Vista Body Worn Cameras, software and antennas. The amount not to exceed \$80,205.00. The funding coming from FY2016 SPLOST and Seized Funds. Watch Guard is the Sole Source Provider for these body worn cameras and software. They are compatible with existing and future in car systems utilized by SPD.

10. Consideration of a Motion to award a contract to provide general liability insurance, per negotiated terms, for a 15 month coverage period to Travelers in the amount of \$570,284.00. This coverage will commence in May of 2016 and end in August of 2017. This will bring the general liability policy in alignment with the workers compensation insurance policy in an effort to market them together as one package in the future.
11. Consideration of a Motion to award a contract to provide property and equipment insurance coverage for the City of Statesboro Fire Department to VFIS in the amount of \$39,204.00. This covers only the Fire Department property and equipment as all other insurance coverage will remain under the Travelers policy. VFIS specializes in Fire Department property and equipment coverage as they provide current value replacement rates as well as specialized training programs.
12. Consideration of a Motion to approve the "Statesboro Police Department Towing Rotation Agreement" template for use by the Statesboro Police Department to regulate Towing companies performing towing services at the request of the Statesboro Police Department
13. Other Business from City Council
14. City Managers Comments
 - A) Chief of Police search
15. Public Comments (General)
16. Consideration of a Motion to enter into Executive Session to discuss "Personnel Matters" in accordance with **O.C.G.A. §50-14-3 (2012)**
17. Consideration of a Motion to Adjourn

A Proclamation by the Mayor and City Council of Statesboro, Georgia

MANUFACTURING APPRECIATION WEEK

WHEREAS: Manufacturing Appreciation Week (MAW) was developed by the Technical College System of Georgia and the Georgia Department of Economic Development. Manufacturing Appreciation Week will be celebrated April 18-22, 2016.

WHEREAS: Nearly 9,400 manufacturing facilities are located in Georgia providing jobs for approximately 364,000 Georgians. Georgia's manufacturing operations such as transportation equipment, aerospace, computers and electronics, food, paper, metal fabrication, textiles and plastics create state wealth by adding value to raw materials through the application of people skills and investment in tools, technology and talent;

WHEREAS: Georgia's manufacturers provide opportunities through educational partnerships, company-sponsored community involvement efforts, volunteer programs and civic involvement;

WHEREAS: We congratulate Great Dane Trailers and their employees for being nominated for the prestigious award, "Manufacturer of the Year"; and all manufacturers in Statesboro and Bulloch County for the key role they play in promoting and ensuring a brighter and stronger future for the State;

WHEREAS: The Manufacturer of the Year Award will be presented at a luncheon on April 21 at the Georgia International Convention Center to companies in small, medium and large categories that exhibit a high degree of corporate responsibility and economic impact on Georgia and demonstrate a commitment to workforce excellence;

WHEREAS: Manufacturing is vital to Georgia's economy and has been the primary source of economic growth in the United States;

WHEREAS: An important component of the week's festivities is an educational one, making school children aware of industry and manufacturing as providing viable career options. Students from throughout the state of Georgia participated in a placemat, poster and t-shirt design contest, respectively, with themes to honor manufacturing in Georgia; and

NOW, THEREFORE, be it resolved that the week of April 18-22 be designated Manufacturing Appreciation Week, the 22nd annual celebration to acknowledge the critical and fundamental importance to the prosperity of our economy in the City of Statesboro and in Bulloch County.

This 19th day of April, 2016

Jan J. Moore, Mayor
City of Statesboro



**CITY OF STATESBORO
Council Minutes
April 05, 2016**

A regular meeting of the Statesboro City Council was held on April 05, 2016 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 and John Riggs. Also present were Deputy City Manager Robert Cheshire, City Clerk Sue Starling, City Attorney Alvin Leaphart, Director of Public Works and Engineering Jason Boyles and Director of Planning and Development Mandi Cody. Absent was Councilman Travis Chance.

The meeting was called to order by Mayor Jan J. Moore
The Invocation and Pledge of Allegiance was given by Mayor Jan Moore

Recognitions/Public Presentations

Presentation of Retirement for Roger Davis, Refuse Collection Driver, Public Works Department, after 16 years of service.

Mayor Moore presented Mr. Davis with a plaque for his years of service as a Refuse Collection Driver with the Public Work Department.

Presentation from Georgia Southern University's Dr. Darin Van Tassell regarding Statesboro's proposed participation in the Sister Cities program with Italian cities Grottaferrata and Monte Compatri. Dr. Van Tassell is representing the work that has been done on the project by GSU and the Statesboro Convention and Visitors Bureau.

Dr. Darin Van Tassell with Georgia Southern University and the Statesboro Convention and Visitors Bureau gave a presentation to Mayor and Council about the City of Statesboro becoming a Sister City with two Italian cities Grottaferrata and Monte Compatri through the Sister Cities International Program. Mr. Van Tassell stated it is a joint effort with the GSU Office of International Programs and Services and the SCVB. The Georgia Southern University has been taking students to these two cities through their study abroad summer program; this will be the third year of the program. These two cities have been reaching out to us for the past year and a half and are eager to hear our response.

Public Comments (Agenda Item): None

Consideration of a Motion to approve the Consent Agenda

- A) **Approval of Minutes**
 - a) **03-15-2016 Council Minutes**

- B) **Request for a Special Event Permit for the “Cure Childhood Cancer” Fundraising Dinner to be held at the Belle House**
- C) **Consideration of a motion to approve Resolution 2016-16: A Resolution to approve the restatement and amendment of the City of Statesboro’s Georgia Municipal Association 401 (a) Defined Contribution Plan Adoption Agreement.**

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

Administrative Hearing for alleged alcohol violation as pursuant to Chapter 6 of the City of Statesboro Alcohol Ordinance:

	<u>Offense in 12 month period</u>	<u>Citation Date</u>
A) Michael Kay and Jason G Palmer Two Guys Discount Inc DBA Two Guys Beverage & Tobacco 8 B College Plaza	1st Offense	March 4, 2016
B) Robert B Demere III Enmark Stations Inc DBA Enmark Stations Inc #849 Northside Drive West	1st Offense	March 4, 2016
C) Clyde Woolard Coastal Area Stores Inc DBA Clyde’s Market #76 17874 Highway 67	1st Offense	March 4, 2016

Mayor Moore conducted the hearing and all participants were sworn in by Mayor Moore.

Mr. Michael Kay, owner of Two Guys Beverage & Tobacco waived his right to a hearing and agreed to the violation of furnishing alcohol to under age persons. Mayor Moore then asked for a motion and Mr. Kay agreed that based on the evidence presented here today that Council finds that the licensee, his agents, and or employees did violate Chapter 6 of the Code of Ordinance of the City of Statesboro in the twelve month period immediately preceding this hearing. Councilman Boyum made a motion seconded by Councilman Yawn to accept the guilty plea from Mr. Kay. Councilman Boyum, Jones, Yawn and Riggs voted in favor of the motion. The motion carried by a 4-0 vote.

For the penalty of the violation, Councilman Boyum made a motion seconded by Councilman Yawn to consider this a first offence with a warning. Councilman Boyum, Jones, Yawn and Riggs voted in favor of the motion. The motion carried with a 4-0 vote.

Mr. Mark McNease, on behalf of Enmark Stations Inc #489 waived his right to a hearing and agreed to the violation of furnishing alcohol to under age persons. Mayor Moore then asked for a motion and Mr. McNease agreed that based on the evidence presented here today that Council finds that the licensee, his agents, and or employees did violate Chapter 6 of the Code of

Ordinance of the City of Statesboro in the twelve month period immediately preceding this hearing. Councilman Riggs made a motion seconded by Councilman Jones to accept the guilty plea from Mr. McNease. Councilman Boyum, Jones, Yawn and Riggs voted in favor of the motion. The motion carried by a 4-0 vote.

For the penalty of the violation, Councilman Boyum made a motion seconded by Councilman Riggs to consider this a first offence with a warning. Councilman Boyum, Jones, Yawn and Riggs voted in favor of the motion. The motion carried with a 4-0 vote.

Mr. A. J. Gambino, on behalf of Clyde's Market #76 waived his right to a hearing and agreed to the violation of furnishing alcohol to under age persons. Mayor Moore then asked for a motion and Mr. Gambino agreed that based on the evidence presented here today that Council finds that the licensee, his agents, and or employees did violate Chapter 6 of the Code of Ordinance of the City of Statesboro in the twelve month period immediately preceding this hearing. Councilman Riggs made a motion seconded by Councilman Yawn to accept the guilty plea from Mr. Gambino. Councilman Boyum, Jones, Yawn and Riggs voted in favor of the motion. The motion carried by a 4-0 vote.

For the penalty of the violation, Councilman Boyum made a motion seconded by Councilman Riggs to consider this a first offence with a warning. Councilman Boyum, Jones, Yawn and Riggs voted in favor of the motion. The motion carried with a 4-0 vote.

Consideration of a motion to award a contract extension for the insurance brokerage services to align both the general liability and workers compensation insurance policies to Glenn Davis and Associates. The General Liability Insurance policy will begin May 1st, 2016 for a 15 month period and the worker compensation insurance will be for a 12 month period to begin August 1st, 2016. Both coverage policies will end on August 1st, 2017.

Councilman Yawn made a motion seconded by Councilman Jones to award a contract extension for the insurance brokerage services to align both the general liability and workers compensation insurance policies to Glenn Davis and Associates. The General Liability Insurance policy will begin May 1st, 2016 for a 15 month period and the worker compensation insurance will be for a 12 month period to begin August 1st, 2016. Both coverage policies will end on August 1st, 2017. Councilman Boyum, Jones, Yawn and Riggs voted in favor of the motion. The motion carried by a 4-0 vote.

Consideration of a Motion to approve Resolution 2016-17: A Resolution to approve a new classification and compensation plan provided by Evergreen Solutions LLC, which includes a list of job titles, pay grades, pay ranges, guidelines for administration and written job description for each position.

Councilman Boyum made a motion, seconded by Councilman Yawn to approve Resolution 2016-17: A Resolution to approve a new classification and compensation plan provided by Evergreen Solutions LLC, which includes a list of job titles, pay grades, pay ranges, guidelines for administration and written job description for each position. Councilman Boyum, Jones, Yawn and Riggs voted in favor of the motion. The motion carried by a 4-0 vote.

Consideration of a Motion to Award a Contract to Ellis Wood Contracting for the City of Statesboro Municipal Court Parking Lot Improvement Project. Ellis Wood's bid was in the amount of \$54,136.25, based on unit price extensions, however, since bids came in lower than expected, the Engineering Division request approval to spend up to the original estimated amount of \$65,530.00 in order to make repairs and improvements to the driveway/rear parking area behind the building. Costs for additional work to be based on contractor's unit bid prices. Construction to be paid for through 2013 SPLOST funds.

Councilman Riggs made a motion seconded by Councilman Boyum to Award a Contract to Ellis Wood Contracting for the City of Statesboro Municipal Court Parking Lot Improvement Project. Ellis Wood's bid was in the amount of \$54,136.25, based on unit price extensions, however, since bids came in lower than expected, the Engineering Division request approval to spend up to the original estimated amount of \$65,530.00 in order to make repairs and improvements to the driveway/rear parking area behind the building. Costs for additional work will be based on contractor's unit bid prices. Construction will be paid for through 2013 SPLOST funds. Councilman Boyum, Jones, Yawn and Riggs voted in favor of the motion. The motion carried by a 4-0 vote.

Other Business from City Council:

Mayor Moore read a letter that was sent to her praising the Statesboro Police Department.

City Managers Comments

A) "Beer Mart LLC" is applying for an alcohol license for retail package sale of beer and wine, 3018 Northside Drive West Suite A, pending the background investigation. The owners are James M Strowbridge III & Catina L Strowbridge.

B) Chief of Police Search

Acting City Manager Robert Cheshire read the notification for an alcohol application. He also stated a revised towing rotation will be on the next agenda; in addition we will proceed with the process for the Chief of Police Search in mid-April.

Public Comments (General): None

Consideration of a Motion to enter into Executive Session to discuss "Personnel Matters" in accordance with O.C.G.A.§50-14-3 (2012)

At 11:00 am, Councilman Riggs made a motion, seconded by Councilman Yawn to enter into Executive Session to discuss "Personnel Matters" in accordance with O.C.G.A.§50-14-3 (2012). Councilman Boyum, Jones, Yawn and Riggs voted in favor of the motion. The motion carried by a 4-0 vote.

At 11:20 am, Councilman Riggs made a motion, seconded by Councilman Jones to exit Executive Session. Councilman Boyum, Jones, Yawn and Riggs voted in favor of the motion. The motion carried by a 4-0 vote.

Mayor Moore called the regular meeting back to order.

Consideration of a Motion to Adjourn

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

The meeting was adjourned at 11:20 am.

Resolution 2016-19: A RESOLUTION ACCEPTING RIGHT OF WAY OF PITCHER PLANT WAY AND INDEPENDENCE WAY AS PUBLIC STREETS TO BE OWNED AND MAINTAINED BY THE CITY OF STATESBORO, GEORGIA.

WHEREAS, BRECKENRIDGE GROUP STATESBORO GEORGIA, LLC is the owner of the two streets segments known as Pitcher Plant Way and Independence Way and wishes to convey said streets to the City of Statesboro; and

WHEREAS, with the planned growth of the surrounding area, the City believes it is in the best interest of the public for those roads to be public streets, owned and maintained by the City;

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Statesboro, Georgia, in regular session assembled this _____ day of _____, 2016, as follows:

Section 1. That Pitcher Plant Way, and Independence Way are hereby formally accepted for dedication by the City of Statesboro, Georgia as public streets and rights-of-way to be owned and maintained by the City of Statesboro.

Section 2. That this resolution authorize and direct the Mayor of the City of Statesboro, Georgia to accept the dedication of the above described property by virtue of a right of way deed.

Section 3. All that certain, lot, tract or parcel of land lying, situate and being in the 1209th G.M.D., Bulloch County, Georgia, and in the City of Statesboro, containing 0.972 acre and being the proposed sixty (60') foot public right-of-way as shown on a plat prepared by Thomas M. Lewis, Surveyor, dated June 21, 2013, revised July 18, 2013 and recorded in Plat Book 65, Page 341, Bulloch County Records. The above referenced plat and the description thereon are by reference incorporated herein for all purposes of this description.

Section 4. That this Resolution shall be and remain in full force and effect from and after its date of adoption.

Passed and adopted this _____ day of _____, 2016.

THE CITY OF STATESBORO, GEORGIA.

By: _____
Jan J. Moore, Mayor

Attest: _____
Sue Starling, City Clerk



City of Statesboro

OFFICE OF CITY ENGINEER

MEMORANDUM

To: Robert Cheshire, PE, Deputy City Manager

From: Brad Deal, PE, City Engineer

Re: Street Dedication Requests for Pitcher Plant Way and Independence Way

Date: April 11, 2016

The Breckenridge Group Statesboro , Georgia, LLC has submitted street dedication forms for Pitcher Plant Way and Independence Way, located in the commercial area adjacent to Aspen Heights Apartments on Fair Road. The streets were built and inspected in accordance with City specifications. The Engineering Division recommends the City accept these two streets for ownership and maintenance.

Cc: Jason Boyles, Director of Public Works and Engineering

Attachments: Requests for Street Dedication, and plat

Request for Street Dedication

The undersigned owner(s)/developer(s)/authorized agent(s) to dedicate to the City of Statesboro the STREET described below:

Street Name: **Independence Way**

Starting at Point: **GA Hwy 67**

Ending at Point: **Pitcher Plant Way**

Length (in feet): **188 LF**

Width of Right-of-Way (in feet): **60'**

Name of Subdivision: **Aspen Heights Commercial Subdivision**

Plate Book Number and Page Number (for final subdivision plat): **Plat Book 65, Page 341**

I fully understand and agree that the street described above becomes a City maintained street only after the City approves my dedication request and declares to accept it as part of the City street system.



