



March 21, 2023 5:30 pm

1. Call to Order by Mayor Jonathan McCollar
2. Invocation and Pledge of Allegiance by Councilmember Phil Boyum
3. Recognitions/Public Presentations
 - A) Presentation of a retirement award to Kevin L. Span (Chief Wastewater Treatment Plant Operator) who is retiring effective April 1, 2023 after 30 years of service.
4. Public Comments (Agenda Item):
5. Consideration of a Motion to approve the Consent Agenda
 - A) Approval of Minutes
 - a) 3-7-2023 Council Minutes
 - B) Consideration of a motion for approval of surplus and disposition of equipment in the Public Works & Engineering Department.
 - C) Consideration of motion to acknowledge Council receipt of annexation petition by Bel Air Estates, Inc. for 36.55 acres of property located on Beasley Road (Tax Parcel# MS91000013 000) and to direct City Clerk to investigate and certify the sufficiency of the petition filed.
6. Public Hearing and Consideration of a Motion to Approve: APPLICATION AN 23-02-04: S&K Investments of GA LLC, requests Annexation by the 100% method of approximately 1.72 acres of property located at 3101 Old Register Road (Tax Parcel # 076000001012).
7. Public Hearing and Consideration of a Motion to Approve: APPLICATION RZ 23-02-05: S&K Investments of GA LLC requests a Zoning Map Amendment from the R-40 (Single-Family Residential) zoning district to the CR (Commercial Retail) zoning district on approximately 1.72 acres of property in order to construct a commercial development at 3101 Old Register Road (Tax Parcel # 076 000001 012).
8. Public Hearing and Consideration of a Motion to Approve: APPLICATION CUV 23-02-06: Vernon Howard requests a Conditional Use Variance on a 0.28 acre property in order to establish a recovery home at 378 Johnson Street (Tax Parcel # MS40 000030 000).

9. Public Hearing & Consideration of a Motion to approve application for an alcohol license in accordance with the City of Statesboro alcohol ordinance Sec. 6-13 (a):
 - Blue Mile Catering
 - 454 South Main Street
 - Statesboro, Ga 30458
 - License type: Low volume
10. Public Hearing & Consideration of a Motion to approve application for an alcohol license in accordance with the City of Statesboro alcohol ordinance Sec. 6-13 (a):
 - Gokul 2023 INC DBA Sparker
 - 3348 Northside Dr. West
 - Statesboro, Ga 30458
 - License type: Package sales - beer and wine only
11. Consideration of a motion to approve **Resolution 2023-16**: A Resolution requesting approval to apply for assistance to firefighters - fire prevention and safety grant for the City of Statesboro, Georgia.
12. Consideration of a motion to approve **Resolution 2023-17**: A Resolution amending the job position classification and compensation plan to classify the Fire Apparatus Operator to Administrative Captain-FD.
13. Consideration of a motion to approve the Statesboro Fire Department to sell 3 fire apparatus and other equipment in the amount of \$90,000 to the Emanuel Fire Department
14. Other Business from City Council
15. City Managers Comments
16. Public Comments (General)
17. Consideration of a Motion to enter into Executive Session to discuss “Personnel Matters” “Real Estate” and/or “Potential Litigation” in accordance with O.C.G.A 50-14-3(b)
18. Consideration of a Motion to Adjourn



CITY OF STATESBORO
COUNCIL MINUTES
MARCH 07, 2023

Regular Meeting

50 E. Main St. City Hall Council Chambers

9:00 AM

1. Call to Order

Mayor Jonathan McCollar called the meeting to order

2. Invocation and Pledge

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

ATTENDENCE

Attendee Name	Title	Status	Arrived
Jonathan McCollar	Mayor	Present	
Phil Boyum	Councilmember	Present	9:10 am
Paulette Chavers	Councilmember	Present	
Venus Mack	Councilmember	Absent	
John Riggs	Councilmember	Present	
Shari Barr	Mayor Pro Tem	Present	

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

3. Recognitions/Public Presentations

A) Presentation of a Proclamation recognizing the week of March 12-18, 2023 as AmeriCorp week.

Mayor Jonathan McCollar read and presented a proclamation recognizing the week of March 12-18, 2023 as AmeriCorp week.

B) Presentation to the Finance Department for receiving the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for the 2021 Annual Comprehensive Financial Report.

Mayor Jonathan McCollar presented to the City's Finance Department the Distinguished Budget Award for the City of Statesboro FY 2021 Budget. This Award is awarded through the Government Finance Officers Association.

Councilmember Phil Boyum joined the meeting.

C) Presentation by Richard Deal with Lanier, Deal, and Proctor on how the City financially ended Fiscal Year 2022.

Richard Deal with Lanier, Deal, and Proctor presented to Mayor and Council the highlights from the Fiscal Year 2022 audit they performed for the City of Statesboro.

4. Public Comments (Agenda Item): None

5. Consideration of a Motion to approve the Consent Agenda

A) Approval of Minutes

- a) 02-21-2023 Work Session Minutes
- b) 02-21-2023 Council Minutes
- c) 02-21-2023 Executive Session Minutes

B) Consideration of a motion to approve the City of Statesboro Fiscal Year 2022 Audit.

A motion was made to approve the consent agenda.

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

6. Consideration of a motion to cancel the July 4, 2023 regularly scheduled council meeting.

A Motion was made to cancel the July 4, 2023 regularly scheduled council meeting.

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

7. Consideration of a motion to approve Resolution 2023-12: A Resolution requesting approval to apply for the FY 2023 Community Development Block Grant for the City of Statesboro, Georgia.

A motion was made to approve Resolution 2023-12: A Resolution requesting approval to apply for the FY 2023 Community Development Block Grant for the City of Statesboro, Georgia.

RESULT:	Approved (Unanimous)
MOVER:	Councilmember Phil Boyum
SECONDER:	Councilmember Paulette Chavers
AYES:	Boyum, Chavers, Riggs, Barr
ABSENT	Councilmember Venus Mack

8. Consideration of a motion to approve Resolution 2023-13: A Resolution approving application for funding from the Congressionally Directed Spending Program for the Creek on the Blue Mile Project.

Councilmember Phil Boyum asked if we have an updated cost estimate for this project, because over the past 18 months prices have gone up 40 percent. We were looking at a \$26 million project before, it is likely that the project is now closer to \$40 million.

City Manager Charles Penny stated at this time we do not have revised estimates. We are expecting to receive it within the next several months when we receive the 60 report from Freese and Nichols.

A motion was made to approve Resolution 2023-13: A Resolution approving application for funding from the Congressionally Directed Spending Program for the Creek on the Blue Mile Project.

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

9. Consideration of a motion to approve Resolution 2023-14: A Resolution approving application for the 2023 Keep Georgia Beautiful Foundation (KGBF) BRACE Program Grant.

A motion was made to approve Resolution 2023-14: A Resolution approving application for the 2023 Keep Georgia Beautiful Foundation (KGBF) BRACE Program Grant.

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

10. Consideration of a motion to approve Resolution 2023-15: A Resolution approving application for funding from the Congressionally Directed Spending Program supported by the Office of U.S. Senators Jon Ossoff and Raphael Warnock for the Statesboro Village Builders initiative.

A motion was made to approve Resolution 2023-15: A Resolution approving application for funding from the Congressionally Directed Spending Program supported by the Office of U.S. Senators Jon Ossoff and Raphael Warnock for the Statesboro Village Builders initiative.

RESULT:	Approved (Unanimous)
MOVER:	Councilmember Paulette Chaves
SECONDER:	Mayor Pro Tem Shari Barr
AYES:	Boyum, Chavers, Riggs, Barr
ABSENT	Councilmember Venus Mack

11. Consideration of a motion authorizing the Mayor to execute a Georgia Department of Transportation temporary driveway construction easement at the Statesboro Bulloch County Airport.

A motion was made to approve authorizing the Mayor to execute a Georgia Department of Transportation temporary driveway construction easement at the Statesboro Bulloch County Airport.

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

12. Consideration of a motion to authorize the Statesboro Police Department to purchase upgraded firearms and related equipment for use by sworn officers in the amount of \$40,205.20.

A motion was made to authorize the Statesboro Police Department to purchase upgraded firearms and related equipment for use by sworn officers in the amount of \$40,205.20.

RESULT:	Approved (Unanimous)
MOVER:	Councilmember John Riggs
SECONDER:	Councilmember Paulette Chavers
AYES:	Boyum, Chavers, Riggs, Barr
ABSENT	Councilmember Venus Mack

13. Consideration of a motion to reject all bids for wastewater treatment plant influent pumps and upgrades.

A motion was made to reject all bids for wastewater treatment plant influent pumps and upgrades.

RESULT:	Approved (Unanimous)
MOVER:	Councilmember Paulette Chavers
SECONDER:	Councilmember John Riggs
AYES:	Boyum, Chavers, Riggs, Barr
ABSENT	Councilmember Venus Mack

14. Other Business from City Council:

Mayor Pro Tem Shari Barr stated that Ferstreaders of Bulloch County is having a fundraiser for program that sends books to Bulloch County preschoolers, helping to improve literacy and be better prepared for success in school. She stated that she and Councilmember Chavers are participating in the fundraiser. They are posting content across social media as a storybook character asking people to vote for them or for any one of the other three people who are running. Each vote is \$3 and buys a book for a child here in Bulloch County.

Councilmember John Riggs announced that he would like to change the name of Tillman Road to Snooky’s Blvd, Snooky’s Road, Snooky’s Drive or Bruce Yawn Blvd, road or drive. It would be the portion of road from Hwy 301/South Main Street to Fair Road. He asked that if anyone has an issue or comment about this proposal to let him know.

15. City Managers Comments

City Manager Charles Penny stated advertising began yesterday for applications for the Youth Commission, where terms of the members have expired and the, Tree Board which has two vacancies. Secondly, the Mayor and City Council will be at on a Council Retreat next week March 17-18 on Jekyll Island. Mayor Pro Tem Shari Barr asked about the status of applications for the Youth Council. Mr. Penny stated that we have received over 60 applications.