Owner/Developer/Authorized Agent

03/09/2016

Date

Request for Street Dedication

The undersigned owner(s)/developer(s)/authorized agent(s) to dedicate to the City of Statesboro the STREET described below:

Street Name: **Pitcher Plant Way**

Starting at Point: **Aspen Heights Drive**

Ending at Point: **Independence Way**

Length (in feet): **510 LF**

Width of Right-of-Way (in feet): **60'**

Name of Subdivision: **Aspen Heights Commercial Subdivision**

Plate Book Number and Page Number (for final subdivision plat): **Plat Book 65, Page 341**

I fully understand and agree that the street described above becomes a City maintained street only after the City approves my dedication request and declares to accept it as part of the City street system.



Owner/Developer/Authorized Agent

03/09/2016

Date

GEORGIA POWER CO. ESM'T.

BENCH MARK
NAIL SET IN ELEC. POLE-
ELEV. 183.14 (NAVD 88)

PROPOSED 80' R/W
ASPEN HEIGHTS DRIVE

CITY OF STATESBORO
LIFT STATION

BRECKENRIDGE GROUP STATESBORO GEORGIA, LLC

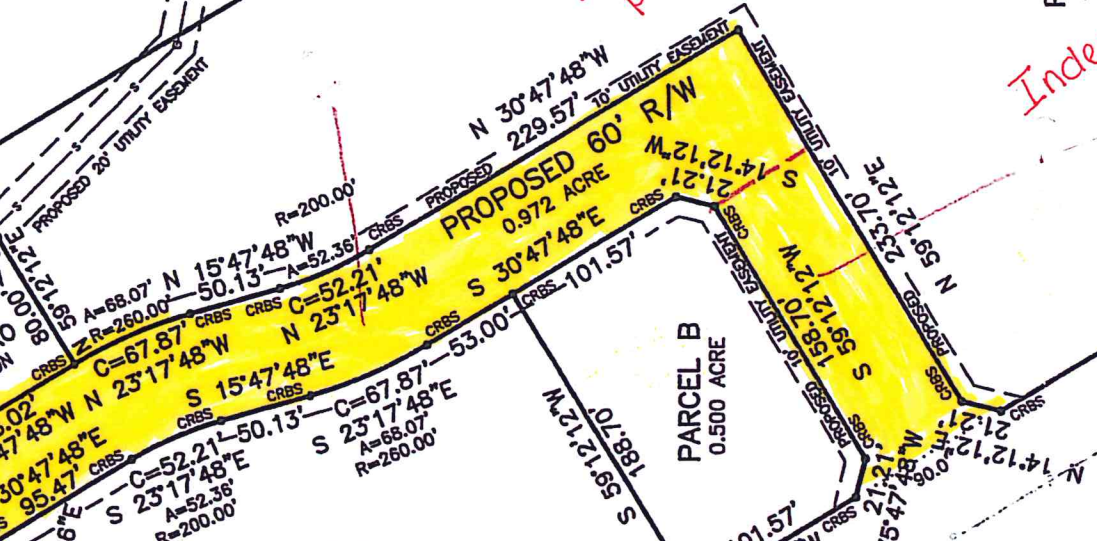
Pitcher
Plant Way

Independence
Way

PARCEL C
4.705 ACRES

BRECKENRIDGE
GROUP STATESBORO
GEORGIA, LLC

MIRIAM H. HODGES &
WENDELL C. HODGES
BURKHALTER
ROAD



GEORGIA HIGHWAY 67 - R/W VARIES

REFERENCES

PLAT FOR
BRECKENRIDGE GROUP STATESBORO GEORGIA,
LLC
BY THOMAS M. LEWIS
DATED APRIL 19, 2012

PLAT FOR
CITY OF STATESBORO (LIFT STATION SITE)
BY THOMAS M. LEWIS
DATED MAY 31, 2013

LEGEND

- REB = REBAR FOUND
- IPF = IRON PIPE FOUND
- CMF = CONCRETE MONUMENT FOUND
- R/WMF = RIGHT-OF-WAY MONUMENT FOUND
- PKNF = PK NAIL FOUND
- CRBS = CAPPED REBAR SET

- C = CHORD
- A = ARC
- R = RADIUS
- R/W = RIGHT-OF-WAY

PRECISION AND EQUIPMENT DATA

ERROR PER ANGLE: 00'00'03"
 E.O.C FIELD: 1/196495
 ADJUSTMENT METHOD: LEAST SQUARES
 E.O.C: PLAT: 1/130886 TO 1/2717136
 FIELD EQUIPMENT: MAGNETIC LOCATOR, DATA COLLECTOR, TOTAL STATION AND GPS

CERTIFICATE OF APPROVAL FOR RECORDING
PLANNING DIRECTOR, CITY OF STATESBORO

Pursuant to the Subdivision Regulations of the City of Statesboro, Georgia, all the requirements for Approval having been fulfilled, this final plat was given Approval by the City of Statesboro on

7/24/13, 2013

Date: 7/24/13 Mayor: Joe R. [Signature]

Date: 7/24/13 Planning Director: [Signature]

SURVEY OF THREE COMMERCIAL PARCELS AND A PROPOSED 60' R/W
IN THE 1209TH G.M.D OF BULLOCH COUNTY, STATESBORO, GA.

SURVEY FOR BRECKENRIDGE GROUP STATESBORO GEORGIA, LLC

SCALE: 1" = 100'

DATE: JUNE 21, 2013

REVISED JULY 18, 2013 (TIE CORRECTED)

FIELD SURVEY COMPLETED: 06/25/2013

PREPARED BY

MAXWELL-REDDICK AND ASSOCIATES, INC.

CIVIL ENGINEERS AND LAND SURVEYORS

1203 BRAMPTON AVENUE STATESBORO, GA.
912-764-4214

CERTIFICATE OF AUTHORIZATION # LSF000953



SCALE IN FEET

I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED IN CONFORMITY WITH THE TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 180-7 OF THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN THE GEORGIA PLAT ACT O.C.G.C. 15-6-67.





City of Statesboro – Department of Community Development
DEVELOPMENT SERVICES REPORT

P.O. Box 348
 Statesboro, Georgia 30458

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

**RZ 16-03-01
 ZONING MAP AMENDMENT
 23320 Highway 80 East**

LOCATION: 23320 Highway 80 East

REQUEST: Rezone from O (Office) to CR (Commercial Retail) for the purposes of leasing to a restricted range of retail businesses.

APPLICANT: William B. Morgan and Amy Morgan

OWNER(S): William B. Morgan and Amy Morgan

LAND AREA: 1.38 acres

PARCEL TAX MAP #s: MS92 000095 000

COUNCIL DISTRICT: District 5 (Chance)



PROPOSAL:

The applicant is requesting a zoning map amendment of 1.38 acres of property located at 23320 Highway 80 East (Tax Parcel # MS92 000095 000) from O (Office) District to CR (Commercial Retail) District for the purposes of leasing the property to retail businesses (See **Exhibit A** – Location Map). In accordance with Article IX Section 901(g) of the *Statesboro Zoning Ordinance*, the O (Office) district allows retail establishments complimentary to surrounding uses when granted a special exception; however, the applicant is requesting a zoning map amendment because a special exception is unique to the applicant and would require each new lessee or potential purchaser to present a case at City Council.

BACKGROUND:

The subject site was vacant in 2014, at which time the applicant submitted a building permit application for the construction of two “shell-only” structures. Currently, both 2,762 square foot structures are vacant and the applicant is offering “build to suit” to prospective tenants. Both structures will accommodate two (2) tenants and the applicant has immediate plans to begin leasing the space.

SURROUNDING LAND USES/ZONING:

ZONING:		LAND USE:
NORTH:	R20 (Single Family Residential)	Single Family Residences
SOUTH:	HC (Highway Commercial—Bulloch County)	Vacant Parcels
EAST:	HC (Highway Commercial—Bulloch County)	Single Family Residences
WEST	O (Office)	Offices and Single-Family Residential

The properties north of the subject site are zoned R20 (Single Family Residential) and contain single-family residences. Parcels to the south are zoned HC (Highway Commercial—Bulloch County) and are vacant. Properties to the east are also zoned HC (Highway Commercial—Bulloch County) and contain single-family residences. Parcels to the west are zoned O (Office) and contain a church, personal services and a veterinary practice (See **Exhibit B** – Photos of Subject Site and Surrounding Properties).

COMPREHENSIVE PLAN:

The subject site lies within the “Neighborhood Center” character area as identified by the 2014 City of Statesboro Future Development Map within the *2014 City of Statesboro Comprehensive Plan* (See **Exhibit C** – 2014 Statesboro Future Development Map). The “Neighborhood Center” character area is characterized by a blend of lower- to medium-density residential, offices, personal service and commercial uses. The character area’s intent is to balance the protection of nearby residential areas with the provision of neighborhood services by acting as a buffer between higher intensity commercial developments and residential areas.

Appropriate land uses for properties within the “Neighborhood Center” character area include neighborhood-scale commercial, office and services; medium-density residential and single-family residential. Some suggested development and implementation strategies for the area include the following:

- A mix of approximately scaled retail, services, and offices to serve the day-to-day needs of neighborhood residents
- Pedestrian oriented, with strong walkable connections between different uses
- Enhance the pedestrian friendly environment by adding sidewalks and creating other pedestrian friendly trail/bike routes linking to other neighborhood amenities
- Particular attention should be paid to signage to prevent visual clutter
- Encourage way-finding, on site and monument style signage
- Provide pedestrian linkages to adjacent and nearby residential or commercial districts

(2014 City of Statesboro Comprehensive Plan, pages 23-24)

COMMUNITY FACILITIES (EXCEPT TRANSPORTATION):

The subject site is currently serviced by city utilities including water and sewer, sanitation, and public safety services.

ENVIRONMENTAL:

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

ANALYSIS:

The 1.38 acre subject site is currently zoned O (Office) and contains two (2), “shell-only” connected structures that are each 2,762 square feet. The property owner is requesting a zoning map amendment from O (Office) to CR (Commercial Retail). The site is the last parcel within City of Statesboro city limits. The subject site is adjacent to Boyd Lane; an unpaved, primarily residential road along the site’s eastern property line. While Boyd Lane lies within the boundary of Bulloch County and is under the county’s jurisdiction, Article X Section 1003 (f) of the City of Statesboro Zoning Ordinance states that access to a local road that is primarily residential in nature from a property zoned CR (Commercial Retail) is prohibited.

Additionally, the subject site lies within the “Neighborhood Center” character area, which acts as a buffer between higher intensity commercial uses and residential zones. The applicant is proposing a total of four (4) tenants—two (2) in each building—with some restriction on retail uses allowed. Although adjacent properties to the west are zoned O (Office) and include the Merrywood Baptist Church, professional offices and a veterinarian facility and properties to the east are zoned HC (Highway Commercial—Bulloch County) and contain a mixture of commercial uses and apartments, the property is directly adjacent to the Merrywood Subdivision, a residentially zoned and utilized single-family neighborhood

The O (Office) zoning district recognizes complimentary retail establishments, as noted in Article IX Section 901 (g) of the *Statesboro Zoning Ordinance*. The applicant would like to request a zoning map amendment because a special exception is unique to the applicant granted the special exception, which would require each potential lessee/purchaser to present a special exception request to the Planning Commission and City Council.

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;**
 - o Existing uses and zoning of nearby property range from commercial/office to single-family residential homes.
 - o The property abuts a single family residential neighborhood to the rear.
 - o The property has frontage on a four lane commercial highway (US Hwy 80/ Northside Drive).
- (2) **The extent to which property values are diminished by the particular zoning restrictions.**
 - o Office related uses are permitted within the current zoning designation. Complimentary retail uses are permitted when authorized as a special exception.
- (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.**
- (4) **The relative gain to the public, as compared to the hardship imposed upon the property owner.**
 - o The structure was constructed in 2014 and remains unfinished and vacant since that time.
- (5) **The suitability of the subject property for the zoned purposes.**
 - o The proposed land use can comply with dimensional provisions of the *Statesboro Zoning Ordinance* and the *Comprehensive Plan*.
 - o The *Comprehensive Plan* promotes mixed uses.
 - o The *Statesboro Zoning Ordinance* generally prohibits commercial ingress and egress from a local road that is primarily residential in nature. Boyd Lane – although a County Road and not subject to the restrictions of the *Statesboro ordinance* – is adjacent to the property.
- (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: population density in the area; community facilities; living conditions in the area; traffic patterns and congestion; environmental aspects; existing and future land use patterns; property values in adjacent areas;**
 - o Council should make a finding of fact of whether the proposed use will have a negative impact on population density, community facilities, living conditions, traffic patterns or property values in adjacent areas given its current O (Office) zoning, which would allow for complimentary retail establishments.
- (8) **Consistency with other governmental land use, transportation, and development plans for the community.**
 - o Use of the property as low intensity commercial retail is consistent with the vision and guiding principles of the “Neighborhood Center” character area as articulated within the *Statesboro Comprehensive Plan* which promotes a mix of appropriately scaled retail, offices and services that meet the day-to-day needs of neighborhood residents.
 - o The requested zoning map amendment is consistent with the policies articulated within the 2035 Bulloch County/City of Statesboro Long Range Transportation Plan and the *Statesboro Comprehensive Plan*.
 - o Multiple cases requesting a zoning map amendment from O (office) to CR (Commercial Retail) have been heard in the recent past, including the following:
 - RZ 05-09-07: 23609 Highway 80 East (denied)
 - RZ 03-07-02: 23657 Highway 80 East (approved with the following conditions : 1) sale of malt and/or alcohol prohibited on property, 2) rear vegetative buffer on rear of lot along rear parking area, 3) 5-foot rear setback variance for proposed structure , 4) review alternative entrance from Cawana Rd. with final approval by City Engineer)
 - RZ 03-03-04: 500 East Grady Street (denied)
 - RZ 06-12-01: 0 Gentilly Road (Tax Parcel # S53 000064 000) (approved)
 - RZ 07-01-02: 605 Brannen Street (approved)
 - RZ 11-02-01: 151 Williams Road (approved)

STAFF RECOMMENDATION:

Council should make a finding of fact of whether the rezone from O (Office) to CR (Commercial Retail) would have a negative impact to the adjacent residential property and local road. If so, staff would recommend against the zoning map amendment. However, if Council finds that a negative impact would not result; or, if conditions could be imposed on the zoning map amendment to eliminate or mitigate the impact, then a zoning map amendment could be granted.

Should council find a zoning map amendment to be warranted by the criteria in the ordinance, staff would suggest the application of the following conditions to mitigate any negative impacts that could result from such:

1. The subject site shall adhere to the regulations for sign district three (3) of Article XV of the *Statesboro Zoning Ordinance*.
2. Ingress and egress from Boyd Road be prohibited.

3. Commercial uses be restricted based on available parking spaces pursuant to Article XVI of the Statesboro Zoning Ordinance.
4. Permissible uses shall be restricted to those uses permissible by right in the Central Business District for the City of Statesboro.
5. Restaurants may include outdoor seating areas, but are limited to sit down service or walk up service only. Drive through facilities are not permissible.
6. Convenience or general merchandise stores are permissible, but gasoline or fuel pump stations are prohibited.
7. An independent parking lot is not considered a permissible use by right for this parcel or any subdivision thereof.
8. Accessory structures are prohibited.
9. The pedestrian and parking areas shall be planted with street trees in accordance with the Statesboro Tree Ordinance and be furnished with street furniture, including but not limited to benches, litter receptacles, light poles, etc.
10. All outdoor storage shall be screened.