16. Public Comments (General): None

17. Consideration of a Motion to enter into Executive Session to discuss “Personnel Matters” “Real Estate” and/or “Potential Litigation” in accordance with O.C.G.A 50-14-3(b).

No executive session was held.

18. Consideration of a Motion to Adjourn

A motion was made to adjourn.

RESULT:	Approved (Unanimous)
MOVER:	Councilmember Paulette Chavers
SECONDER:	Councilmember John Riggs
AYES:	Boyum, Chavers, Riggs, Barr
ABSENT	Councilmember Venus Mack

The meeting was adjourned at 9:34 am.

Jonathan McCollar, Mayor

Leah Harden, City Clerk

CITY OF STATESBORO



COUNCIL

Phil Boyum, District 1
Paulette Chavers, District 2
Venus Mack, District 3
John Riggs, District 4
Shari Barr, District 5

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

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

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

From: John Washington, Director - Public Works & Engineering

Date: March 14, 2023

RE: Public Works & Engineering Department Asset Surplus and Disposition

Policy Issue: Purchasing Policy Section: Vehicle and Equipment Surplus and Disposition.

Recommendation:

Staff recommends and requests the consideration of a motion for surplus and disposition of equipment in the Public Works Department.

Background:

The Items below have exceeded their useful service life and have recently been replaced by purchase of new equipment:

1. Stormwater Division: 1997 Caterpillar 320 Excavator, #137, Vin #9KK04325
2. Stormwater Division: 2012 John Deere Flex Wing Mower, Vin #1POHX2OEHCP015523
3. Streets Division: 1996 Caterpillar 311 Excavator Vin# 09LJ00755
4. Solid Waste Disposal Division: 2014 model FINN B70T, Straw Blower Vin#1F9BS141XFF135233

Budget Impact:

Reduce Maintenance Cost

Council Person and District:

N/A (citywide)

Attachment: N/A

CITY OF STATESBORO

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Shari Barr, District 5



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Leah Harden, City Clerk
I. Cain Smith, City Attorney

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

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

From: Justin Williams, Planning & Housing Administrator

Date: March 9, 2023

RE: March 21, 2023 City Council Agenda Items: Consent Agenda

Policy Issue: Consideration of motion to acknowledge Council receipt of annexation petition by Bel Air Estates, Inc. for 36.55 acres of property located on Beasley Road (Tax Parcel# MS91000013 000) and to direct City Clerk to investigate and certify the sufficiency of the petition filed.

Recommendation: Staff recommends acknowledgement of annexation petition.

Background: The Department of Planning & Development has received a request for annexation by Bel Air Estates, Inc. for 36.55 (listed with tax assessor as 41) acres of property located on Beasley Road (Tax Parcel# MS91000013 000). This annexation request and subsequent zoning map amendment is proposed to be heard at the regularly scheduled May 16th, 2023 City Council Meeting. Notification of this annexation has been sent to both the Bulloch County Board of Commissioners and Bulloch County Board of Education as per O.C.G.A. 36-36-111. Attached is the location map for this request.

Attachment: Q Public Property Card

CITY OF STATESBORO

COUNCIL

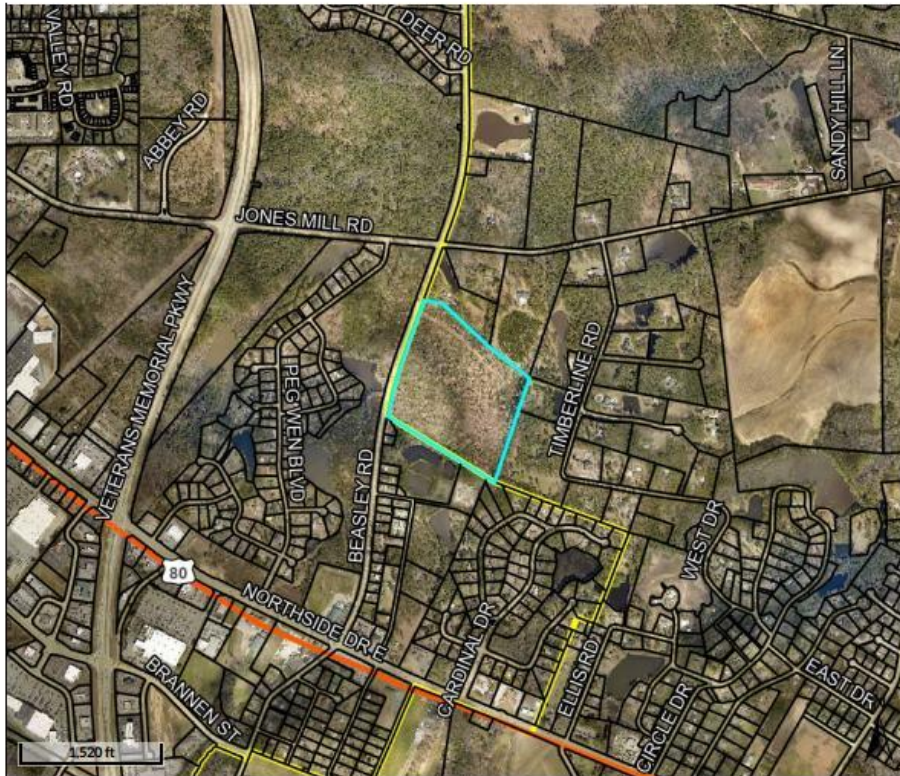
Phil Boyum, District 1
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 John Riggs, District 4
 Shari Barr, District 5



Jonathan M. McCollar, Mayor
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 Leah Harden, City Clerk
 I. Cain Smith, City Attorney

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Overview



Legend

-  County TAD
-  Parcels
-  Roads
-  Bulloch County Outlines

Parcel ID	MS91000013000	Owner	BEL AIR ESTATES	Last 2 Sales			
Class Code	Agricultural		P O BOX 964	Date	Price	Reason	Qual
Taxing District	Fire District		STATESBORO, GA 304590964	1/1/1900	0	NM	U
Acres	41	Physical Address	BEASLEY RD	n/a	0	n/a	n/a
		Fair Market Value	Value \$171600				

(Note: Not to be used on legal documents)

Date created: 3/10/2023
 Last Data Uploaded: 3/10/2023 1:52:30 AM

Developed by  Schneider
 GEOSPATIAL

CITY OF STATESBORO

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Paulette Chavers, District 2
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50 EAST MAIN STREET • P.O. BOX 348 • STATESBORO, GEORGIA 30459-0348

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

From: Justin Williams, Planning & Housing Administrator

Date: March 9, 2023

RE: March 21, 2023 City Council Agenda Items

Policy Issue: *Statesboro Zoning Ordinance: Annexation Request*

Recommendation: Staff recommends Approval of the Annexation Requested by AN 23-02-04.

Background: S&K Investments of GA LLC, requests Annexation by the 100% method of approximately 1.72 acres of property located at 3101 Old Register Road (Tax Parcel # 076 000001 012).

Budget Impact: None

Council Person and District: Mack (District 3)

Attachments: General Annexation Memo (AN 23-02-04) & Annexation Ordinance

CITY OF STATESBORO



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

To: Charles Penny, City Manager
From: Justin Williams, Planning & Housing Administrator
Date: March 9, 2023
RE: 3101 Old Register Road: AN 23-02-04

Below is the information regarding this annexation for City Council:

3101 Old Register Road (Parcels A&B)

Analysis of the possible development has brought forth the following information. These estimates are based off of the non-binding sketch provided by the developer. The calculations prepared in this document utilize the number of buildings which will require services. At this time, it is unlikely that the property will see substantial changes based on the proposed zoning and existing buildings on the site.

This area is located in the Emerging Business character area of the Statesboro Comprehensive Plan, and is in the existing Old Register Tax Allocation District. This area does specifically call for Mixed Use Retail/Office/Residential Buildings, Small and Mid-size retail and Entertainment space.

This analysis is broken into specific areas related to the following: Utility & Infrastructure Cost, Tax Implications and Economic Impact.

Utility & Infrastructure Revenue

Calculations for the extension of utilities into the area completed by the Water/Sewer Division determined that the extension of utilities onto the site would be incurred by the developer. These extensions would be maintained by the City. The applicant would be required to pay for both the water and sewer extensions, the taps into the system per building, as well as the aid to construction fee for each. The Aid to Construction fee is a specific fee associated with the impact that a development would have on the City Wastewater Treatment Plant, and is used exclusively to assist in maintaining this plant.

The installation of gas to the subdivision has not been determined as a desired request, therefore no analysis has been conducted for this item. If natural gas is requested, these cost would be incurred by the City to extend into the area. As the natural gas estimates have been

determined as unnecessary, they have not been included in the general briefing on this item. As the business type has not been determined for either of the proposed building, the Aid to construction fee will be determined at that time. This number can vary substantially depending on the number and type of businesses that eventually locate in the area. Due to this, it is unknown what the actual impact may be. An estimate provided below shows fees associated with the installation of one 2" water line, and one 4" sewer line on the property.

Infrastructure Revenue to the City			
	Water Tap	Sewer Tap	Aid to Construction
Per Unit Revenue	\$3800	\$600	N/A

Tax Implications

As of 2022, the City of Statesboro currently has a millage rate of 7.308 mills. The land value of the property without infrastructure is currently listed by the Bulloch Tax Assessor at \$160,208. Considering that value, the 40% assessed amount will be \$64,083. Within the first year, the general tax rate of the land would be \$468.32. The construction of the additional building as proposed, if built at similar value would double this amount.

A map showing the initial proposal for this development may be found below. Due to specific environmental and code restraints, this plan is subject to change.

Economic Impacts

In regards to the general impact to the economic base of the City, there are two factors to consider. The first is the general amount of financial impact directly to the City upon annexation, and the second is the financial impact to the City post construction. This does not include any impacts to the overall traffic analysis of the proposed development, nor does it include the overall cost of services in terms of fire nor police (this area is already covered by the 5-mile fire district, so there is no change in this service cost).