PLANNING COMMISSION RECOMMENDATION:

At its regularly scheduled meeting on April 5, 2016, the Planning Commission voted 4 to 0 to recommend approval of the zoning map amendment requested by this application with staff's recommended conditions. The Planning Commission recommended the following condition in addition to staff's recommendations:

1. The sale and/or serving of alcohol is prohibited.

EXHIBIT A: LOCATION MAP

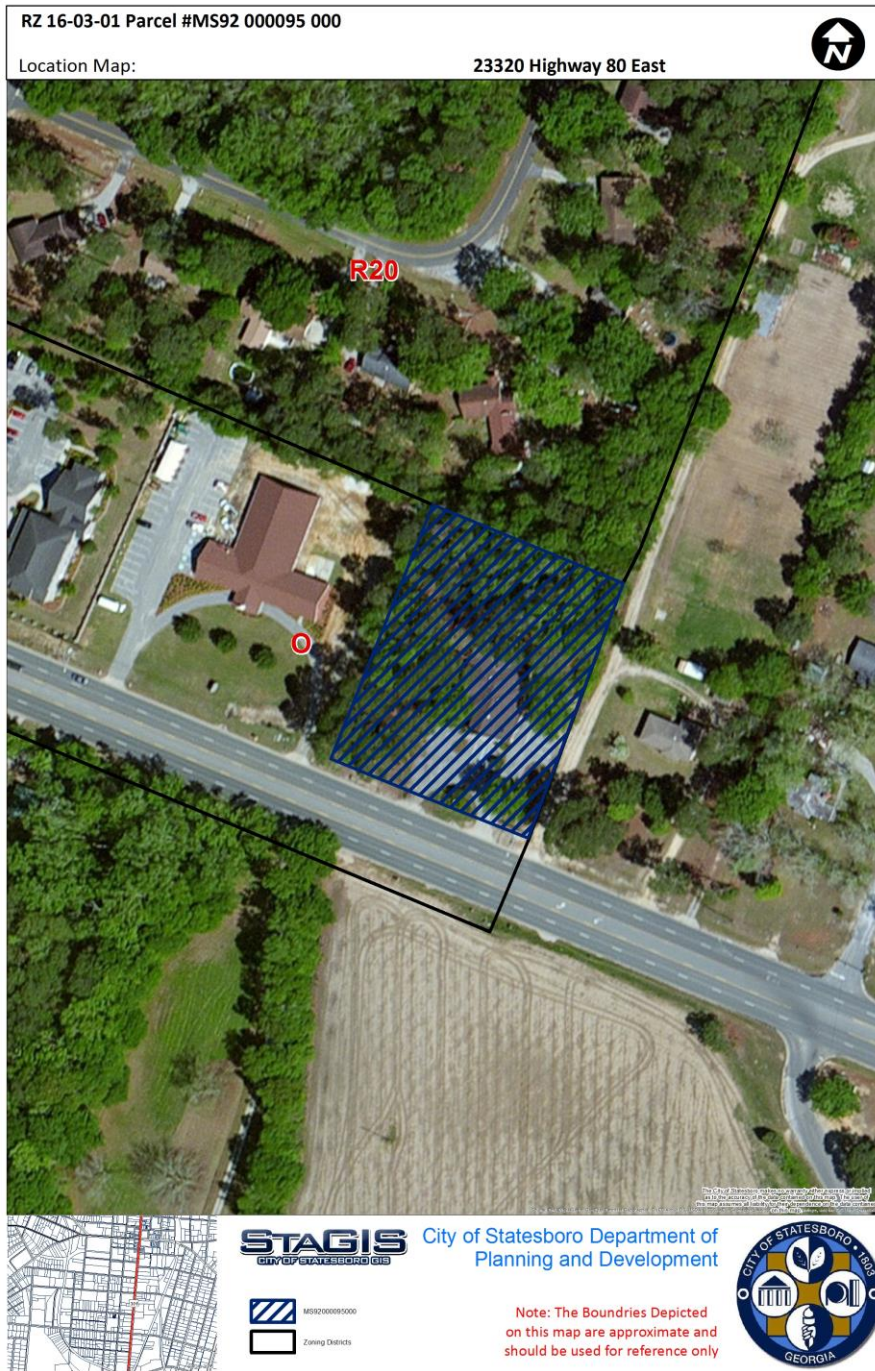


EXHIBIT B: PHOTOS OF SUBJECT SITE AND SURROUNDING PROPERTIES



Picture 1: Front View of Subject Site Facing Northeast from Across Highway 80 East



Picture 2: Back of Subject Site Facing South (one unit on the right side of the lot)

EXHIBIT B: PHOTOS OF SUBJECT SITE AND SURROUNDING PROPERTIES (CONT'D)



Picture 3: Side of Subject Site Facing East



Picture 4: Parking Lot of Subject Site Facing Highway 80 East Showing Ingress/Egress onto Highway 80 East

EXHIBIT B: PHOTOS OF SUBJECT SITE AND SURROUNDING PROPERTIES (CONT'D)



Picture 5: Boyd Lane (Bulloch County's Jurisdiction) Adjacent to Subject Site



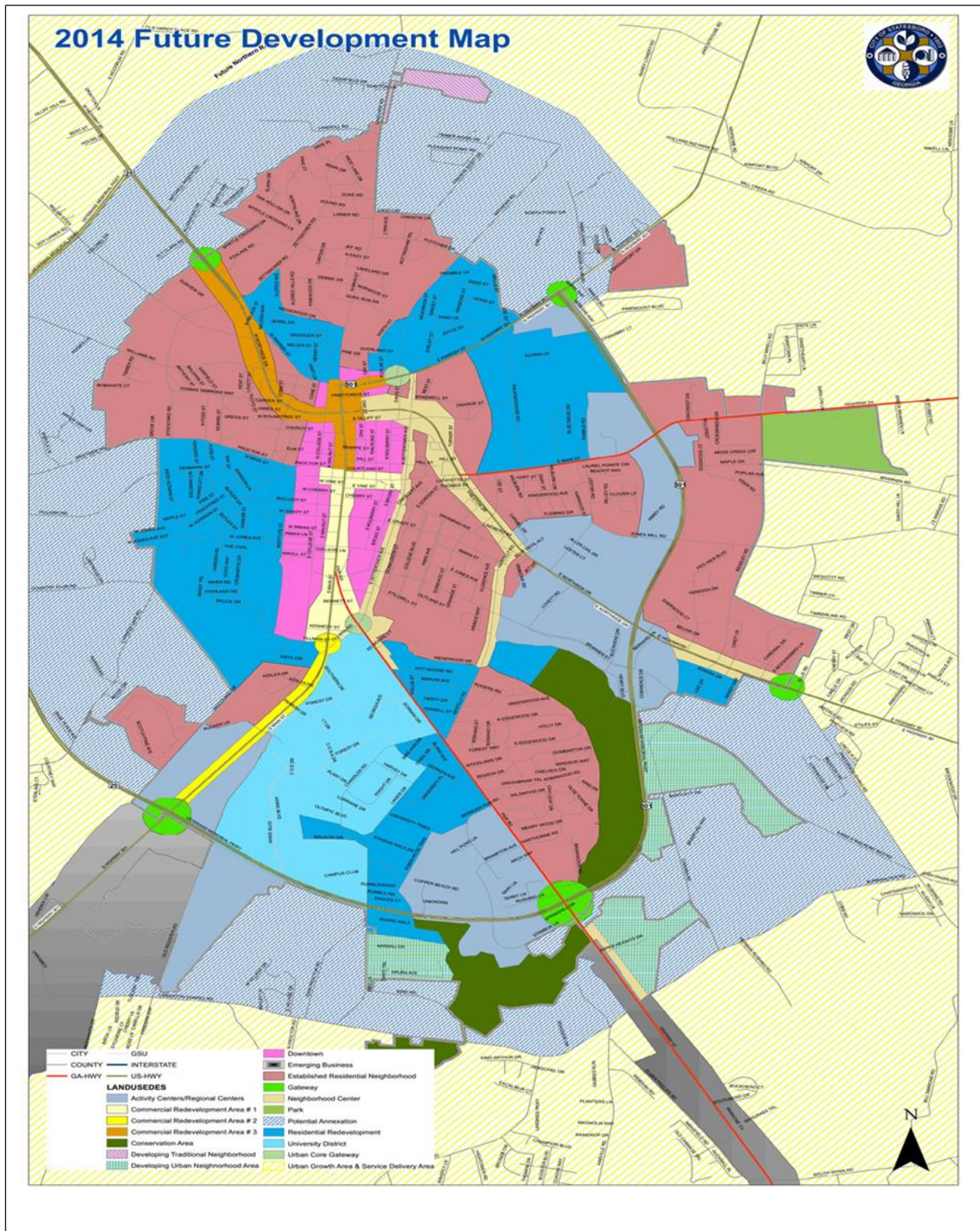
Picture 6: Subject Site Facing West Depicting Surrounding Properties

EXHIBIT B: PHOTOS OF SUBJECT SITE (CONT'D)



Picture 7: Subject Site Facing West Depicting Merrywood Baptist Church and Office Park

EXHIBIT C: 2014 STATESBORO FUTURE DEVELOPMENT MAP



SE 16-02-01
SPECIAL EXCEPTION REQUEST
101 HAWTHORNE ROAD

LOCATION: 109 Hawthorne Road

REQUEST: Special exception to use the existing single-family structure as a professional office within the R20 (Single-Family Residential) zoning district.

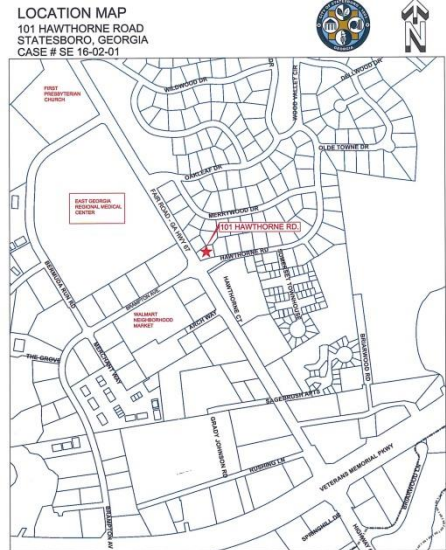
APPLICANT: Brason Investments, LLC

OWNER(S): Brason Investments, LLC

LAND AREA: 0.38 acres

PARCEL TAX MAP #: MS74 000085 000

COUNCIL DISTRICT: 5 (Chance)



PROPOSAL:

The applicant is requesting a special exception to utilize an existing single-family structure located at 101 Hawthorne Road as a professional office. The subject site is zoned R20 (Single-Family Residential), which limits land usage to single family residential purposes and does not permit professional offices by right. (See **Exhibit A** – Location Map, **Exhibit B** – Site Survey)

BACKGROUND:

The 0.38 acre single lot contains one (1) single-family residence. In 2014, the applicant requested a zoning map amendment for the property from R20 (Single-Family Residential) to O (Office), which was for the purpose of using the subject site as a professional office. The request was denied by City Council on March 17, 2015.

SURROUNDING LAND USES/ZONING:

	ZONING:	LAND USE:
NORTH:	R20 (Single Family Residential)	Single-Family Residential
SOUTH:	R4 (High Density Residential)	Residential Duplexes
EAST:	R20 (Single Family Residential)	Single-Family Residential
WEST	CR (Commercial Retail)	Retail; Food Services

The subject property fronts Fair Road and Hawthorne Road with residential uses along the north, east and south property lines. The western property line fronts Fair Road with commercial uses such as restaurants, banks, offices and personal services to the adjacent side of Fair Road. The site takes singular vehicle access from Hawthorne Road (See **Exhibit A** – Location Map, **Exhibit C** – Photos of the Subject Site and General Vicinity).

COMPREHENSIVE PLAN:

The subject site is located within the “Established Residential Neighborhood” and across Fair Road from the “Activity Centers/Regional Centers” character areas as identified by the 2014 City of Statesboro Future Development Map (See **Exhibit D**—2014 City Of Statesboro Future Development Map, **Exhibit E**—2014 City of Statesboro Future Development Map Area Detail and **Exhibit F**—Zoning Map).

The “Established Residential Neighborhood” character areas are identified as developing from the late 19th to mid-20th century. Major corridors in this area may support a mix of residential and commercial uses. As corridors transition from residential to commercial, the original structures should be maintained and renovated whenever possible. The pattern of

blending residential and commercial are made even more evident with the growing commercial and office uses that are adjacent to this site within the "Activity Centers/Regional Centers" character area.

Development patterns should be evaluated to maximize opportunities for appropriate blending of residential, office, and commercial development. Some suggested development and implementation strategies for the area include the following:

- Streets, especially thoroughfares, should incorporate Context Sensitive Solutions (CSS) to provide traffic calming and protect community character.
- In areas that are or were residential but may now be more appropriate for commercial uses, adaptive reuse of the residential structure should be encouraged to maintain the character of the area and to maintain appropriate scale.
- Uses should typically transition across the rear of properties instead of across the street to soften the transition between uses and maintain appropriate streetscapes in areas that are or were residential but may now be more appropriate for commercial uses, adaptive reuse of the residential structure should be encouraged to maintain the character of the area and to maintain appropriate scale. Excellent examples of adaptive reuse can be seen along Zetterower Avenue.

2014 Statesboro Comprehensive Plan, Community Agenda page 18 -19.

Suggested land uses of the Established Residential Neighborhood character area include:

- Neighborhood-scaled retail and commercial
- Small-scale office
- Neighborhood services
- Small-lot single-family residential

The "Activity Centers/Regional Centers" character area "will evolve into pedestrian-oriented shopping, office, and entertainment places." Small, mid-size, and regional retail commercial, including big box stores, are identified as appropriate land uses for this character area. Adopted development strategies for this character area include inter-parcel connectivity, especially along major thoroughfares, and encourage land uses that are suitable for the immediately surrounding area. It also states that parking in this area should be evaluated to encourage shared parking provisions.

Suggested land uses of the Activity Centers/Regional Centers Character area include:

- Small and Midsize regional retail and commercial
- Office
- Medical
- Multi-family

2014 Statesboro Comprehensive Plan, Community Agenda, Page 25

Applicable goal(s) of the Plan:

Protection of Existing Neighborhoods: Commercial encroachment into residential neighborhoods seems to be less of a current concern, but as Statesboro continues to grow, the potential for this conflict increases. Commercial, retail, and office uses can co-exist compatibly in residential areas if the design of the establishment is properly considered. The conversion of former homes to professional offices along Zetterower provides a model for how to accommodate non-residential uses as streets begin to carry more traffic and residential uses become less desirable. Whenever possible, existing structures should be preserved and/or renovated to accommodate changing land uses in order to protect both the neighborhood and overall community character.

Applicable Vision Statement(s) from the Plan:

Develop and implement a balanced and forward thinking land use policy that provides for a sustainable community of thriving neighborhoods, business areas, and civic places that comprise an outstanding quality of life and physical environment. The City will expand in a manner which conserves the natural land resources and integrates new development in ways which minimize negative impacts and provides for a healthy ecosystem. Walkable, neighborhood commercial areas will be supported; pedestrian and bike connections will be emphasized; office and business development will be a priority.

Applicable Policy(ies) from the Plan:

We will promote development that is sensitive to the land and gives consideration to adjoining, existing, and planned development as well as the overall community.

We will guide appropriate residential and non-residential in-fill development and redevelopment in a way that complements surrounding areas.

COMMUNITY FACILITIES:

The subject site is currently served by city utilities including water and sewer, sanitation, and public safety services. No significant impact is expected on community facilities as a result of this request. The property takes access solely from Hawthorne Road and is served by the recently installed traffic signal at its intersection with Fair Road (at Brampton).

ENVIRONMENTAL:

The subject property does not contain wetlands or flood zones.

ANALYSIS:

The entire .38 acre site is currently zoned R20 (Single Family Residential) and contains a 2,269 square foot single family residence with a paved driveway and a paved parking area. The parcel takes singular access from Hawthorne Road. The applicant's request would allow for the utilization of the existing structure to be used as an office. The R20 zone limits uses within the district to single family residential, religious, educational, and governmental uses. The requested special exception would allow for the existing structure to be used as professional and/or business office.

The subject property fronts Fair Road- a Transitional Corridor- which moves traffic from urban uses into suburban commercial and residential uses. Although the Office and Commercial Retail zones are across the street from the site, and R4 High Density Multi Family zone is across Hawthorne Road from the site, all of the property adjacent to and nearby the subject site off of Hawthorne road (and fronting Fair Road) is zoned R20- Single Family Residential with minimum lot sizes of almost one-half acre (20,000 square feet).

Special Exceptions allow for land uses not permitted as right within a zoning district, but which may be granted where the requested use makes a special showing of particular circumstances affecting the subject property that merit taking it out of the general legislative rules of zoning and where that use may be deemed appropriate and compatible with the surrounding neighborhood. In this case, a professional office is not a use permitted by right within the R-20 (Single-Family Residential) zoning district; rather the *Statesboro Zoning Ordinance* requires that professional offices be located in CBD (Central Business District), O (Office) or CR (Commercial Retail) zoning districts.

On January 14, 2015 the Planning Commission accepted the request of the applicant to table the recommendation to allow time to further research and review other available options. The case was reconsidered by the Statesboro Planning Commission at the February 10, 2015 meeting and recommended the following by a vote of 7 to 0:

To grant the applicant a **special exception** for the subject property pursuant to the following conditions:

- a. To allow the use of the property as a professional office.
- b. To require a vegetative buffer along the shared lot lines with lots 109, 110, and 107, but not along Hawthorne Road and Fair Road. Buffer conditions to be clarified by staff and applicant at a site visit on February 13, 2015 for presentment to Council.
- c. To limit parking spaces to a maximum of 10 spaces plus the garage.
- d. Property is not subject to sign district 3 regulations. Rather, signage shall be limited to no more than one monument style sign, no greater than 5X6 in size, brick in material. Signage is limited to Fair Road frontage or may be at the corner at Fair Road and Hawthorne Road, if approved for line of sight by City staff. Wall signage is limited to a 2 X 2 placard at the entrance to the building.

On March 17, 2015, the applicant's request was heard by City Council and died, due to a lack of a motion.

The request to rezone the subject property should be considered in light of the standards for determination of zoning map amendments given in Section 2007 of the Statesboro Zoning Ordinance; the vision and community policies articulated within the city's two (2) primary land use policies: The Statesboro Comprehensive Plan and the 2035 Bulloch County/City of Statesboro Long Range Transportation Plan; and the potential for the property to develop in conformance with the requirements of the proposed O (Office) zoning district for residential uses only as set forth in the Statesboro Zoning Ordinance.

Section 1802 of the *Statesboro Zoning Ordinance* outlines the qualifications needed to grant a special exception to the zoning ordinance. These include uses that are consistent with the purpose and intent of the zoning ordinance and district in which the use is proposed to be located; uses that do not detract from neighboring property; and uses that are consistent with other uses in the area. In order to meet these qualifications, approval of any special exception for the proposed use at the subject parcel should (if necessary) include conditions that will ensure that development in the area remains consistent with the *Statesboro Comprehensive Plan* and the *Statesboro Zoning Ordinance* and that serve to mitigate negative effects of the use to the surrounding area's character, uses, and zones.

Section 2406 of the *Statesboro Zoning Ordinance* lists seven (7) factors that should be considered by Mayor and City Council “in determining compatibility” of the requested use with adjacent properties and the overall community for considerations of Conditional Use Variances, or Special Exceptions as follows:

- A. Adequate provision is made by the applicant to reduce any adverse environmental impact of the proposed use to an acceptable level.
- B. Vehicular traffic and pedestrian movement on adjacent streets will not be substantially hindered or endangered.
- C. 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.
 - According to Article XVI of the *Statesboro Zoning Ordinance*, the applicant must have (1) parking space per every 1,000 square feet of area. This site has adequate room for the required parking. The site has a paved driveway with parking available in the rear; however, if front yard parking is planned, then paved parking pads will have to be installed.
- D. Public facilities and utilities are capable of adequately serving the proposed use.
 - Building Inspections by the Building Inspections Division (Building Official) have not been conducted but may be required in the permitting stage.
- E. The proposed use will not have significant adverse effect on the level of property values or the general character of the area.
- F. 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.
 - The existing structure is approximately 2,269 square feet in size.
- G. 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.

This request, if approved, is personal to the applicant. Any future changes to this proposal must be approved by City Council.

Additionally, 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:

2. Existing uses and zoning or (of) property nearby;
 - Immediately adjacent properties are zoned R20 – Single Family Residential.
 - Properties across Fair Road from the site are zoned Office (utilized as East Georgia Regional Medical Center) and Commercial Retail.
 - Properties across Hawthorne Road are zoned R4- High Density Residential Development. Hawthorne Road serves as the dividing line for the zoning districts between Single Family and Multi Family in this area.
3. The extent to which property values are diminished by the particular zoning restrictions.
 - Given its frontage on a transitional and high volume corridor, the property has likely lost desirability for use as a single family residential structure.
4. The extent to which the description of property values of the property owner promotes the health, safety, morals or general welfare of the public.
5. The relative gain to the public, as compared to the hardship imposed upon the property owner.
 - Office is considered a more compatible adjacent use to single family zones than commercial and can be considered an appropriate transition zone from single family to multifamily.
6. The suitability of the subject property for the zoned purposes.
 - The site could be developed in accordance with the provisions of the *Statesboro Zoning Ordinance*.
 - Given its frontage on a transitional and high volume corridor, the property has likely lost desirability for use as a single family residential structure

7. **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.**
 - o The property is not vacant. It is currently being utilized as a single family structure.
8. **The extent the proposed change would impact the following: population density in the area; community facilities; living conditions in the area; traffic patterns and congestion; environmental aspects; existing and future land use patterns; property values in adjacent areas;**
 - The proposed use is not expected to have a negative impact on population density, community facilities, living conditions, traffic patterns or property values, and is not expected to be negative or burdensome to the general public or surrounding property owners as offices of this size are generally considered to be low intensity uses.
 - Office use is considered to be a low intensity utilization of property.
 - The previous application for the same use on the subject property brought forward public concerns of traffic in and out of that site onto Hawthorne Road.
9. **Consistency with other governmental land use, transportation, and development plans for the community.**
 - o The subject site is located within the Established character area – which strives to protect residential neighborhoods with compatible land uses; but, is across the street from the high intensity Activity Center character area.
 - o The subject site is located along the district line between single family residential zoning and multifamily zoning.

STAFF RECOMMENDATION:

In order for Council to grant the application for a special exception, it should consider the criteria given in Section 2406 and 2007 for such and make a finding that the requested use of office is consistent with the purpose and intent of the Statesboro Zoning Ordinance and the R 20 single family residential district in which the use is proposed to be located; that the requested use does not detract from neighboring property; and that the proposed use is consistent with other uses in the area. If such a finding is made, staff would suggest the application of following the conditions previously recommended by the Statesboro Planning Commission:

- a. To require a vegetative buffer along the shared lot lines with lots 109, 110, and 107, but not along Hawthorne Road and Fair Road. Buffer conditions to be clarified by staff and applicant at a site visit on February 13, 2015 for presentment to Council.
- b. To limit parking spaces to a maximum of 10 spaces plus the garage.
- c. Property is not subject to sign district 3 regulations. Rather, signage shall be limited to no more than one monument style sign, no greater than 5X6 in size, brick in material. Signage is limited to Fair Road frontage or may be at the corner at Fair Road and Hawthorne Road, if approved for line of sight by City staff. Wall signage is limited to a 2 X 2 placard at the entrance to the building.

PLANNING COMMISSION RECOMMENDATION:

At its regularly scheduled meeting on March 1, 2016, the Planning Commission voted 4 to 2 to deny approval of the Special Exception.