Please note that this area is directly served by the improvements to Old Register Road that were completed as a result of the Publix/Stadium development. At the current level of traffic, it is unlikely that there will be a significant change in the overall road service level in the area. Care should be taken if the projects are split into smaller units, which would increase traffic flows, but it is not likely to cause lowered service.

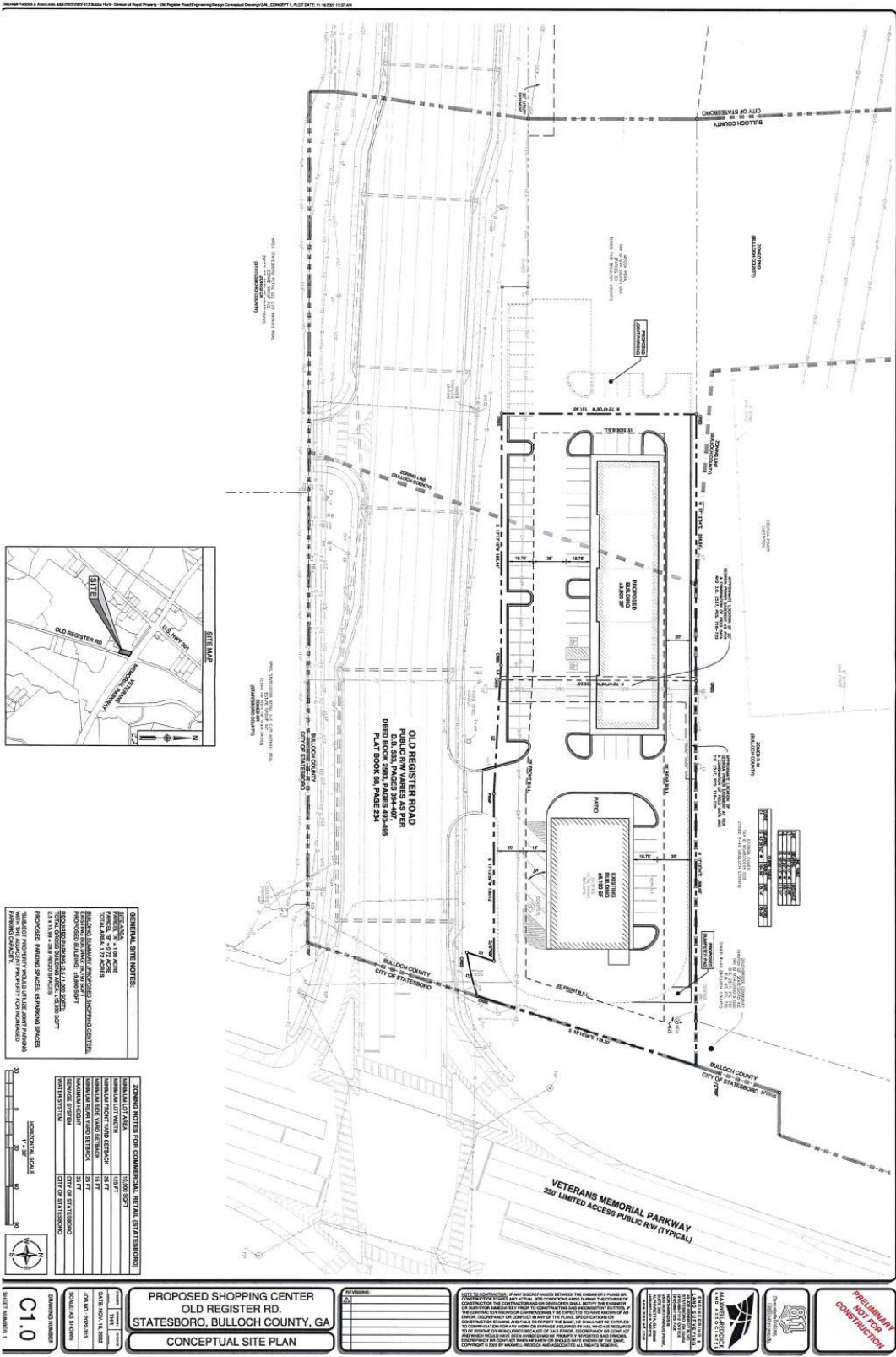
A brief chart shows project revenue at the current level, without respect to the possible change to the design of the project.

Total Project Revenue		
	Without Annexation	Annexation
Land Value	\$160,208	\$160,208
Water/Sewer Improvement	\$0	\$4400
Property Tax Value (Yearly)	\$0	\$468.32

Subject Property



Proposed Development



C1.0
 SHEET NUMBER 1

PROPOSED SHOPPING CENTER
OLD REGISTER RD.
STATESBORO, BULLOCH COUNTY, GA
CONCEPTUAL SITE PLAN

DATE: NOV. 16, 2023
JOB NO.: 2023-013
SCALE: AS SHOWN

DESIGNED BY: [Name]
CHECKED BY: [Name]
DATE: [Date]

PROJECT NO.: [Number]
CLIENT: [Name]

CONTRACT NO.: [Number]
PROJECT NAME: [Name]

PROJECT LOCATION: [Address]
CITY: [City]

PROJECT STATUS: [Status]
DATE: [Date]

PROJECT DESCRIPTION: [Description]
CLIENT CONTACT: [Contact]

PROJECT CONTACT: [Contact]
PHONE: [Phone]

PROJECT CONTACT: [Contact]
EMAIL: [Email]

PROJECT CONTACT: [Contact]
WEBSITE: [Website]

PROJECT CONTACT: [Contact]
ADDRESS: [Address]

PROJECT CONTACT: [Contact]
STATE: [State]

PROJECT CONTACT: [Contact]
CITY: [City]

PROJECT CONTACT: [Contact]
COUNTRY: [Country]

PROJECT CONTACT: [Contact]
ZIP CODE: [Zip Code]

PROJECT CONTACT: [Contact]
PHONE: [Phone]

PROJECT CONTACT: [Contact]
EMAIL: [Email]

PROJECT CONTACT: [Contact]
WEBSITE: [Website]

PROJECT CONTACT: [Contact]
ADDRESS: [Address]

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STATE: [State]

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CITY: [City]

PROJECT CONTACT: [Contact]
COUNTRY: [Country]

PROJECT CONTACT: [Contact]
ZIP CODE: [Zip Code]

PROJECT CONTACT: [Contact]
PROJECT NO.: [Number]

PROJECT CONTACT: [Contact]
CLIENT: [Name]

PROJECT CONTACT: [Contact]
PROJECT STATUS: [Status]

PROJECT CONTACT: [Contact]
DATE: [Date]

PROJECT CONTACT: [Contact]
PROJECT DESCRIPTION: [Description]

PROJECT CONTACT: [Contact]
CLIENT CONTACT: [Contact]

PROJECT CONTACT: [Contact]
PROJECT LOCATION: [Address]

PROJECT CONTACT: [Contact]
CITY: [City]

PROJECT CONTACT: [Contact]
COUNTRY: [Country]

ORDINANCE # 2023- 03:
AN ORDINANCE TO ANNEX PROPERTY
INTO THE CITY OF STATESBORO

WHEREAS, the Mayor and City Council of the City of Statesboro, Georgia have received and accepted a petition from S&K Investments of GA LLC, the owner of 100 percent of the property to be annexed; and

WHEREAS, pursuant to Chapter 36 of Title 36 of the Official Code of Georgia Annotated, in order to annex property, to provide an effective date, and other provisions, the Mayor and City Council must approve an ordinance for annexation;

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Statesboro, Georgia, in regular session assembled as follows:

Section 1. The area contiguous to the City of Statesboro as described in Appendix A, which is attached to and incorporated as part of this ordinance, is hereby annexed into the City of Statesboro and is made a part of said city. Said property also being known as Bulloch County tax map parcel # 076 000001 012 and further described under Appendix A:

Section 2. This ordinance shall become effective on April 1, 2023.

Section 3. The Director of Planning & Development of the City of Statesboro is instructed to send a report that includes certified copies of this ordinance, the name of the county in which the property being annexed is located and a letter from the City stating the intent to add the annexed area to the Census maps during the next survey and stating that the survey map will be completed and returned to the United States Census Bureau, Georgia Department of Community Affairs, and to the governing authority of Bulloch County, Georgia within thirty (30) days after the effective date of the annexation as set forth in Section 2.

Section 4. On the effective date of the annexation, this property shall be placed in Council District 3 of the City of Statesboro.

Section 5. This property shall be zoned CR (Commercial Retail) and located within the Emerging Business character area on the City of Statesboro Future Development Map pursuant to the vote of the Statesboro City Council held on March 21, 2023, subsequent to a public hearing regarding the zoning of said property.

Section 6. All ordinances and parts of ordinances in conflict with this ordinance are repealed.
APPROVED this 21st day of March, 2023 by the Mayor and Council of the City of Statesboro.

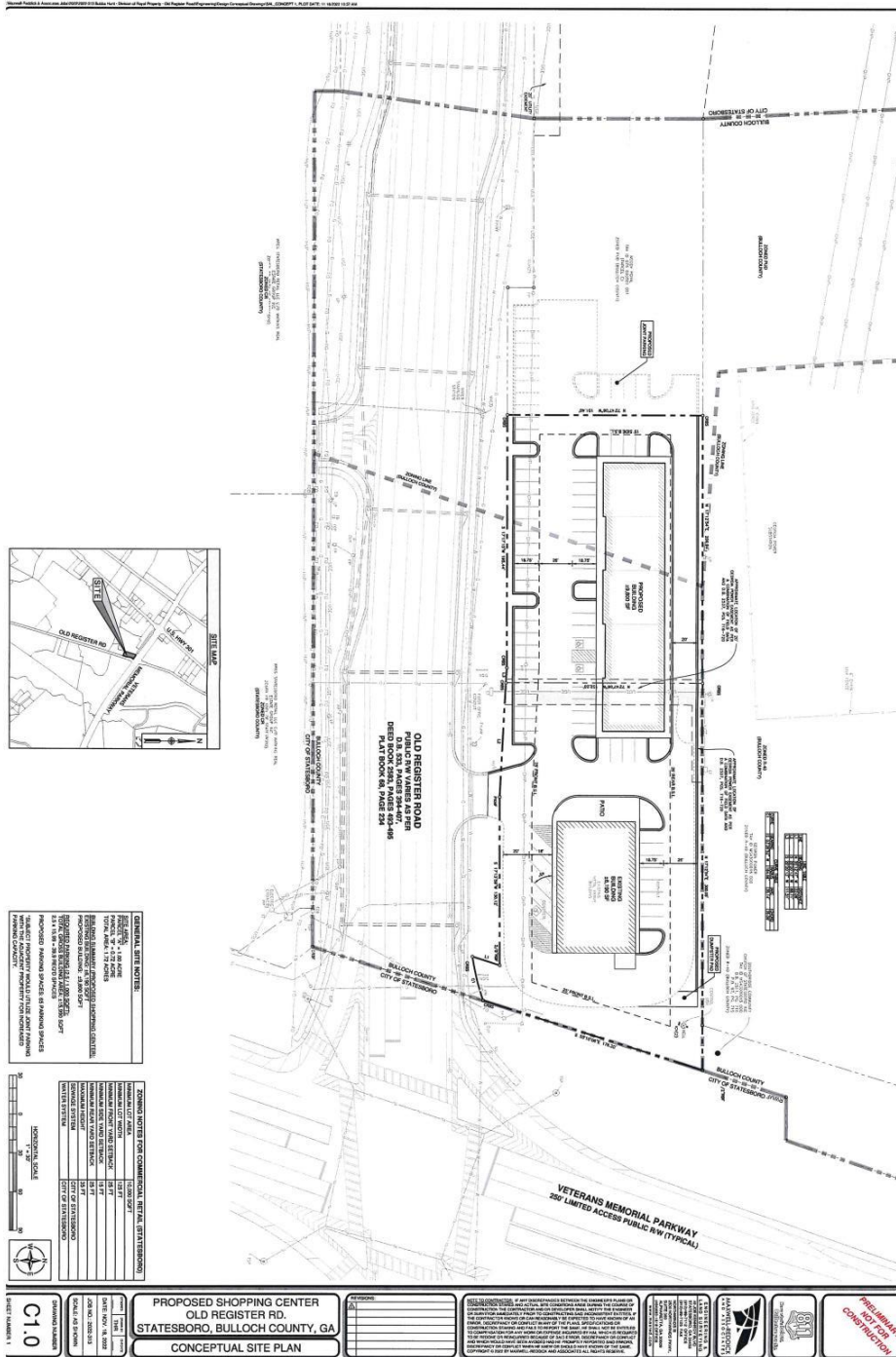
ATTEST:

Jonathan M. McCollar, Mayor

Leah Harden, City Clerk

Appendix A

Property to be annexed on the surveys below and more further describes as approximately 1.72 +/- acres of land and existing auto shop located on Old Register Road (Tax Parcels # 076 00001 012)).



CITY OF STATESBORO

COUNCIL

Phil Boyum, District 1
Paulette Chavers, District 2
Venus Mack, District 3
John Riggs, District 4
Shari Barr, District 5



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

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

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

From: Justin Williams, Planning & Housing Administrator

Date: March 9, 2023

RE: March 21, 2023 City Council Agenda Items

Policy Issue: *Statesboro Zoning Ordinance: Zoning Map Amendment*

Recommendation: Planning Commission recommends Approval of the Zoning Map Amendment Requested by RZ 23-02-05.

Background: S&K Investments of GA LLC requests a Zoning Map Amendment from the R-40 (Single-Family Residential) zoning district to the CR (Commercial Retail) zoning district on approximately 1.72 acres of property in order to construct a commercial development at 3101 Old Register Road (Tax Parcel # 076 000001 012).

Budget Impact: None

Council Person and District: Mack (District 3)

Attachments: Development Services Report (RZ 23-02-05)



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

P.O. Box 348
 Statesboro, Georgia 30458

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

RZ 23-02-05
ZONING MAP AMENDMENT REQUEST
3101 OLD REGISTER ROAD(PARCEL A&B)

LOCATION:	3101 Old Register Road (Parcels A&B)
EXISTING ZONING:	HC (Highway Commercial – County)
ACRES:	1.72 acres
PARCEL TAX MAP #:	076 000001 012
COUNCIL DISTRICT:	District 3 (Mack)
EXISTING USE:	Vacant Lot
PROPOSED USE:	Commercial Strip Center



PETITIONER S&K Investments LLC
ADDRESS 129 Woodbridge Way; Statesboro GA, 30458

REPRESENTATIVE John Dotson
ADDRESS 40 Joe Kennedy Blvd; Statesboro GA, 30458

PROPOSAL

The applicant is requesting an Annexation and subsequent Zoning Map Amendment for 2.27 acres of property located at 3101 Old Register Road in order to develop a commercial strip center.

PLANNING COMMISSION RECOMMENDATION

RZ 23-02-05 – CONDITIONAL APPROVAL

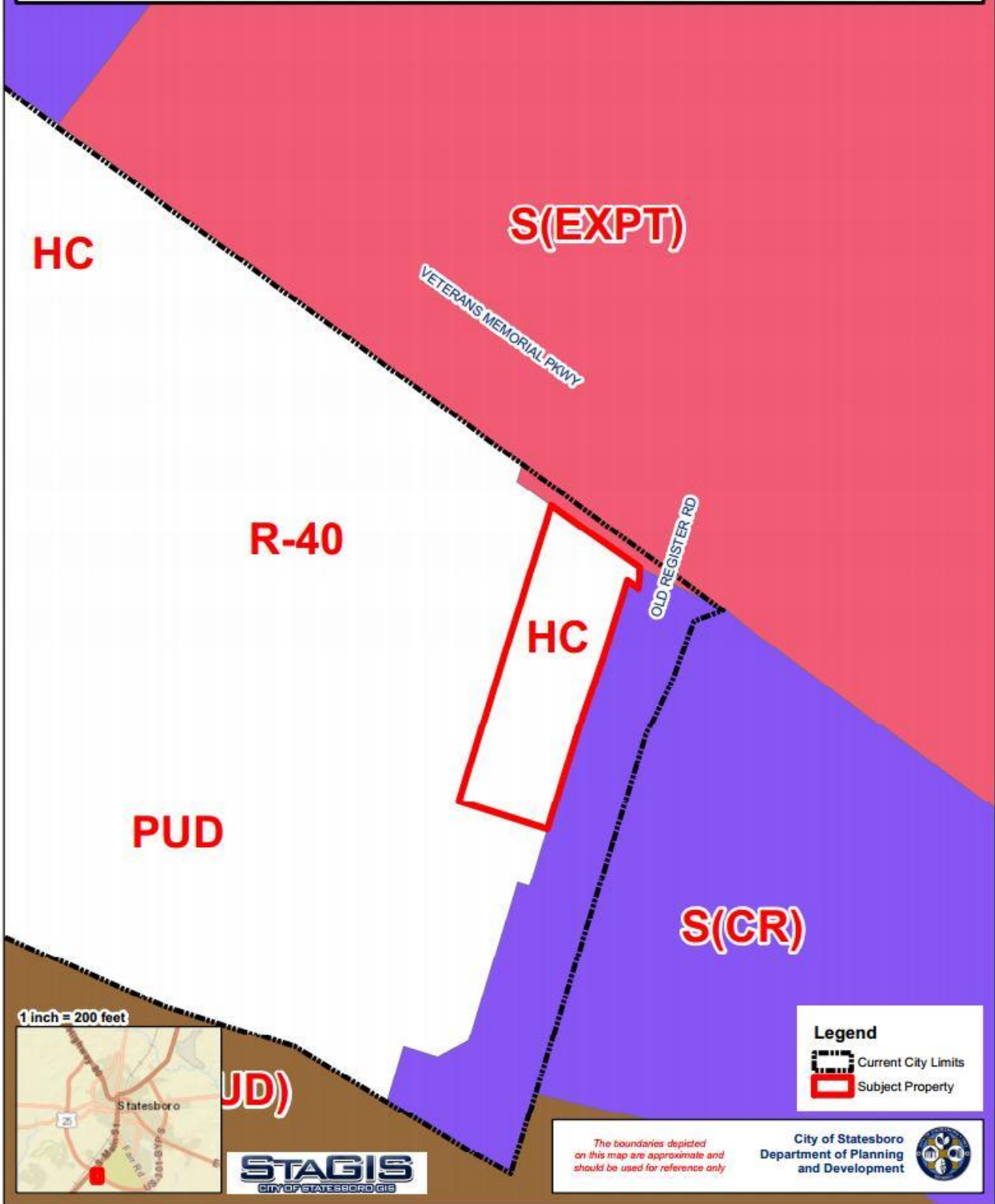
Case # AN 23-02-04 & RZ 23-02-05
Old Register Rd
Parcel: 076 000001 012

Location Map



Case # AN 23-02--04 & RZ 23-02-05
Old Register Rd
Parcel: 076 000001 012

Current Zoning Map



1 inch = 200 feet



JD)