EXHIBIT A: LOCATION MAP

LOCATION MAP
101 HAWTHORNE ROAD
STATESBORO, GEORGIA
CASE # SE 16-02-01

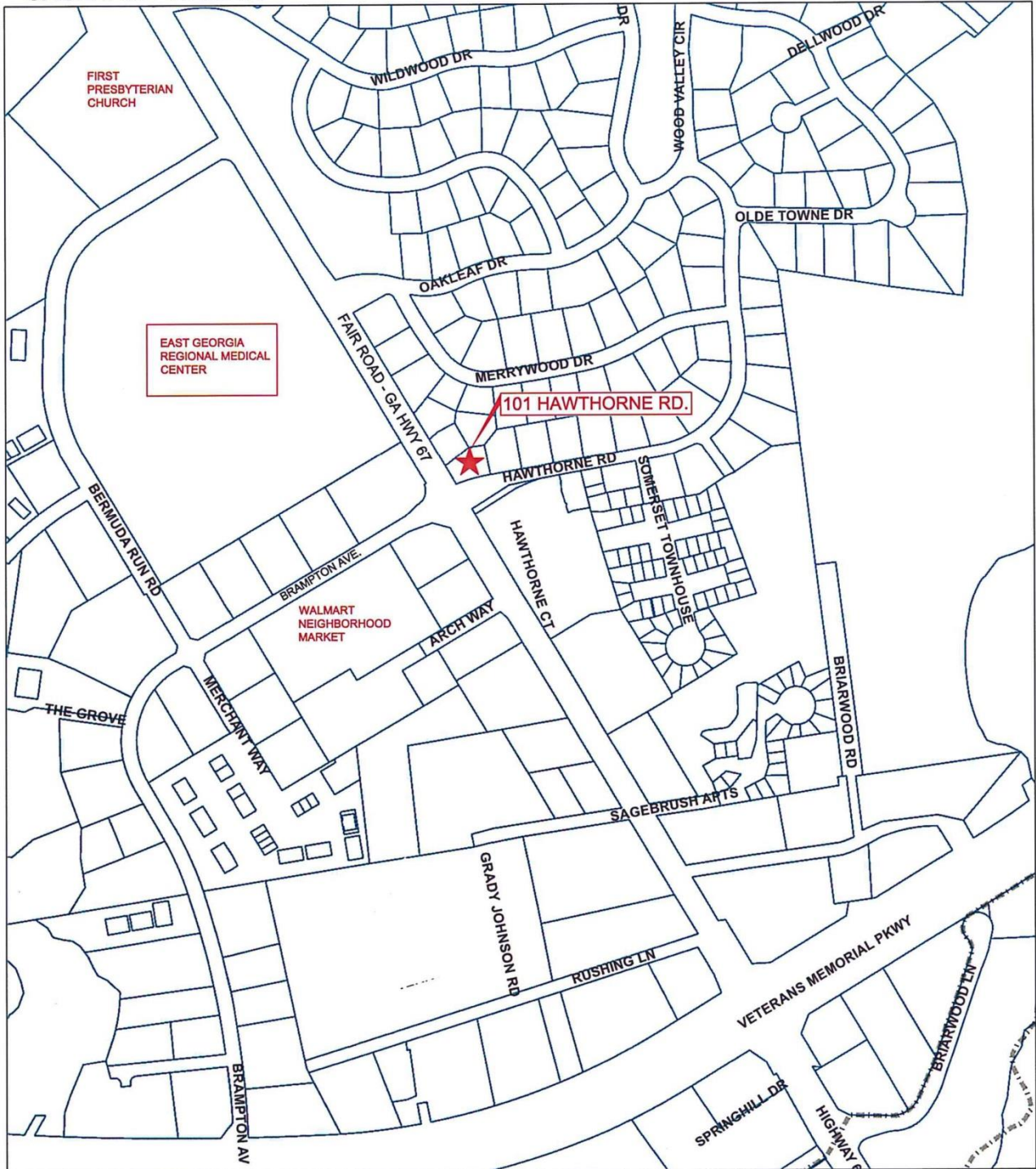


EXHIBIT B: SITE SURVEY

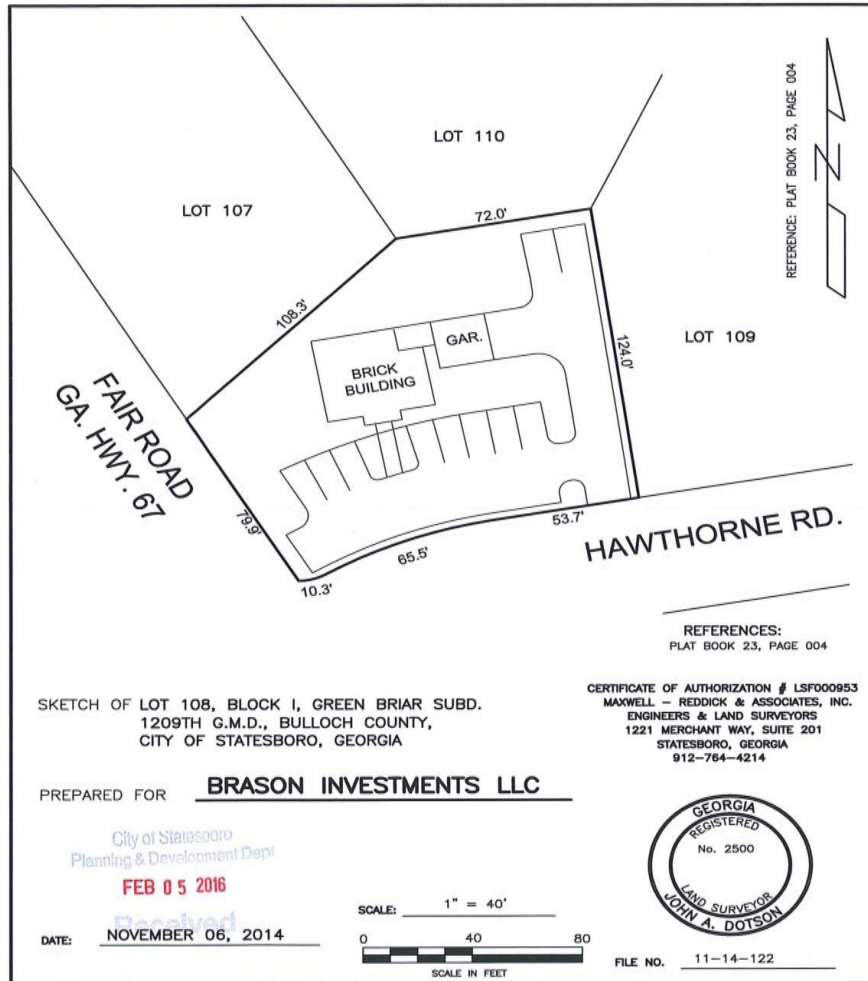


EXHIBIT C: PHOTOS OF SUBJECT SITE AND GENERAL VICINITY

Photo 1: Subject Site from Hawthorne Road



Photo 2: Subject Site from Fair Road



Photo 3: Subject Site driveway, parking and sidewalk to front entrance



Photo 3: Commercial Retail to the West of Subject Site



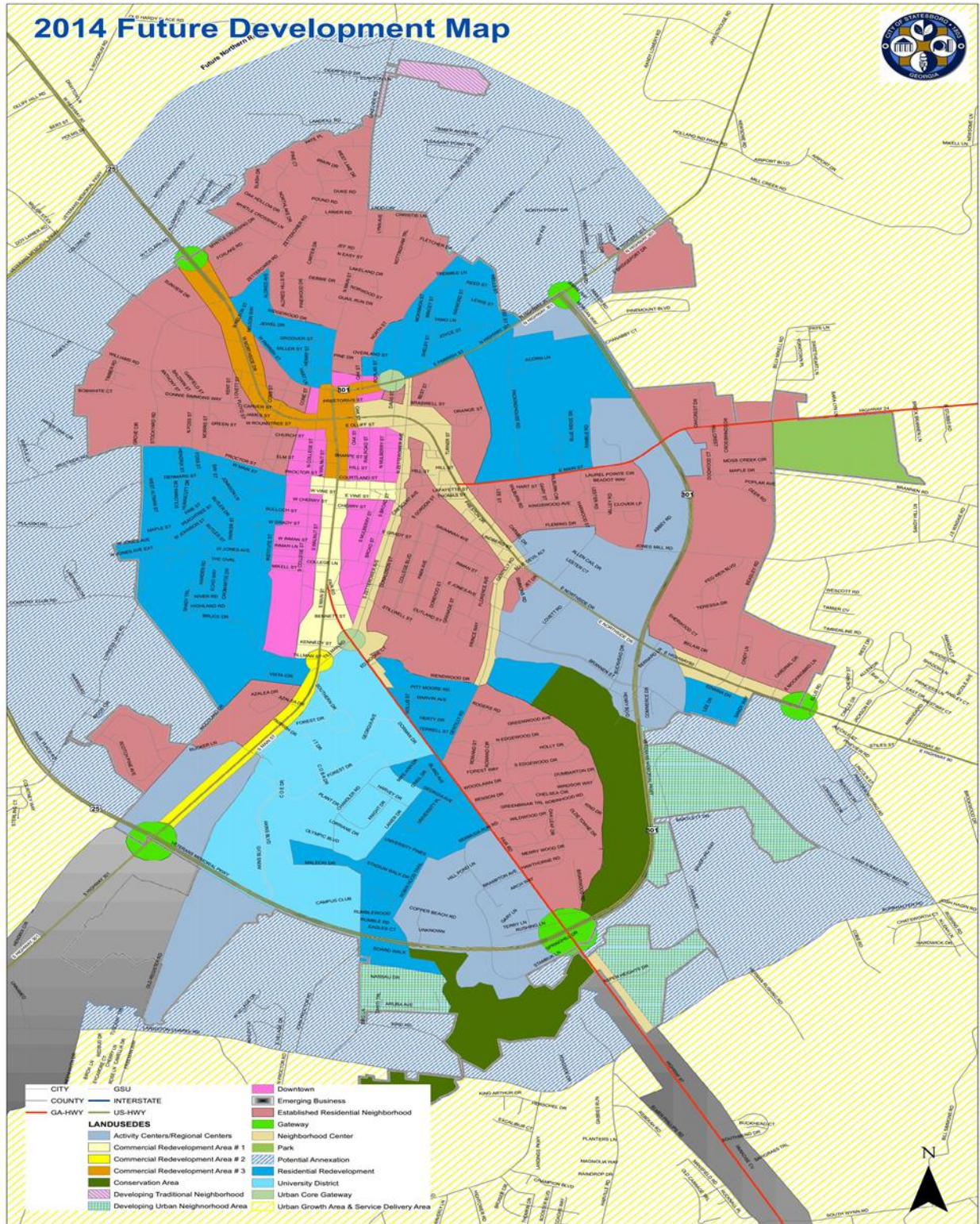
Photo 5: Property to the South of Subject Site



Photo 6: Property to South West of Subject Site



EXHIBIT D: 2014 CITY OF STATESBORO FUTURE DEVELOPMENT MAP



2014 FUTURE DEVELOPMENT MAP

101 HAWTHORNE ROAD
 STATESBORO, GEORGIA
 CASE # SE 16-02-01

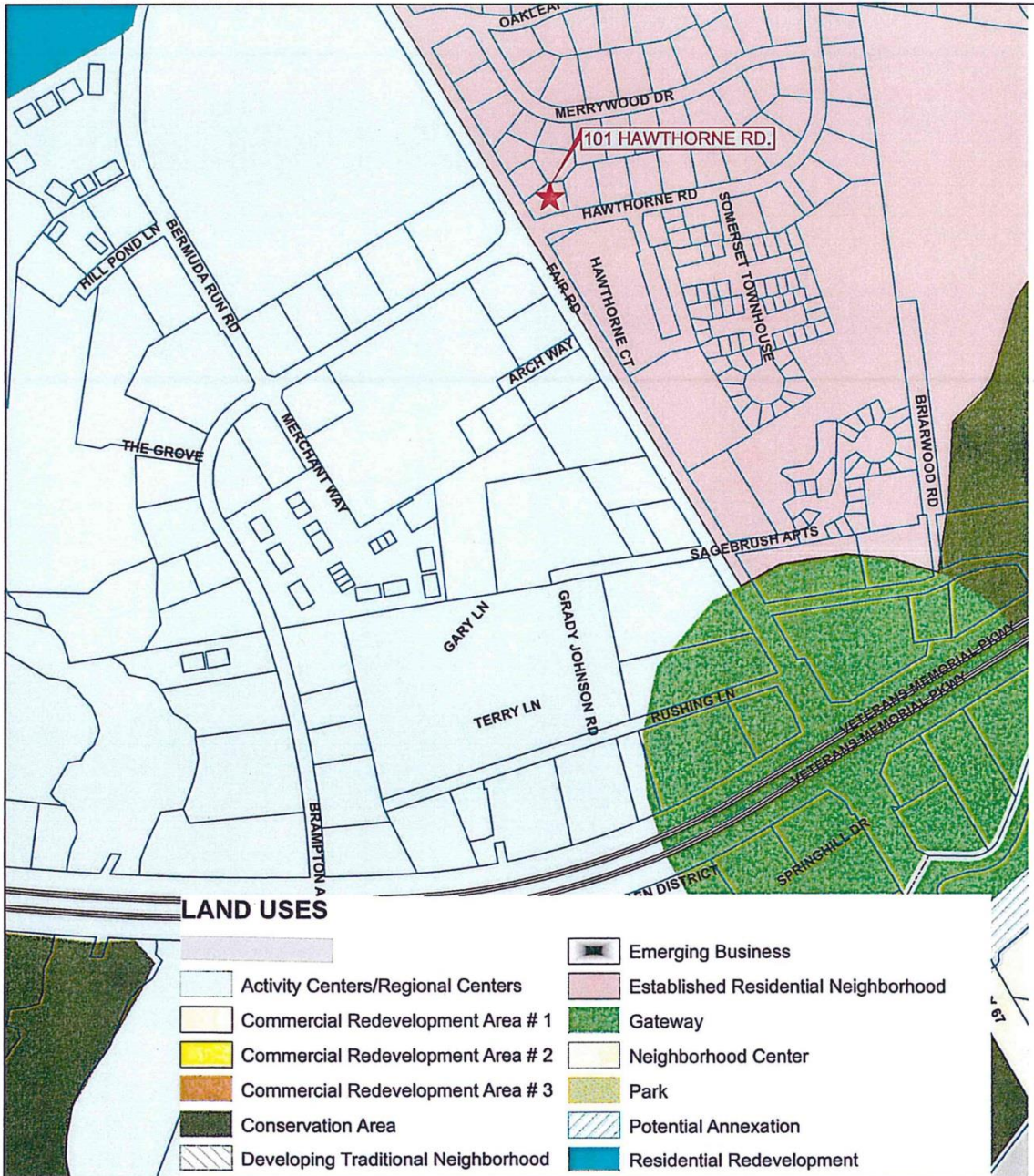
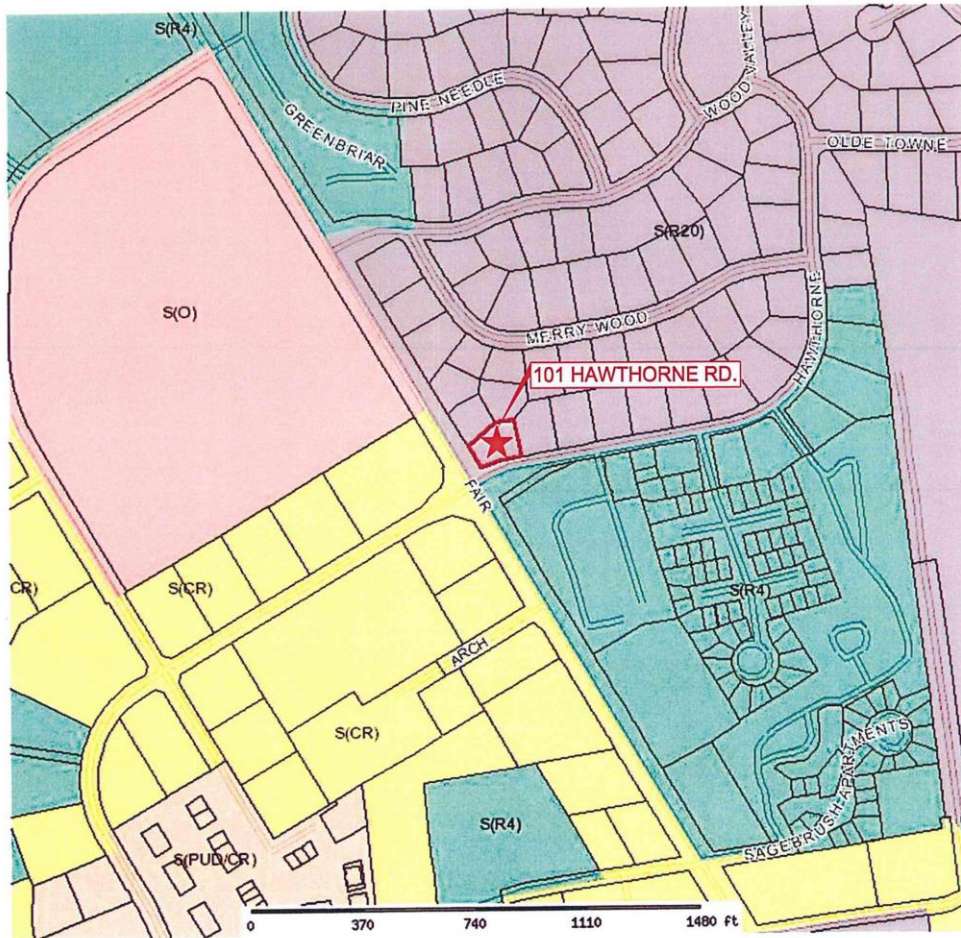


EXHIBIT F: ZONING MAP

ZONING MAP
 101 HAWTHORNE ROAD
 STATESBORO, GEORGIA
 CASE # SE 16-02-01



Bulloch County Assessor			
Parcel: MS74000085 000 Acres: 0			
Name:	BRASON INVESTMENTS LLC	Land Value:	\$12,800.00
Site:	101 HAWTHORNE RD	Building Value:	\$83,233.00
Sale:	\$0 on 08-2004 Reason=NM Qual=U	Misc Value:	\$122.00
	15 PRESTON DR	Total Value:	\$96,155.00
Mail:	STATESBORO, GA 30458		



RESOLUTION 2016-18: A RESOLUTION AUTHORIZING THE WAIVER OF ANY PAYMENT IN LIEU OF TAXES (PILOT) BY THE STATESBORO HOUSING AUTHORITY TO THE CITY OF STATESBORO FOR THE 2015 TAX YEAR

THAT WHEREAS, the City of Statesboro has previously established the Statesboro Housing Authority to provide subsidized rental housing to low- and moderate-income citizens; and

WHEREAS, the Statesboro Housing Authority is exempt from property taxes but is required to make a payment in lieu of taxes (PILOT) based upon the amount of rental income during the fiscal year; and

WHEREAS, in previous years the Mayor and City Council have annually waived the requirement to make this payment in lieu of taxes in order for the Housing Authority to utilize that money on capital improvements and/or maintenance on its facilities; and

WHEREAS, the Statesboro Housing Authority has asked that the payment in lieu of taxes be waived again for the 2015 tax year, with the \$21,337.33 to be used for maintenance on the facilities; and

WHEREAS, the Statesboro Housing Authority has provided evidence that prior PILOT funds that were waived have been used for maintenance on the facilities; and

WHEREAS, the Statesboro Housing Authority and the City of Statesboro enjoy an excellent working relationship, and the Mayor and City Council wish to assist the Authority in its maintenance efforts;

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

Section 1. That the "Payment in Lieu of Taxes" in the amount of \$21,337.33 due to the City for the 2015 Tax Year from the Statesboro Housing Authority is hereby waived so that the funds can be used for additional maintenance on the Authority's facilities.

Section 2. That this Resolution shall be and remain in full force and effect from and after its date of adoption.

Passed and adopted this ____ day of April, 2016.

CITY OF STATESBORO, GEORGIA

BY: _____
Jan J. Moore, Mayor

ATTEST: _____
Sue Starling, City Clerk

The Housing Authority of the
City of Statesboro, Georgia

W.R. (Bobby) Smith
Albert M. Braswell III
Thomas L. Armstrong

Chairman
Commissioner
Commissioner

P.O. Box 552
Statesboro, Ga 30459
Phone: (912) 764-3512
Fax: (912) 489-5106

Clark Deloach
George Sabb Jr.

Commissioner
Commissioner

Robert J. Cason
Executive Director

April 6, 2016

Honorable Jan Moore
City Councilmen
City of Statesboro
P.O. Box 348
Statesboro, GA 30458

Dear Honorable Moore and City Councilmen:

Subject: Pilot (Payment in Lieu of Taxes)

The City of Statesboro Housing Authority would like to ask the City of Statesboro to waiver the Pilot tax for the Fiscal Year of 2015.

This has occurred due to the amount of repairs, improvement to the apartments, grounds and a cut in our subsidy money from HUD each year. Some cities waiver this tax each year. Thank you for considering this matter.

Thank you,



Robert J. Cason
Executive Director
Statesboro Housing Authority

Computation of Payments in Lieu of Taxes

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

For Fiscal Year Ended 2016

OMB Approval No. 2577-0026 (Exp. 10/31/2009)

Public reporting burden for the collection of information is estimated to average .4 hours. This includes the time for collecting, reviewing, and reporting the data. The information will be used for HUD to ascertain compliance with requirements of Section 6(D) of the U.S. Housing Act, which provides for PHA exemptions from real and personal property taxes, and inclusion in the formula data used to determine public housing operating subsidies. Response to this request for information is required in order to receive the benefits to be derived. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number.

Name of Local Agency: Housing Authority of Statesboro	Location: Statesboro, Georgia	Contract Number: A-2832	Project Number: Ga 132
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Part I - Computation of Shelter Rent Charged.

1. Tenant Rental Revenue (FDS Line 703)	\$	<u>242,335.68</u>
2. Tenant Revenue Other (FDS Line 704)		
3. Total Rental Charged (Lines 1 & 2)	\$	<u>242,335.68</u>
4. Utilities Expense (FDS Line 931 - 939)		<u>28,962.36</u>
5. Shelter Rent Charged (Line 3 minus Line 4)		<u>213,373.32</u>

Part II - Computation of Shelter Rent Collected. To be completed only if Cooperation Agreement provides for payment of PILOT on basis of Shelter Rent Collected.)

1. Shelter Rent Charged (Line 5 of Part I, above)	\$	<u>213,373.32</u>
2. Add: Accounts Receivable - Tenants (FDS Lines 126, 126.1, & 126.2) at beginning of fiscal year		
3. Less: Tenant Bad Debt Expense (FDS Line 964)		
4. Less: Accounts Receivable - Tenants (FDS Lines 126, 126.1, & 126.2) at end of fiscal year		
5. Shelter Rent Collected (Line 1 plus Line 2 minus Lines 3 & 4)		<u>213,373.32</u>

Part III - Computation of Approximate Full Real Property Taxes.