Legend

- Current City Limits
- Subject Property

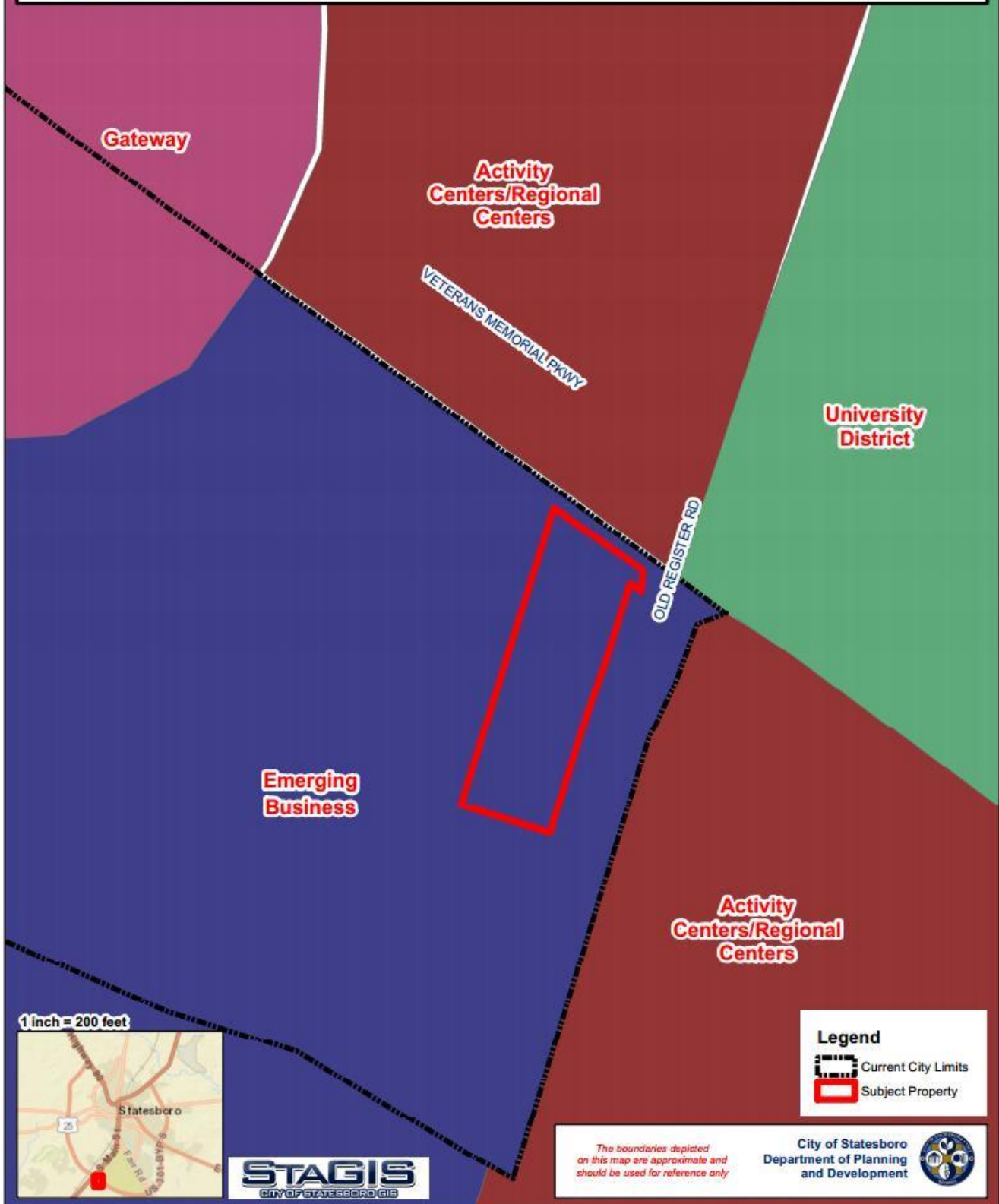
The boundaries depicted on this map are approximate and should be used for reference only

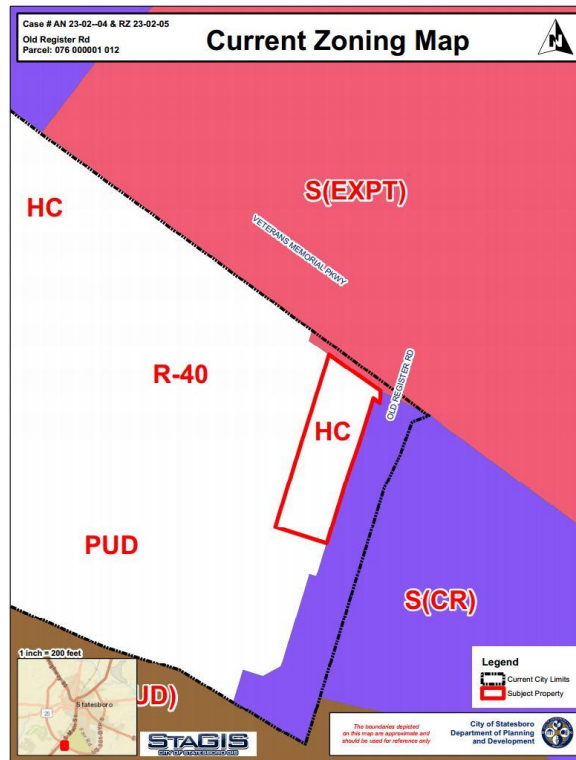
City of Statesboro
Department of Planning
and Development



Case # AN 23-02-04 & RZ 23-02-05
Old Register Rd
Parcel: 076 000001 012

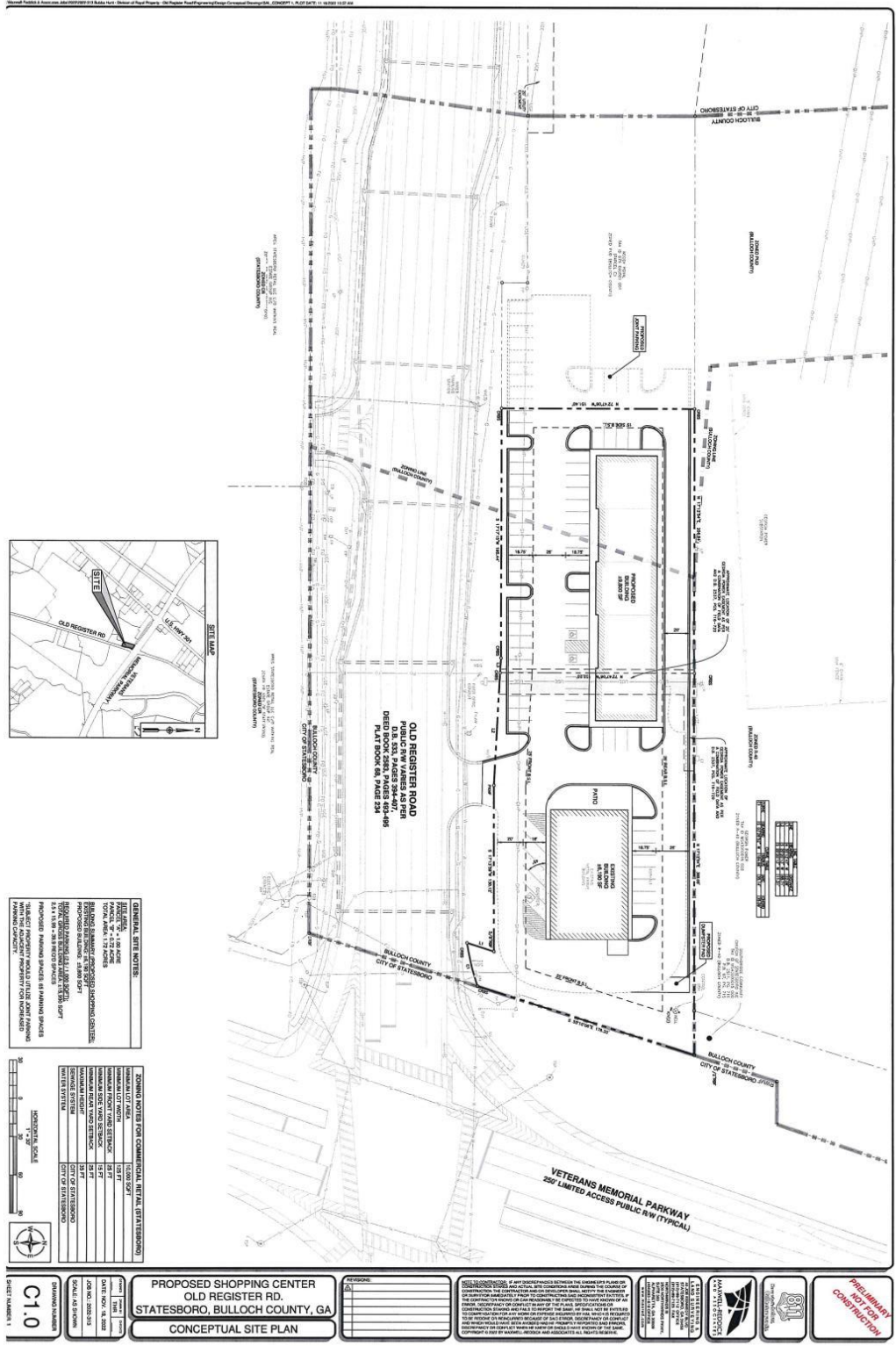
Future Landuse Map





SURROUNDING LAND USES/ZONING		
Location	Parcel Location & Zoning Information	Land Use
North	Location Area #1: EXPT (Exempt)	Georgia Southern University
Northeast	Location Area #2: EXPT (Exempt)	Georgia Southern University
Northwest	Location Area #3: EXPT (Exempt)	Georgia Southern University
East	Location Area #4: CR (Commercial Retail)	Publix Shopping Center
West	Location Area #5: R-40 (Single-Family Residential)	GA Power Station
Southwest	Location Area #6: PUD (Planned Unit Development)	Vacant (Future Tormenta Development)
Southeast	Location Area #7: PUD (Planned Unit Development)	Tormenta Stadium
South	Location Area #8: PUD (Planned Unit Development)	Vacant

PRELIMINARY PLAN



SUBJECT SITE

The subject site is a vacant 1.72 acre lot located on Old Register Road. The property is directly adjacent to both the Publix shopping center and the existing GA Power substation. This lot currently has an existing tire shop which is intended for renovation upon zoning. .

The *City of Statesboro 2019 – 2029 Comprehensive Master Plan* shows this area in the “Emerging Business” character area, which calls for small and midsize regional retail and commercial development, as well as mixed use retail and multi-family housing. It is recommended that the character area of the *Statesboro Comprehensive Plan* be amended to place this property in the “Activity/Regional Center” character area in alignment with the adjacent stadium development.