(1) Taxing Districts	(2) Assessable Value	(3) Tax Rate	(4) Approximate Full Real Property Taxes
Total			0.00

Part IV - Limitation Based on Annual Contribution. (To be completed if Cooperation Agreement limits PILOT to an amount by which real property taxes exceed 20% of annual contribution.)

1. Approximate full real property taxes	\$	<u>0.00</u>
2. Accruing annual contribution for all projects under the contract	\$	
3. Prorata share of accruing annual contribution*		
4. 20% of accruing annual contribution (20% of Line 3)		<u>0.00</u>
5. Approximate full real property taxes less 20% of accruing annual contribution (Line 1 minus Line 4, if Line 4 exceeds Line 1, enter zero)	\$	

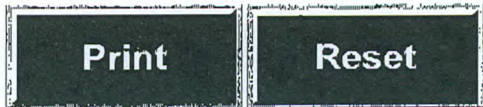
Part V - Payments in Lieu of Taxes.

1. 10% of shelter rent (10% of Line 6 of Part I or 10% of Line 5 of Part II, whichever is applicable)**	\$	<u>21,337.33</u>
2. Payments in Lieu of Taxes (If Part IV is not applicable, enter the amount shown on Line 1, above, or the total in Part III, whichever is the lower. If Part IV is applicable, enter the amount shown on Line 1, above, or the amount shown on Line 5 of Part IV, whichever is lower.)	\$	<u>21,337.33</u>

* Same as Line 2 if the statement includes all projects under the Annual Contributions Contract. If this statement does not include all projects under the Annual Contributions Contract, enter prorata share based upon the development cost of each project.
 ** If the percentage specified in the Cooperation Agreement or the Annual Contributions Contract with HUD is lower, such lower percentage shall be used.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Prepared By: Name: Herman Mongin Title: CPA	Approved By: Name: Robert Cason Title: Executive Director
Date: <u>3/31/2016</u>	Date: <u>3/31/2016</u>





STATESBORO POLICE DEPARTMENT

Ph 912-764-9911

25 West Grady Street, Statesboro, Georgia 30458

Fx 912-489-5050

To : Deputy City Manager Robert Chesire (Interim City Manager)

From : Major Robert W. Bryan (Interim Chief of Police)

Date : 04/11/16

Ref: Body Camera Purchase

Body Worn Cameras enhance the effectiveness of Law Enforcement while promoting professional accountability and aiding in event documentation. Officers are required to respond to certain types of offenses including but not limited to family violence calls, in progress emergency calls, traffic/pedestrian stops and DUIs. Body Worn Cameras cover a wide spectrum of police operations that an in-car camera system cannot. Critical incident documentation is facilitated by an Officer-worn Body Camera Deployment.

Body Worn Cameras will assist the Statesboro Police Department in:

- Increasing Department transparency and build on the public's trust and confidence in the Statesboro Police Department
- Provide an accurate documentation of encounters involving Police Officers during the performance of their duties
- Reporting, Evidence collection and court/complaint testimony
- Deter violence or other negative behavior by a suspect

We are currently deploying the Watch Guard Digital Car Video (DV-1 and 4RE) system in our marked patrol units. Watch Guard does manufacture a body worn system known as the Vista. The Vista is the only body worn camera system that can integrate with our existing systems and will be capable of replacing the body worn audio system on future Watch Guard 4RE in car systems that we plan on implementing in newly purchased vehicles. Watch Guard has also provided a sole source letter for the Watch Guard Vista. Representatives from our Central Services Department have met with Watch Guard



STATESBORO POLICE DEPARTMENT

Ph 912-764-9911

25 West Grady Street, Statesboro, Georgia 30458

Fx 912-489-5050

representatives to ensure we have or can obtain the necessary software and hardware to implement this system and the required storage for the video collected by these systems.

We are requesting approval to allocate \$80,205.00 for the purchase of 55 Watch Guard Vista Body Worn Cameras, necessary software and wireless antennas. The funding would come from funds allocated in the FY2016 SPLOST and we propose the remaining funds be allocated from Seized Fund Accounts.

Proposal Calculator

Modify the items in red below to generate a proposal on the next tab. When working on the calculations, be sure that you've updated every section before making any conclusions. Some of the calculations depend on answers in another section.

PRICING SECTION - This section defines which hardware and services are included in your proposal

#1 What Hardware to Include		#2 What Additional Services to Include		
4RE/VISTA Equipment	# of VISTA Extended Capacity	0	# Years of VISTA Warranty	1
	# of VISTA Standard Capacity	0	# Years of 4RE Warranty:	1
	# of 4RE Interview Room Systems	0	# Years of Evidence Library Software Maintenance	1
	Main Camera	Interview Dome	CLOUD-SHARE Plan	Basic
	# of 4RE In-Car Systems to Quote: <small>(this does not influence the server specs)</small>	0	Include Tech Services Setup?	No
	Dual HiFi Upgrade - HiFi Kit & Audio Expansion	0	Number of Sites?	1
	Front Camera?	Panoramic	Include Vehicle Installation?	No
	Include Auxiliary Camera(s) Per DVR?	0	Include Building Access Point Installation?	No
	4RE In-Car Hard Drive Configuration?	200 GB HDD		
	Include in-car 802.11n WiFi?	No		
Motorcycle?	No			
Victory	0	#3 Additional Software & Licensing to Include		
Honda	0	Watch Commander Application	No	
Harley	0	Watch Commander Application Quantity	0	
BMW	0	Annual Licensing - how many 4RE Systems?	0	
		Annual Licensing Per 4RE - how many years?	0	
HW/SW	Include Evidence Library 4 Web software?	ELX		
	Include server and storage?	No		
	Include DVD Robot?	No		
	Include building access points (in Section 6)?	No		
	How Many?	0		

CALCULATION SECTION - This section defines the server and access points that are included in your proposal

#4 # of Individual Shifts Worked per Day			#5 Camera Settings and Specs			
<p>Add the number of individual shifts worked each day, on average. For example, if you had three separate patrol shifts each day. Four cars on shifts 1 and 2 and five cars on shift 3. That would be 13 Patrol shifts per day.</p>	Total # of Shifts per Day	Hours of Video per Shift	4RE multiple resolution recording settings and estimates. VISTA recording and retention settings.			
	4RE Shift 1	0	2	FRONT CAMERA	Resulting Resolution	
	4RE Shift 2	0	2		% of Critical Events: <small>(enter 100 if recording only 1 quality)</small>	10%
	4RE Shift 3	0	2		Critical Video Quality: <small>(ignore this setting if % of critical events is 0)</small>	HD-High 1280x720 5mb/s
	VISTA Shift 1	0	3	PANO CAM	Routine Video Quality:	SD-High 864x480 2mb/s
	VISTA Shift 2	0	3		% of Time Panoramic Camera Will Be On:	5%
	VISTA Shift 3	0	3	CABIN CAM	Panoramic Camera Video Quality:	Pano-High 1280x240 2mb/s
Average Hours of Video per Day (0 Hours)				% of Time Cabin Cam Will Be On:	5%	
			AUX CAMS	Cabin Camera Video Quality:	SD-High 720x480 2mb/s	
				% of Time Aux Cam(s) Will Be On:	0%	
			VISTA	Aux Camera(s) Video Quality:	SD-High 720x480 2mb/s	
				VISTA Camera Video Quality Setting:	HD-High 1280x720 5mb/s	
				% of Critical Events for Retention:	10%	
				% of Routine Events for Retention:	90%	
				Average File Size = 0 GB/Hour		

#6 Purge and Archive Settings and Specs		
	Routine Events	Critical Events
Online storage period (days):	90	365
Archive after removing from online?	No	No
Archive storage period (days):	90	365
Online (0 TB) Archive (0 TB) Total (0 TB)		

415 Century Parkway
 Allen, TX 75013
 (800) 605-6734
 www.watchguardvideo.com



4RE & VISTA Price Estimate

Provided By:

Contract #:

Agency Name:	Statesboro PD, GA
Contact Person:	Interim Chief Robert W. Bryan
Contact Info:	
Date:	April 14, 2016

TOTAL PROJECT ESTIMATED AT

\$80,205.00

VISTA HD Extended Capacity System		Quantity	MSRP	Direct	Extended
VIS-EXT-KIT-001	VISTA HD Extended Capacity Wearable Camera with 9 hours continuous HD recording. Includes 32 GB of storage, USB charge and upload docking base and 1 year warranty.	55	\$ -	\$1,195	\$ 65,725.00

VISTA HD Standard Capacity System		Quantity	MSRP	Direct	Extended
VIS-STD-KIT-001	VISTA HD Standard Capacity Wearable Camera with 6 hours continuous HD recording. Includes 32 GB of storage, USB charge and upload docking base and 1 year warranty.	0	\$ 955.00	\$ 795.00	\$ -

VISTA HD Options and Accessories		Quantity	MSRP	Direct	Extended
VIS-CHG-DTC-001	VISTA HD USB Charge and Upload Docking Base	0	\$ 114.00	\$ 95.00	\$ -
VIS-MNT-KIT-001	VISTA HD Locking Magnetic Chest Mount	0	\$ 60.00	\$ 50.00	\$ -
VIS-CHS-STP-001	VISTA HD Adjustable Chest Strap Kit	0	\$ 24.00	\$ 20.00	\$ -
VIS-BLT-CLP-100	VISTA HD Shirt Clip with Slider	0	\$ 36.00	\$ 30.00	\$ -
VIS-BLT-CLP-001	VISTA HD Duty Belt Clip	0	\$ 24.00	\$ 20.00	\$ -
VIS-MNT-VEL-001	VISTA HD, Velcro Backing Plate	0	\$ 24.00	\$ 20.00	\$ -
VIS-MNT-MOL-001	VISTA HD, Molle Mount	0	\$ 24.00	\$ 20.00	\$ -
VIS-MNT-RAM-001	VISTA HD, Ram Mount - VISTA Mounting Plate with 1" Ram Ball	0	\$ 42.00	\$ 35.00	\$ -
VIS-MNT-TRI-001	VISTA HD, Tripod Mount	0	\$ 42.00	\$ 35.00	\$ -
VIS-USB-HUB-001	VISTA HD 7 Port USB Hub	0	\$ 36.00	\$ 30.00	\$ -
VIS-VTS-DTC-001	VISTA HD 8 Bay Ethernet Transfer Station	1	\$ 1,794.00	\$ 1,495.00	\$ 1,495.00
VIS-WRL-BAT-100	VISTA HD Extended Battery, LI-ION, 3.6V 4050mAh	0	\$ 54.00	\$ 45.00	\$ -
VIS-WRL-BAT-001	VISTA HD Standard Battery, LI-ION, 3.6V 2700mAh	0	\$ 42.00	\$ 35.00	\$ -

VISTA HD Hardware Warranties <small>1st year is included with a new VISTA purchase.</small>		Quantity	MSRP	Direct	Extended
WAR-VIS-CAM-3RD	VISTA HD 3 Year No-Fault Warranty, Years 1 - 3	0	\$ 456.00	\$ 380.00	\$ -
WAR-VIS-3YR-BUN	VISTA HD 3 Year No-Fault Hardware / Software Bundle, Years 1 - 3	0	\$ 696.00	\$ 580.00	\$ -

Evidence Library 4 Web VISTA Device License and Combo Discount License		Quantity	MSRP	Direct	Extended
KEY-EL4-DEV-002	Evidence Library 4 Web VISTA Device License <i>Includes 1st Year of Software Maintenance</i>	55	\$ 180.00	\$ 150.00	\$ 8,250.00
KEY-EL4-DEV-004	Evidence Library 4 Web VISTA Combo-Discount Device License <i>Discount for ordering with 4RE</i>	0	\$ 90.00	\$ 75.00	\$ -

Total VISTA Equipment \$ 75,470.00

Manual Adjustments

Evidence Library Web with Installation \$1750.00		\$3,500
--	--	---------

Notes:	Applicable taxes may apply and are not necessarily accounted for on this estimate. Contact WatchGuard Video for a revised estimate. ESTIMATE VALID FOR 30 DAYS	Subtotal:	\$ 78,970.00
		UPS Ground Shipping:	\$ 685.00
		Taxes:	0.0% \$ -
		VISTA TOTAL:	\$ 79,655.00

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Allen, TX 75013
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4RE & VISTA Price Estimate

Provided By:

Contract #:

TOTAL PROJECT ESTIMATED AT

\$80,205.00

Agency Name: **Statesboro PD, GA**
Contact Person: **Interim Chief Robert W. Bryan**
Contact Info:
Date: **April 14, 2016**

4RE In-Car System and Options

		Quantity
4RE-200-GPS-PAN	4RE In-Car Camera System. Includes GPS, High definition Panoramic X2 (720P) forward facing camera, Infrared color cabin camera, DVR, integrated 200GB automotive grade hard drive, 16GB USB removable thumb drive, cabin microphone, 900 MHz Hi Fidelity wireless microphone, hardware & cabling, 1 yr. warranty.	0
4RE ELITE	Upgrade to 4RE Elite. Adds support for up to 6 cameras.	0
4RE Audio Expansion	Upgrade to Audio Expansion. Adds support for dual HiFi Mics.	0
MOBILE APP	4RE Mobile App. Laptop interface software.	0

	MSRP	Direct	Extended
	\$ 5,675.00	\$ 4,995.00	\$ -
	\$ 300.00	\$ 275.00	\$ -
	\$ 125.00	\$ 100.00	\$ -
	\$ 85.00	\$ 50.00	\$ -

4RE Interview System and Options

		Quantity
4RE-200-DOM-INT	4RE Interview Room Camera System. Includes dome camera, microphone, DVR, integrated 200GB automotive grade hard drive, 16GB USB removable thumb drive, desktop stand & cabling, 1 yr. warranty and remote viewing software. Supports the addition of a second camera. Price does not include installation.	0
CAM-BST-101-NEW	4RE Interview Room Dome Camera with audio	0
CAM-INT-PIR-COV	4RE Interview Room Covert Camera	0
CAM-INT-PIN-103	4RE Interview Room Pinhole Camera	0

	MSRP	Direct	Extended
	\$ 5,675.00	\$ 4,995.00	\$ -
	\$ 240.00	\$ 200.00	\$ -
	\$ 240.00	\$ 200.00	\$ -
	\$ 210.00	\$ 175.00	\$ -

4RE Motorcycle System

		Quantity
4RE-64S-GPS-VTY	4RE Motorcycle Camera System. Includes GPS, Waterproof Display, Waterproof standard definition camera, DVR, integrated 64GB solid state hard drive, 16GB USB removable thumb drive, 900 MHz Hi Fidelity wireless microphone, hardware & cabling and 1 yr. warranty.	0
4RE-64S-GPS-HND		0
4RE-64S-GPS-HAR		0
4RE-64S-GPS-BMW		0

	MSRP	Direct	Extended
	\$ 5,830.00	\$ 5,295.00	\$ -

Wireless Video Transfer and Networking Options

		Quantity
4RE-WRL-KIT-05C	4RE In-Car 802.11n Wireless Kit, 5GHz (2.4GHz is available)	0
HDW-ETH-SWT-001	4RE, Power Over Ethernet / Gigabit 4-port Switch	0

	MSRP	Direct	Extended
	\$ 345.00	\$ 200.00	\$ -
	\$ 180.00	\$ 150.00	\$ -

Camera Configuration Options

		Quantity
CAM-BST-102-NEW	Infrared Color Cabin Camera, Additional	0
WGA00485	Auxiliary Camera	0

	MSRP	Direct	Extended
	\$ 220.00	\$ 195.00	\$ -
	\$ 220.00	\$ 195.00	\$ -

Microphone Options

		Quantity
DUAL MIC UPGRADE	Dual Wireless Mics. Includes second wireless microphone kit.	0
DESKTOP CHARGER	Desktop Charging unit for Wireless Transmitter	0
TRANSMITTER	Wireless Transmitter (additional / replacement)	0

	MSRP	Direct	Extended
	\$ 789.00	\$ 699.00	\$ -
	\$ 110.00	\$ 99.00	\$ -
	\$ 385.00	\$ 345.00	\$ -

4RE Hardware Warranties 1st year is included with a new 4RE purchase.