ENVIRONMENTAL SITE ANALYSIS

The subject property listed for annexation does not contain wetlands or FEMA listed flood plains.

ANNEXATION SPECIFIC INFORMATION

This property is currently under consideration for annexation as noted in the February 21, 2023 City Council Meeting.

COMMUNITY FACILITIES AND TRANSPORTATION

The subject property is not currently served by City Water or Sewer, but water and sewer both serve the adjacent “Publix” property.

ZONING MAP AMENDMENT STANDARDS FOR DETERMINATION

The mayor and city council in exercising its zoning power, shall be governed by the following standards in making its determination and balancing the promotions of the public health, safety, morality [morals] and general welfare against the right of unrestricted use of property:

- 1. Existing uses and zoning or [of] property nearby.**
 - The area and surrounding zoning shows a similar use. The applicant seeks to expand the existing commercial uses in the area and add a smaller strip center.
- 2. The extent to which property values are diminished by the particular zoning restrictions.**
 - If annexed as the standard R-40 zoning, the property would be significantly less valuable as a single-family residential unit. In addition, the property already has an existing commercial building on the site.
- 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.**
 - In line with the continued development of the Old Register Road TAD, this project would serve as additional commercial space for a newly formed activity area for the Southwestern quadrant of the City.
- 4. The relative gain to the public, as compared to the hardship imposed upon the property owner.**

- Due to the existence of the commercial building on the site, maintaining the default R-40 (Single-Family Residential) zoning would create issues of future use for the property owner.
- 5. The suitability of the subject property for the zoned purposes.**
- The property is well positioned for commercial redevelopment, and is adjacent to a currently developing area, which will benefit from additional commercial development.
- 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.**
- The existing building, which has historically been a service center has been vacant for over 1 year.
- 7. The extent the proposed change would impact the following:**
- Population density in the area.
 - The population density would not substantially change as a result of this request.
 - Community facilities.
 - There will need to be some expansion of the existing facilities in the area to ensure that the property can be appropriately served.
 - Living conditions in the area.
 - As this is not a change in the general use of the property, this is not an applicable question.
 - Traffic patterns and congestion.
 - This road was recently expanded to support a significant increase in traffic. The request will not detrimentally impact the level of service on this road.
 - Environmental aspects.
 - No wetlands or flood plains will be impacted by this development.
 - Existing and future land use patterns.
 - Development in the area has already begun in due to the Publix and Tormenta Stadium. It is expected that this will continue.
 - Property values in the adjacent areas.
 - It is unsure at this time the overall impact of surrounding property values, although this request is in line with all the adjacent development.
- 8. Consistency with other governmental land use, transportation, and development plans for the community.**
- The overall use is consistent with the “Emerging Business” character area in the 2019-2029 Statesboro Comprehensive Plan.

Subject Property



Eastern Property



Northern Property



Southern Property



STAFF/PLANNING COMMISSION RECOMMENDATION

Staff recommends **Approval of RZ 23-02-05**. If this petition is approved by the Mayor and City Council, it should be subject to the applicant's agreement to the following enumerated condition(s):

- (1) Approval of this Zoning Map Amendment does not grant site and/or building plan approval as submitted. Project(s) will be required to meet all City Ordinances and applicable building codes.

At the regularly scheduled meeting of the Planning Commission on March 7, 2023, the Commission recommended Approval of application RZ 23-02-05 with staff conditions on a 5-0 vote.

CITY OF STATESBORO

COUNCIL

Phil Boyum, District 1
Paulette Chavers, District 2
Venus Mack, District 3
John Riggs, District 4
Shari Barr, District 5



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

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

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

From: Justin Williams, Planning & Housing Administrator

Date: March 9, 2023

RE: March 21, 2023 City Council Agenda Items

Policy Issue: *Statesboro Zoning Ordinance: Conditional Use Variance*

Recommendation: Planning Commission recommends Approval of the Conditional Use Variance requested by CUV 23-02-06.

Background: Vernon Howard requests a Conditional Use Variance on a 0.28 acre property in order to establish a recovery home at 378 Johnson Street (Tax Parcel # MS40 000030 000)

Budget Impact: None

Council Person and District: Chavers (District 2)

Attachments: Development Services Report (CUV 23-02-06)



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

P.O. Box 348
 Statesboro, Georgia 30458

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

CUV 23-02-06
CONDITIONAL USE VARIANCE REQUEST
378 JOHNSON STREET

LOCATION:	378 Johnson Street
EXISTING ZONING:	R-8 (Single-Family Residential)
ACRES:	0.29 acres
PARCEL TAX MAP #:	MS40000030 000
COUNCIL DISTRICT:	District 2 (Chavers)
EXISTING USE:	Single-Family Home
PROPOSED USE:	Recovery Home



PETITIONER Vernon Howard
ADDRESS 18 Simmons Center, Statesboro GA 30458

REPRESENTATIVE Jimmy Howell
ADDRESS

PROPOSAL

The applicant requests a conditional use variance to allow for the placement of a recovery home at 378 Johnson Street.

PLANNING COMMISSION RECOMMENDATION

CUV 23-02-06 CONDITIONAL APPROVAL

Case # CUV 23-02-06
378 Johnson St
Parcel: MS40000030 000

Location Map



Case # CUV 23-02-06
378 Johnson St
Parcel: MS40000030 000

Current Zoning Map



R-40 S(LI)

S(R8)

S(R4)

S(R20)



S(PUD)

R-40

1 inch = 200 feet



Legend

-  Subject Property
-  Tax Parcel Lines

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

City of Statesboro
Department of Planning
and Development



Case # CUV 23-02-06
378 Johnson St
Parcel: MS40000030 000

Future Landuse Map



Potential
Annexation

Residential
Redevelopment

Potential
Annexation

1 inch = 200 feet



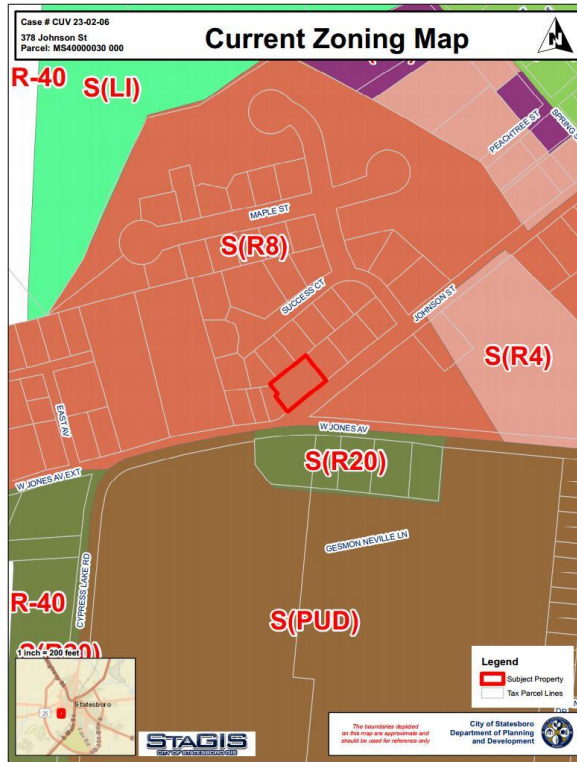
Legend

-  Subject Property
-  Tax Parcel Lines

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

City of Statesboro
Department of Planning
and Development





SURROUNDING LAND USES/ZONING

Location	Parcel Location & Zoning Information	Land Use
North	Location Area #1: R-8 (Single-Family Residential)	Single-Family Residential Dwelling
Northeast	Location Area #2: R-8 (Single-Family Residential)	Single-Family Residential Dwelling
Northwest	Location Area #3: R-8 (Single-Family Residential)	Single-Family Residential Dwelling
East	Location Area #4: R-8 (Single-Family Residential)	Single-Family Residential Dwelling
South	Location Area #5: R-8 (Single-Family Residential)	Single-Family Residential Dwelling
Southwest	Location Area #6: PUD (Planned Unit Development)	Bethany Assisted Living Land
Southeast	Location Area #7: PUD (Planned Unit Development)	Single-Family Residential Dwelling
West	Location Area #8: PUD (Planned Unit Development)	Single-Family Residential Dwelling

SUBJECT SITE

The subject site contains a single family home on 0.29 acres. The property has served as a single-family residence, but has historically been used for a home based hair salon.

The *City of Statesboro 2019 – 2029 Comprehensive Master Plan* designates the subject site in the “Residential Redevelopment” character area, which designates single-family detached housing and lower density single-family attached.

ENVIRONMENTAL SITE ANALYSIS

The subject property does not contain wetlands and is not located in a special flood hazard area. There are no intended changes to the property.

COMMUNITY FACILITIES AND TRANSPORTATION

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

CONDITIONAL ZONING STANDARDS OF REVIEW

The *Statesboro Zoning Ordinance* permits the grant of conditional zoning upon a finding by the governing body that the requested use is “of the same general character” as those uses permitted within the district without the grant of a special exception and requires that “in determining the compatibility of the conditional use with adjacent properties and the overall community, the Mayor and City Council (will) consider the same criteria and guidelines [as for] determinations of amendments, as well as the following factors”.

Article XXIV, Section 2406 of the *Statesboro Zoning Ordinance* lists **seven (7) factors** that should be considered by the Mayor and City Council “in determining the 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.

- The location is not a traditional business, and would be used specifically for the individual recovery of tenants. This would require the residence to have a license to operate, but this does not include guest or traffic beyond the residents on site.

(B) Vehicular traffic and pedestrian movement on adjacent streets will not be substantially hindered or endangered.

- Generally, individuals living in the residence would not have any adverse on traffic, as the majority of them will not have vehicles. In addition, this location is served by a local sidewalk which will prevent significant levels of traffic being exposed to the street.

(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.

- The existing parking should be sufficient for the location.

(D) Public facilities and utilities are capable of adequately serving the proposed use.

- Building Inspections by the Building Inspections Division (i.e. Building Official) have not been conducted, but will be required for the issuance of the Occupational Tax Certificate.

(E) The proposed use will not have significant adverse effect on the level of property values or the general character of the area.

- An appraisal has not been done on the property, therefore it is uncertain if this use would cause a decrease in property value over time. The extent of change in the use is that the persons living there will be unrelated.

(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.

- There are no listed changes to be made to the site or building, but a plat of the property has been submitted and included in this report.

(G) Approval of a proposed use by the Mayor and City Council does not constitute [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.

- Any significant future phases or changes to this proposal must first be reviewed and approved by Staff.

Article XVIII, Section 1802 of the *Statesboro Zoning Ordinance* further outlines the qualifications needed to grant a special exception/conditional use variance 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 along this corridor remains consistent with the *Statesboro Comprehensive Plan* and the *Statesboro Zoning Ordinance* and that serve to mitigate negative effects of the use to the surrounding area's character, uses, and zones.

- The proposed use is consistent with the subject site's character area ("Residential Redevelopment") as stated in the *2019 – 2029 Comprehensive Master Plan*. The proposed use should not cause negative effects of the use to the surrounding area's character, uses and zones.

SUBJECT SITE



WESTERN PROPERTY



EASTERN PROPERTY



SOUTHERN PROPERTY



STAFF/PLANNING COMMISSION RECOMMENDATION

Staff recommends **Approval of CUV 23-02-06**. If this petition is approved by the Mayor and City Council, it should be subject to the applicant's agreement to the following enumerated condition(s):

- (1) Approval of the conditional use variance does not grant the right to conduct renovations to the facility. All renovations must be completed through the building permit application process.
- (2) This conditional use does not grant the rights associated with a higher density residential district. Upon expiration of the recovery home permit, the provisions for unrelated persons must be followed.

At the regularly scheduled meeting of the Planning Commission on March 7, 2023, the Commission recommended approval of application CUV 23-02-06 and staff conditions with a 5-0 vote.

CITY OF STATESBORO

COUNCIL

Phillip A. Boyum, District 1
Paulette Chavers, District 2
Venus Mack, District 3
John Riggs, District 4
Shari Barr, District 5



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

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

To: City Manager Charles Penny & City Clerk Leah Harden

From: Tax Department

Date: 3/13/2023

RE: Blue Mile Catering

Policy Issue: Mayor and Council shall approve application in accordance with City of Statesboro Alcohol Ordinance Chapter 6-13 (a):

No new alcoholic beverage license to sell, dispense, pour or offer to sell, dispense or pour any distilled spirits, alcoholic beverages, wine, beer or malt beverages within the corporate limits of the City of Statesboro shall be issued to a new owner or new location until the application has been approved by the mayor and city council after a public hearing.

Recommendation: Planning & Development, Fire Department, Police Department, and Legal recommended approval

Budget Impact: None

Council Person & District: Venus Mack, District 3

Attachments: Application & Department Approvals

Application for License to Sell Alcoholic Beverages
City of Statesboro, Georgia

Please be advised that knowingly providing false or misleading information on this document is a felony pursuant to O.C.G.A. § 16-10-20 which states:

A person who knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact; makes a false, fictitious, or fraudulent statement or representation; or makes or uses any false writing or document, knowing the same to contain any false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of state government or of the government of any county, city, or other political subdivision of this state shall, upon conviction thereof, be punished by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both.

The undersigned applicant hereby applies to the City of Statesboro, Georgia for a license to sell alcoholic beverages within the corporate limits of the City of Statesboro. **A non-refundable \$200 application fee must be tendered with the application.** (cash, credit card, certified check, or money order made payable to City of Statesboro)

Date application was received by tax/license office: _____



1. Business Trade Name: Blue Mile catering
D/B/A Name

2. Applicant's Name: Kaleo Lyles / Blue Mile catering, LLC
Name of partnership, llc, corporation, or individual

3. Business Physical Address: 454 S Main St.
Statesboro, GA 30458

4. Business mailing address: 470 S Main St.
Statesboro, GA 30458

5. Local business phone number: (912) 431-9055

Corporate office phone number: _____

6. Name of Manager: Kaleo Lyles
Person responsible for alcohol licensing issues

7. Phone number for manager: [REDACTED]

8. Email address for manager: [REDACTED]@yahoo.com

9. Address of manager: 112 Greenbriar Trail Statesboro, GA 30458

10. Purpose of application is:

New Business New Owner

Previous owner's name: n/a

If the business name has changed, list previous name: n/a

If the business address has changed, list the previous address: n/a

11. Indicate where the business will be located:

- Above ground
- Street or ground floor level

Section 6-10(D) Any person within the City of Statesboro who works as a bouncer, either as an employee, agent, or subcontractor whose responsibilities in an establishment that is licensed to sell alcoholic beverages for on-premises consumption shall have their alcoholic beverage security permit on their person at all times while acting as an employee, agent or subcontractor of the licenses. An alcoholic beverage security permit shall be readily available for inspection upon the request of any Statesboro Police Department Officer, City Code Enforcement Officer, or the City Manager/his designee.

12. Type of Business: Individual Corporation Partnership LLC

Complete **EITHER** numbers 13, 14, and 15 **OR** 16, 17, and 18 in the section below:

13. If applicant is an individual: Attach a copy of the trade name affidavit.

Full Legal Name: Kaleo Lyles Phone #: 

Home Address: 112 Greenbriar Trail
Statesboro, GA 30458

Have you completed the financial affidavit attached to this application? yes

14. If applicant is a partnership, LLC, or LLP: Attach trade name affidavit. If an LLC or LLP, attach a copy of certificate of LLC or LLP as filed with the Clerk of Superior Court and trade name affidavit, a copy of your operating agreement and/or partnership agreement, as well as other documents listed below that establish ownership rights of members or partners.

Name & address of partnership, LLC, or LLP: Blue Mile Catering, LLC
454 S Main St. Statesboro, GA 30458

Do you have an operating or partnership agreement for the LLC, LLC, or partnership? yes

If not, what documents establish the ownership rights of the members/partners? _____

15. Members of LLC and/or partners:

Full Legal Name: Clyde A1 Chapman Phone #: [REDACTED]

Home Address: 2550 country club Rd.
Statesboro, GA 30458

Full Legal Name: Kaleo Lyles Phone #: [REDACTED]

Home Address: 112 Greenbriar Trail
Statesboro, GA 30458

Full Legal Name: Nicholas Tyler Karettis Phone #: [REDACTED]

Home Address: 112 Greenbriar Trail
Statesboro, GA 30458

Has each member/partner completed a financial affidavit to attach to this application? yes
(Attach additional pages if necessary)

Corporation/Stockholders: All corporate applicants who are corporations shall list the names and addresses of all stockholders and the percentage of stock owned by each. If a named stockholder therein is another corporation, the same information shall be given for the Stockholding Corporation. If, during the life of the license, the identity of the stockholders or their percentage of ownership should change, that information shall be sent to the Finance Department.

16. If applicant is a corporation: Attach a copy of the articles of incorporation, trade name affidavit, current annual corporation registration with the Georgia Secretary of State, as well as the bylaws, the shareholders agreement, and other documents listed below that identify ownership rights.

Name of Corporation: _____

Home Office address: _____

Mailing address (if different): _____

Date & Place of incorporation: _____

Do you have a shareholders agreement?: _____

If not, what documents establish the ownership rights of the shareholders? _____

17. Officers:

Full Legal Name: _____ Phone #: _____

Home address: _____

Percentage of stock owned: _____ Office held: _____

Full Legal Name: _____ Phone #: _____

Home address: _____

Percentage of stock owned: _____ Office held: _____

Full Legal Name: _____ Phone #: _____

Home address: _____

Percentage of stock owned: _____ Office held: _____

****Attach additional pages if necessary****

18. Stockholders: (if different than officer names)

Full Legal Name: _____ Phone #: _____

Home address: _____

Percentage of stock owned: _____ Office held: _____

Full Legal Name: _____ Phone #: _____

Home address: _____

Full Legal Name: _____ Phone #: _____

Home address: _____

Attach additional pages if necessary

Has each shareholder completed the financial affidavit attached to this application? _____

19. If there is any individual or officer who has resided at his/her current address LESS THAN 5 years, complete the information below:

Name: _____ Phone #: _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

Name: _____ Phone #: _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

Name: _____ Phone #: _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

20. Name & address of owner of the property (land & building) where the business will be located:

Edward curl
17684 Hwy 301 N. Statesboro, GA 30461

21. Is the commercial space where the business is to be located rented or leased? yes

If yes, state name and address of lessor or landlord, and provide a copy of the lease with this application:

see #20

22. Does any person or firm have any interest in the proposed business as a silent, undisclosed partner or joint venture; or has anyone agreed to split the profits/receipts from the proposed business with any persons, firm, company, corporation, or other entity? no

If yes, provide name of person/firm, address, and amount of percentage of profits or receipts to be split:

23. Is there anyone connected with this business that is not a legal resident of the United States and at least 21 years of age? no

If yes, give full details on a separate sheet of paper.

If anyone connected with this business is not a US Citizen, can they legally be employed in the United States? no

If yes, please explain on a separate sheet of paper and submit copies of eligibility.

24. Is there anyone connected with this business that has applied for a beer, wine, and/or liquor license from the City of Statesboro or other city/county in the State of Georgia, or other political subdivision and been denied such? no

If yes, please provide details on a separate sheet of paper.

25. Is there anyone connected with this business who holds another alcohol license in any retail category or any license under any wholesale category? yes

If yes, please provide details on a separate sheet of paper.

26. Is there anyone connected with this business that has been convicted within 15 years immediately prior to the filing of this application with any felony or for whom outstanding indictments, accusations, or criminal charges exist charging such individual with any of such offenses and for which no final disposition has occurred? no

If yes, please provide details on a separate sheet of paper.