		Quantity
WAR-4RE-CAR-2ND	Warranty, 4RE, In-Car, 2nd Year (Months 13-24)	0
WAR-4RE-CAR-3RD	Warranty, 4RE, In-Car, 3rd Year (Months 25-36)	0
WAR-4RE-CAR-4TH	Warranty, 4RE, In-Car, 4th Year (Months 37-48)	0
WAR-4RE-CAR-5TH	Warranty, 4RE, In-Car, 5th Year (Months 49-60)	0
WAR-4RE-5YR-BUN	4RE 5 Year No-Fault Hardware / Software Bundle, Years 1 - 5	0

	MSRP	Direct	Extended
	\$ 120.00	\$ 100.00	\$ -
	\$ 240.00	\$ 200.00	\$ -
	\$ 390.00	\$ 325.00	\$ -
	\$ 540.00	\$ 450.00	\$ -
	\$ 1,650.00	\$ 1,375.00	\$ -

Evidence Library 4 Web 4RE Device License and Combo-Discount License

		Quantity
KEY-EL4-DEV-001	Evidence Library 4 Web 4RE In-Car Device License <i>Includes 1st Year of Software Maintenance</i>	0

	MSRP	Direct	Extended
	\$ 180.00	\$ 150.00	\$ -

Miscellaneous Options and Accessories

		Quantity
RADAR CABLE	Radar Interface Cable (Stalker, Decatur Genesis I and II Select, Kustom Eagle or Raptor, MPH Bee 3)	0
Trade-In	Trade-In Credit, if applicable	0
CUSTOM 1	Used for additional items, offers or discounts	0

	MSRP	Direct	Extended
	\$ 85.00	\$ 75.00	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -

Total 4RE Equipment \$ -

Manual Adjustments

Description:		\$ -
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Notes: *Applicable taxes may apply and are not necessarily accounted for on this estimate. Contact WatchGuard Video for a revised estimate.*
ESTIMATE VALID FOR 30 DAYS

Subtotal: \$ -
UPS Ground Shipping: \$ -
Taxes: 0.0% \$ -
4RE TOTAL: \$ -

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4RE & VISTA Price Estimate

Provided By:

Contract #:

TOTAL PROJECT ESTIMATED AT

\$80,205.00

Agency Name:	Statesboro PD, GA
Contact Person:	Interim Chief Robert W. Bryan
Contact Info:	
Date:	April 14, 2016

Evidence Library, CLOUD-SHARE and Software Maintenance		Quantity
SFW-ELX-KIT-300	Evidence Library Express Standalone Software	1
SFW-EL4-CLD-000	Optional CLOUD-SHARE Service	0
SFW-MNT-EL4-002	Software Maintenance, Evidence Library, 2nd Year	0
SFW-MNT-EL4-003	Software Maintenance, Evidence Library, 3rd Year	0
SFW-MNT-EL4-004	Software Maintenance, Evidence Library, 4th Year	0
SFW-MNT-EL4-005	Software Maintenance, Evidence Library, 5th Year	0
SFW-SQL-CAL-R21	Additional Software CAL, SQL Server 2008 R2, 1 CAL Pack	0
SFW-SQL-CAL-R25	Additional Software CALS, SQL Server 2008 R2, 5 CAL Pack	0

MSRP	Direct	Extended
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ 180.00	\$ 150.00	\$ -
\$ 180.00	\$ 150.00	\$ -
\$ 180.00	\$ 150.00	\$ -
\$ 180.00	\$ 150.00	\$ -
\$ 100.00	\$ 90.00	\$ -
\$ 460.00	\$ 410.00	\$ -

Watch Commander Live Video Streaming Application		Quantity
SFW-WCM-KIT-100	Watch Commander Live Video Streaming Application	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 1st Year (Months 1-12)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 2nd Year (Months 13-24)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 3rd Year (Months 25-36)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 4th Year (Months 37-48)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 5th Year (Months 49-60)	0

MSRP	Direct	Extended
\$ 2,900.00	\$ 2,500.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -

Server Hardware and Software		Quantity
HDW-4RE-SRV-102	3U Rack Mount 16 SATA Drive Server, Intel Xeon E5-2609 2.4GHz Quad Core, 8GB RAM, 2x128GB SSD 6GB/S MLC drives (boot) 3x500GB SATA 7,200 RPM drives (sql), Windows Server 2008 R2 64-bit, SQL Server 2008 R2 (SCAL), 3-Year full service (on-site or reimbursed) warranty. <i>This server system does NOT include supporting equipment like keyboards, network switches, monitor, etc.</i>	0

MSRP	Direct	Extended
\$ 7,715.00	\$ 6,940.00	\$ -

Video Storage <i>Drives will be added to server and/or JBOD</i>		Quantity
HDW-4RE-HDD-4TB	4TB Hard Drives, Server Class, 7,200 rpm, 64MB Cache	0
HDW-4RE-JBD-000	Optional JBOD Enclosure	0
HDW-4RE-RBT-000	Optional DVD Robot	0

MSRP	Direct	Extended
\$ 555.00	\$ 490.00	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -

Wireless Access Points		Quantity
WAP-BLD-245-001	Wi-Fi Access Point, 802.11n, 2.4/5GHz, Digital Steering	0
WAP-KIT-05G-001	WiFi Access Point Kit, 802.11n, 5GHz, Omni-Directional	0
WAP-BLD-05G-001	Wi-Fi Access Point, 802.11n, 5GHz, Sector Antenna	2

MSRP	Direct	Extended
\$ 3,270.00	\$ 3,270.00	\$ -
\$ 455.00	\$ 405.00	\$ -
\$ 285.00	\$ 250.00	\$ 500.00

Total IT Hardware and Software \$ 500.00

WatchGuard Video Technical Services		Quantity
SVC-4RE-INS-100	4RE System Installation, In-Car (Per Unit Charge)	0
SVC-4RE-INS-101	4REm System Installation, Motorcycle (Per Unit Charge)	0
SVC-VID-REM-100	Video System Removal (Per Unit Charge)	0
SVC-4RE-000-000	4RE System Setup, Configuration, Testing and Training (Performed by WatchGuard Technical Services if selected)	0
SVC-WGV-ONS-300	Access Point installations including cable runs (Work may be performed by a sub-contractor)	0

MSRP	Direct	Extended
Quote	Quote	\$ -
Quote	Quote	\$ -
Quote	Quote	\$ -
\$ -	\$ -	\$ -
\$ 1,100.00	\$ 1,000.00	\$ -

Total Technical Services \$ -

Manual Adjustments

Description:		\$ -
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Notes:	Applicable taxes may apply and are not necessarily accounted for on this estimate. Contact WatchGuard Video for a revised estimate. ESTIMATE VALID FOR 30 DAYS
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Subtotal:	\$ 500.00
UPS Ground Shipping:	\$ 50.00
Taxes:	0.0% \$ -
Software & Server TOTAL:	\$ 550.00

Financing for 4RE <i>Estimate Only</i> Call for Detailed Quote	• Includes applicable warranty coverage • You take ownership immediately. Fully paid off at end of term • For a detailed quote, call WatchGuard to determine final project price, approximate date of first payment, desired financing term, and basic agency information	Payments	3-Year	4-Year	5-Year
		Monthly	\$ 19	\$ 15	\$ 13
Quarterly	Call Us	Call Us	Call Us		
Semi-Annual	Call Us	Call Us	Call Us		
Annual	Call Us	Call Us	Call Us		

Note: This is only an estimate for 4RE related hardware, software and WG Technical Services. Actual costs related to a turn-key operation requires more detailed discussion and analysis, which will define actual back-office costs and any costs associated with configuration, support and installation. Please contact your sales representative for more details.



1st of December, 2014

Prospective WatchGuard Video Customer

Reference: WatchGuard Video Sole Source Letter

To whom it may concern:

WatchGuard Video is the exclusive and sole manufacturer of the DV-1 Digital In-Car Video System, the 4RE Digital In-Car Video System, the High Fidelity Wireless Microphone System, and the VISTA wearable camera system. With the exception of the following agreements, these products are represented and sold only by WatchGuard Video Regional Sales Managers selling factory direct in protected sales territories. The exceptions to this are agreements allowing resellers to distribute WatchGuard products on a General Services Administration Contract (GSA), and State Contracts in Pennsylvania, Louisiana, and New Jersey.

Additionally, several important and unique features are available only with these products;

DV-1 and 4RE Unique Features

- Record-After-The-Fact provides the ability to retrieve video not previously recorded as an event for up to 60 hours of ignition time for retrieval and downloading.
- Through the automatic media overflow function, a DVD (DV-1) or Removable USB Drive (4RE) can be full and the hard drive buffer stores all video until a new DVD or USB Drive is placed in the system. At that time all of the recorded events are captured without 1 second of loss.

DV-1

- The system records digital video onto rewritable DVD-Video discs that play in consumer DVD players, allowing for the actual evidence recorded in the car to be the exact evidence presented in court. The system records pre and post event as part of the same Title and not separated. The DVD burning process happens in real-time, and while in motion.
- Supervisors can recover up to 6 of the previous DVDs recorded in the event a DVD is damaged. The system creates a mirror image of the original.
- The DVD recorder is isolated from shock and vibration using a silicone-oil dampened suspension system.
- The complete system is offered in a 1-Piece overhead mounted version that mounts conveniently using an overhead mounting bracket.



4RE

- 4RE is the only high-definition digital in-car video system available today that features the Patented multiple resolution encoding. This allows the front camera to record in two different IACP compliant resolutions simultaneously, allowing the most critical events to be saved in 720P high-definition and the routine events to be saved in 480P (864x480) resolution.

High Fidelity Wireless Microphone

- The Hi-Fi microphone has near CD quality high fidelity sound, a line of sight range of one to two miles, and superior building penetration capabilities.
- Using patent pending intelligent standby and a lithium polymer battery gives the microphone its extraordinary battery life of up to 24 hours of talk time, and up to 30 days of standby time.

VISTA

- VISTA is constructed with industrial grade components and is manufactured in the U.S.A. It is capable of recording both High Definition and Standard Definition video, and battery life capable of record up to 9 continuous hours of HD video. VISTA has other unique features, including:
 - The only wearable camera to integrate with the WatchGuard Video Evidence Library and Evidence Library Express video and evidence management applications.
 - Record-After-The-Fact which gives the ability to retrieve video not previously recorded as an event

Respectfully submitted,

A handwritten signature in red ink, appearing to read "Jason Stuczynski".

Jason Stuczynski
Vice President of Sales
WatchGuard Video

Memo



TO: Robert Cheshire, Deputy City Manager

FROM: Darren Prather, Central Services Director

DATE: 4-12-16

Re: Recommendation— Contract Award/General Liability Insurance

The City of Statesboro recently extended the contract for insurance brokerage services to Glenn/Davis Insurance for a period of 15 months to begin in May, 2016. As a note, the workers compensation contract will begin in August, 2016 and run for a 12 month period to align with the general liability policy. Both policies will end in August of 2017. This was an effort to bring both the general liability and the workers compensation insurance policies into contractual alignment. This will allow, at the end of the 15 month period, for both policies to be marketed as one-package in an effort to obtain advantageous volume pricing. Due to vast recent improvements, especially in workers compensation claims, our broker will be negotiating with Travelers (current carrier) for both general liability and workers compensation insurance renewals. However, the Fire Department’s property insurance will be provided by VFIS as they specialize in property and equipment replacement for Fire Department agencies. Under VFIS, property and equipment is replaced at new current market prices and not depreciated values. All other insurance coverages for the Fire Department will be covered by Travelers.

Since our general liability insurance is to renew in May, we recommend the insurance carrier contract for general liability insurance be made to Travelers and VFIS (VFIS for Fire Dept. property/equipment only) in the following amounts:

1. Travelers **\$570,284.00 (15 month period to align with workers comp. ins.)**
 \$456,714.00 (12 mth. period for comparison w last year)
 \$496,050.00 (Last year’s 12 mth premium)
2. VFIS **\$39,204.00 (12 mth. term for Fire Dept. Property/Eq. Ins.)**
 \$35,436.00 (Last year’s 12 mth. premium)

STATESBORO POLICE DEPARTMENT TOWING ROTATION AGREEMENT
June 1, 2016 to June 30, 2017

DEFINITIONS

- | | |
|-----------------------------------|---|
| 1. "SPD" means: | The Statesboro Police Department |
| 2. "Company" means: | The towing company making application for Rotation |
| 3. "Owner" means: | Person(s) that own and/or operate/manage a company regardless if they are an operator/driver. |
| 4. "Operator" means: | An approved tow truck driver/operator. |
| 5. "Yard" means: | A secured impoundment facility that meets the requirements of the Department of Public Safety Rule 570-6-1-08 |
| 6. "Normal Business Hours" means: | 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding State holidays |
| 7. "Sanctions" means: | A penalty including but not limited to warnings, suspensions, and/or termination. |

DISCLAIMER

SPD is seeking to establish a Towing Rotation list to be used when a sworn officer requests the removal and towing of a motor vehicle. The SPD reserves the right to make any changes to the Agreement, with sufficient notice to the Companies.

Being on the SPD Towing Rotation lists is a privilege and not a right and does not create a contract between the SPD and the Company. To be eligible to be on any SPD Towing Rotation list, towing companies must submit, during open application, the Towing Rotation Application and must agree to comply with the rules and regulations as set forth in this Towing Rotation Agreement. Towing Companies on SPD Towing Rotation list must also follow all Federal, State, and local laws and regulations pertaining to tow companies. Failure to comply with the terms of this Agreement or applicable Federal, State, and local laws and regulations may lead to sanctions against the towing company as described in the Agreement.

The signature of the duly authorized representative on the Application and Agreement shall confirm that the entire document has been read, the information given is complete and accurate, the company and all employees are bound by all provisions of the Agreement, the company understands the requirements to be placed on and remain on any SPD Towing Rotation list, the company accepts the conditions of the Agreement, and the company accepts responsibility for the actions of its owners, agents, employees, and tow truck passengers as they relate to the Agreement and do so with the full understanding that inclusion on any SPD Towing Rotation list is voluntary and a discretionary privilege extended by the SPD and not a legal right. Inclusion on SPD's Towing Rotation list does not guarantee any Company an equal or specific number of Rotation Calls. Falsification of any portion of this Application or Agreement or in the documentation provided in support of the Application shall be cause for immediate removal from the Towing Rotation list and may be charged as a separate criminal offense.

PROJECT DESCRIPTION

1. This rotation and agreement will be effective June 1, 2016 to June 30, 2017, unless terminated earlier at the discretion of SPD.

2. Renewals and Enrollment for existing and/or new companies must be completed each year during the Renewal/Enrollment period specified by the SPD.

APPLICATION OBLIGATIONS

The SPD will receive sealed packets until 4:30 p.m. Monday, May 9, 2016 at the SPD Building located at 25 West Grady Street, Statesboro, Georgia 30458. Packets delivered after this time will not be accepted.

1. Packet must be complete in order to be considered.
2. The right is reserved to reject all applications, to waive any informality or technicality, or to accept applications deemed in the best interest of the SPD.
3. Packets that have trucks, drivers, yards, owners, operators, or managers not qualifying for participation will not have those trucks, drivers, yards, owners, operators or managers considered.

ROTATION AGREEMENTS

I. Terms, Conditions, Procedures, and Agreements

A. The Company

1. The company is responsible to submit all information requested in the application.
2. Managers - who do not drive or operate tow trucks - must submit original GCIC Criminal Histories not older than thirty (30) days. Arrests that do not have dispositions listed may not be acceptable for the background check unless the court summary is attached showing dispositions of charges.
3. Managers must be within compliance of the criteria listed below:
 - a. Are legally authorized to work in the United States.
 - b. The term "conviction" as used in the below subparagraphs shall include a finding or verdict of guilt, plea of guilty, or a plea of nolo contendere including anyone placed under a court's supervision to avoid a judgment of guilt being entered under what is commonly referred to as a plea in abeyance such as a "first offender sentence" or "pre-trial diversion program."
 - c. The date of conviction shall be measured from the day a finding or verdict of guilt is made, or plea of guilty, or a plea of nolo contendere entered, or the day the person was placed under a court's supervision to avoid a judgment of guilt being entered under what is commonly referred to as "first offender sentence" or "pre-trial diversion program."
 - d. The term "moral turpitude" shall mean conduct which is done knowingly contrary to justice, honesty, or good morals; has an element of falsification or fraud, or contains an element of harm or injury directed to another person or another's property.
 - e. Shall not have been convicted in a Georgia, or of a similar crime in any other State, of murder, rape, armed robbery, kidnapping, aggravated sodomy, aggravated sexual battery, aggravated child molestation, any felony crime involving an assault or battery against a law enforcement officer or government official, or any felony crime involving

sexual conduct. Shall not have been declared by any court of competent jurisdiction incompetent by reason of mental defect or disease and not been adjudicated restored to competency, and shall not be a Registered Sex Offender in Georgia or any other State.

- f. Shall not have any convictions classified as a felony or misdemeanor crime in Georgia, or in any other State, involving violence, moral turpitude, weapons, illegal use of or possession of any substance, domestic violence, resisting arrest, obstruction of justice, or theft within the last (5) years.

4. The Company must maintain at least one approved yard within seven (7) miles of the city limits.

5. If the Company has only one approved Driver at any point in time throughout the Rotation year, and that Driver is going to be unavailable or out of service for any length of time, the Company shall not use an unauthorized driver during the absence of that driver.

6. The Company must maintain general liability and property damage Insurance equivalent to that required by Georgia Department of Public Safety Rule 570-6-1-09 that governs nonconsensual towing as from time to time amended. **THE CITY OF STATESBORO SHALL BE LISTED AS AN ADDITIONAL INSURED, AND THE COMPANY SHALL PROVIDE PROOF TO THE SPD THAT THE CITY OF STATESBORO IS LISTED AS AN ADDITIONAL INSURED ON THESE INSURANCE POLICIES**

7. The company shall provide evidence of Workers Compensation Insurance and shall maintain said coverage throughout the rotation year, as required per Georgia State Law.

8. The Company will be available 24 hours a day, 7 days a week. The towing company called to tow a vehicle must be at the scene of a call within 20 minutes, except under extraordinary circumstances. If the towing service first called accepts the call and does not arrive at the scene within 20 minutes, then another towing service may be requested to respond and the first company may be sanctioned.

9. For all regular rotation calls, the company agrees to and shall only be allowed to bill for towing and storage under this agreement at the same exact rates as provided in the "Nonconsensual Towing Maximum Rate Tariff" adopted and published annually by the Mayor and City Council. In cases of tows which are longer than one hour, an on-scene SPD supervisor may sign the tow receipt, noting the arrival and departure from the scene time, thereby authorizing billing longer than the standardized one hour and additional fee of \$15.00 per additional quarter hour. The time the tow service begins is when the SPD dispatcher or officer contacts the company, and calls for a tow. The time the tow service ends is when the tow company departs the scene with the vehicle in tow.

If the company institutes proceedings to perfect and enforce their lien rights against the vehicle as provided for in Chapter 3 of Title 40 of the Official Code of Georgia, the company may assess the actual costs of postage for providing notice by certified mail or statutory overnight delivery to the owner.

Only those charges allowed per this agreement may be charged to a vehicle owner or insurance company. There will be no additional charges allowed for cleanup of any debris or spills at the scene.

****The SPD may perform audits on Company billing receipts.***

10. The Company will ensure that all operators, assistants, trainees, and any other employees have sufficient experience and/or training in currently recommended towing techniques and are capable of performing their duties in a lawful, safe, proper, and effective manner.
11. The dispatch phone number shall be answered in the name of the company making application.
12. The Company agrees not to use unapproved Managers, Drivers, Operators, Yards, or Trucks. New Managers, Drivers, Operators, Yards, and Trucks may be added by submitting the required information and the appropriate attachments. The Company must immediately notify the SPD of any and all changes to Company information, including removal of yards, trucks, drivers, or operators.
13. The Company shall state their regular business hours on the application, and shall maintain those regular business hours while serving on this Towing Rotation list.
14. Application for acceptance onto the Towing Rotation list shall constitute agreement and consent by the person or entity making the application for SPD officials to enter the premises at any reasonable time during normal business hours to conduct inspections of records, conditions of the yard, and equipment in order to verify compliance with the terms of this agreement.
15. Only those Companies that have been called from the Towing Rotation may respond to a SPD Tow request.
16. The Company will maintain complete and accurate records of all SPD rotation tows and shall provide the SPD with such records as requested. Failure to maintain such records will result in sanctions up to and including suspension or removal from the Rotation.
17. The company agrees that all work will be done with equipment of a Company approved to be on this Towing Rotation list. The company further agrees that no work on behalf of the SPD will be done by employees or agents of a company not on the Towing Rotation list. Exceptions: When special equipment is needed for the towing of Fire Trucks or other vehicles requiring special handling equipment, the company may utilize a subcontractor as necessary.
18. The company shall ensure that tow truck operators provide only those services that are necessary or requested and shall, at the time of the tow, provide the owner or driver (if present at the scene) of the vehicle:
 - a. the location where the vehicle will be stored;
 - b. a copy of the current rate schedule, and;
 - c. the terms of the vehicle recovery.
19. The company shall make every effort to resolve legitimate claims for damage or theft that are obviously related to the towing and/or storage of the vehicle and shall do so in a timely manner. Vehicles that are damaged as a result of the tow may result in the company being sanctioned up to and including suspension or removal from rotation.
20. The company shall provide SPD officers on scene at the rotation call of any requested information regarding the company, drivers, trucks, equipment, yards, or any other information deemed pertinent.

21. The Company shall ensure that once the Operator is given control of the vehicle at the tow site, notation is made on the invoice of the description of any property that is removed from the vehicle and the name of the person removing it.

22. Operators shall not leave the scene of a rotation call on a traffic accident until all debris, oils, and radiator fluids (including all absorbent material) have been properly removed from the scene unless allowed by the express permission of the SPD officer that first responded to the scene, or unless allowed by the express permission of that SPD officer's superior.

23. The Company shall provide renewal copies of occupation tax certificates, local, state and federal licenses, insurance, registration, Motor Carrier Certification, and driver certificates at the time the item is renewed. As the Company should reasonably know when these items are due, Companies will be suspended without notice until the renewed copies are provided or may be terminated if the renewal is not received within thirty (30) days of the previous expiration. Notification by an insurance company or the State that a required element of this Agreement has been revoked shall be cause for immediate suspension without notification by the SPD as the Company receives the same correspondence.

24. The Company shall ensure that all owners, operators, office staff, and any other Company employees shall cooperate fully and honestly with Officers at the scene of Rotation Calls, and any other Law Enforcement Officer. Dishonesty and/or failure to cooperate may result in sanctions up to and including termination from the Rotation.

25. The Company shall ensure that all owners, managers, and operators report to the Statesboro Police Department no later than July 1 of each year to sign authorization for bi-annual criminal and driver's history checks to be administered by Statesboro Police Department Personnel.

26. The company must submit a Georgia E-Verify affidavit form or exemption affidavit along with the application packet.

B. Operators

1. Operators shall comply with all Federal, State, and local laws and regulations when engaged in Rotation Towing.

2. Each Owner and Operator must submit original GCIC Criminal Histories not older than thirty (30) days. Arrests that do not have dispositions listed may not be acceptable for the background check unless the court summary is attached showing dispositions of charges.

3. A SPD identification card shall only be issued to Operators and Owners if the employee is within compliance of the criteria listed below:

- a. Are legally authorized to work in the United States.
- b. The term "conviction" as used in the below subparagraphs shall include a finding or verdict of guilt, plea of guilty, or a plea of nolo contendere including anyone placed under a court's supervision to avoid a judgment of guilt being entered under what is commonly referred to as a plea in abeyance such as a "first offender sentence" or "pre-trial diversion program."

- c. The date of conviction shall be measured from the day a finding or verdict of guilt is made, or plea of guilty, or a plea of nolo contendere entered, or the day the person was placed under a court's supervision to avoid a judgment of guilt being entered under what is commonly referred to as "first offender sentence" or "pre-trial diversion program."
- d. The term "moral turpitude" shall mean conduct which is done knowingly contrary to justice, honesty, or good morals; has an element of falsification or fraud, or contains an element of harm or injury directed to another person or another's property.
- e. Shall not have been convicted in a Georgia, or of a similar crime in any other State, of murder, rape, armed robbery, kidnapping, aggravated sodomy, aggravated sexual battery, aggravated child molestation, any felony crime involving an assault or battery against a law enforcement officer or government official, or any felony crime involving sexual conduct. Shall not have been declared by any court of competent jurisdiction incompetent by reason of mental defect or disease and not been adjudicated restored to competency, and shall not be a Registered Sex Offender in Georgia or any other State.
- f. Shall not have any convictions classified as a felony or misdemeanor crime in Georgia, or in any other State, involving violence, moral turpitude, weapons, illegal use of or possession of any substance, domestic violence, resisting arrest, obstruction of justice, or theft within the last (5) years.

4. Each Owner and Operator must submit his driving record from the Department of Public Safety not older than thirty (30) days.

5. Each Owner or Operator that responds to Rotation calls shall clearly display a valid SPD identification card which has been issued to the Operator for the specific Company. ID Cards are non-transferable and shall be used for official purposes only. The use of ID cards to obtain credit, complete a financial transaction, or secure a gratuity is prohibited. The card remains the property of the SPD and shall be surrendered to the SPD upon termination. The Tow Company is responsible to make sure the identification card/badge is returned to the SPD and shall not destroy identification cards/badges or throw them away.

6. Operator error that results in excess of \$1000.00 in damage to a vehicle or causes bodily injury may result in the Company being sanctioned and the Operator being permanently removed.

7. Using an unauthorized Operator on a Rotation call may result in an immediate termination from the Rotation.

C. Trucks and Equipment

1. Each tow truck shall comply with the Equipment requirements as established in the Georgia Department of Public Safety Rule 570-6-1-.11 that governs nonconsensual towing.

D. Storage Yard / Lot

1. Yards/Lots shall be located within a seven (7) mile radius of the city limits of Statesboro, and be in compliance with the requirements of Georgia Department of Public Safety Rule 570-6-1-.08 that governs nonconsensual towing.

2. The company shall provide owner access to vehicles towed subject to a rotation call during the normal business hours identified on the company' application. If the company provides the owner access to the vehicle outside of normal business hours, the company may charge the owner the "after hours fee" as prescribed in the "Nonconsensual Towing Maximum Rate Tariff" adopted and published annually by the Mayor and City Council.

3. Companies upon contact by the vehicle owner or authorized agent:

a. Shall, during normal business hours, respond to the yard within 20 minutes and by appointment;

b. Shall not charge the vehicle owner or authorized agent an additional fee for responding to the yard during normal business hours for the purposes of:

i. Releasing a vehicle;

ii. Releasing life essential personal property contained within the vehicle;

iii. Inspecting the condition of the vehicle.

4. Yards that experience frequent problems with theft from, or vandalism to, towed or stored vehicles may result in the Company being terminated from the rotation.

5. All property removed from towed vehicles by the company for "safe keeping" must be listed on the invoice that is to be received by the vehicle owner.

6. The Company shall ensure that the storage yard operator maintains a log of individuals who have been given access to vehicles for the purpose of removing personal property and such log shall show the name, vehicle, date, time and receipt number.

II. Complaints

1. The Company shall cooperate with the SPD in any inquiry regarding an allegation of the violation of any part of this agreement.

2. As a matter of practicality, the enforcement of certain articles in the agreement occurs primarily as violations are brought to the attention of the SPD.

3. The SPD shall be the determining authority as to the severity of any violation. After the coordinator's investigation he/she shall impose sanctions as she/he deems appropriate.

III. Penalties

1. The SPD has an obligation to the public regarding the safety of vehicles and contents when towed and stored at SPD request and by an SPD Rotation Tow Truck. When circumstances warrant, it will be necessary to immediately suspend a towing company from the rotation and remain on suspension until the situation can be thoroughly investigated and an appropriate and fair decision rendered.

2. Actions that may result in a towing company's suspension or termination from the SPD Towing Rotation List include, but are not limited to:

- a. requesting or demanding a vehicle owner sign any financial responsibility disclaimers;
- b. charging unauthorized fees.
- c. holding life-essential personal property "hostage" for payment to the company;
- d. expiration of liability or workers compensation insurance;
- e. failure to maintain complete and accurate records of rotation towed vehicles;
- f. threats;
- g. operating a tow truck or company in violation of law;
- h. using unauthorized company operators, trucks, or yards on rotation calls;
- i. serious operator error;
- j. vehicle damage sustained during the towing process;
- k. operating unsafe tow trucks;
- n. moving a yard to another location without prior notification to the SPD;
- o. operating a yard which does not have an office on site unless the yard and off-site storage location is approved by SPD;
- p. falsifying information on this application;
- q. revocation/suspension of driving privileges or towing privileges by the State of Georgia.

3. Following an investigation, if the SPD deems a sanction is appropriate, the Company will be notified by Email and/or U.S. mail.

4. The SPD will determine the length of any suspension. Suspension may result in a company being denied participation for any length of time in the current rotation, extended into a proceeding rotation, permanently, or other time as determined by the SPD.

5. A company, yard, truck or driver may be suspended or terminated from the rotation for practices determined by the SPD to be unlawful, unreasonable, or otherwise not in the best interest of the public and as outlined in this application.

6. A violation of any part of this agreement may be cause for sanctions.

7. If the SPD removes, suspends, or sanctions a company on the towing rotation list the SPD shall furnish the company the reasons for the removal, suspension, or sanction in writing within five (5) days of removing, suspending, or sanctioning the company. The company shall have the right to appeal this decision to the Mayor and City Council. In order to appeal such a decision, the company shall file a written notice of appeal with the City Clerk within thirty (30) days of receipt of the written decision by the SPD. Upon receipt of a notice of appeal, the City Clerk shall place the appeal on the agenda for the next meeting of the Mayor and City Council for hearing.

I hereby declare under criminal penalty of the State of Georgia that the information contained in the foregoing **STATESBORO POLICE DEPARTMENT TOWING ROTATION AGREEMENT** application is true and correct. I agree to be bound by all of the terms and conditions contained in the foregoing application and acknowledge that by signing below, I acknowledge I have read the application in its entirety. I agree to abide by the terms and conditions set forth in the application. I agree to accept responsibility for ensuring that all employees of the Company comply with the provisions of the application.

Company Owner

Printed Name: _____

Company Name: _____

Date: _____

Email Address: _____