27. Is there anyone connected with this business that has been convicted within 5 years immediately prior to the filing of this application of the violation of any state, federal, or local ordinance pertaining to the manufacture, possession, transportation or sale of malt beverages, wine, or intoxicating liquors, or the taxability there of a crime involving moral turpitude or of a crime involving soliciting for prostitution, pandering, gambling, letting premises for prostitution, keeping a disorderly place, the traffic offense of hit and run or leaving the scene of an accident or any misdemeanor serious traffic offense? NO

If yes, please provide details on a separate sheet of paper.

28. Is there anyone connected with this business that has been convicted for selling alcohol to an under-age person within the last 3 year period? NO

If yes, please provide details on a separate sheet of paper.

29. Is there anyone connected with this business that is an official or public employee of the City of Statesboro, any State or Federal agency, or whose duties include the regulation or policing of alcoholic beverages or licenses, or any tax collecting activity? NO

If yes, please provide details on a separate sheet of paper.

30. Have you or the applicant had any vehicles, trailers, or property belonging to you or the company in which you or any of such persons have or had an interest in ever been seized, condemned or forfeited as contraband by the State of Georgia or the United States for the reason the same was being used or intended for the use in criminal activities? NO

If yes, please provide details on a separate sheet of paper.

31. Will live nude performances or adult entertainment be a part of this business operation? NO

If yes, the City of Statesboro Ordinance 6-164 prohibits alcohol in an establishment having adult entertainment.

I, Kateo Lyles, solemnly swear, subject to the penalties O.C.G.A. sec 16-10-20 as provided above which I have read and understood, that all information required in this application for license to sell alcoholic beverages and supporting documents is true and correct to the best of my knowledge and I fully understand that any false information will cause the denial or revocation of any alcohol license issued by the City of Statesboro license. I also fully understand that knowingly providing false information under oath in this affidavit will subject me to criminal prosecution and possible imprisonment.

Kateo Lyles
Print full name as signed below

[Handwritten signature of Kateo Lyles]

Owner

3/3/2023

Signature of applicant

Title

Date

Sworn and subscribed before me this

Marissa Mobley

Notary Public



March, 20 23

8/23/26

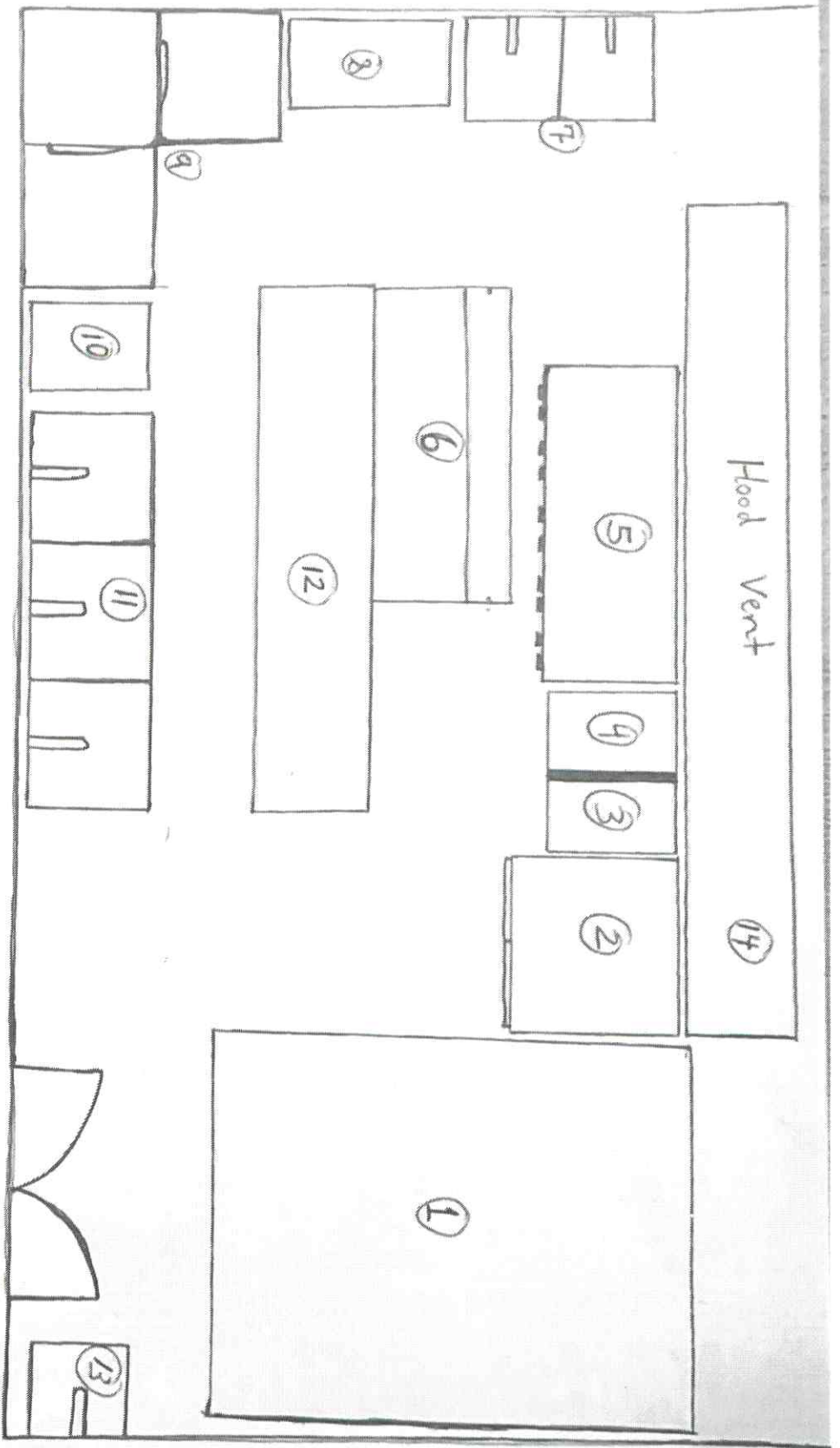
commission expires

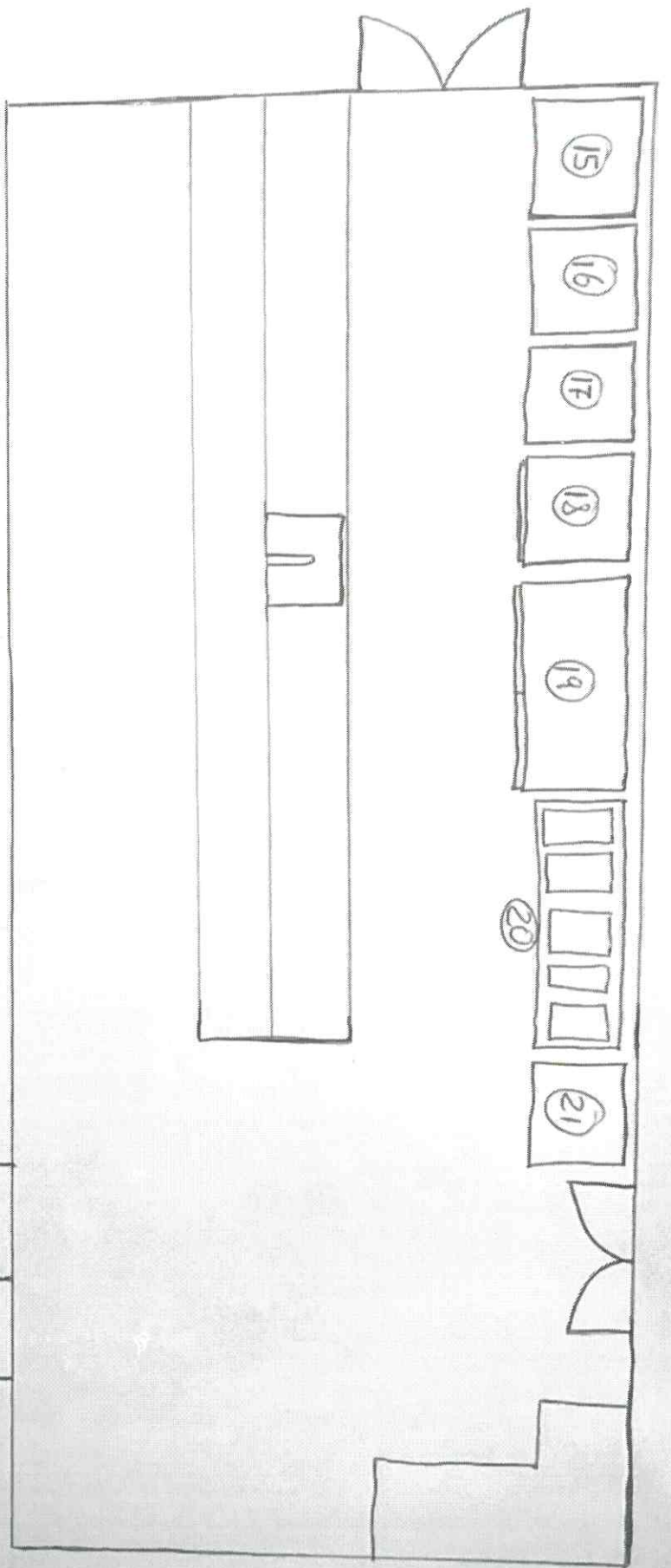
Calculation of Basic License Fee

For Calendar Year: 2023

Classification:	Mark all that apply	License Fee
1. A. Package Sales (Beer & Wine)	_____	\$1750
B. Package Sales (Distilled Spirits)	_____	\$5000
Location Reservation	_____	N/A
2. On Premise License Types		
A. Bar	_____	\$4300
B. Bar with Kitchen	_____	\$4300
C. Event Venue	_____	\$2500
D. Low Volume	<u>X</u> _____	\$750
E. Pub	_____	\$5600
F. Restaurant	_____	\$2800
3. Caterer	<u>X</u> _____	\$200
4. Brewer, manufacturer of malt beverages only	_____	\$1750
5. Broker	_____	\$1750
6. Importer	_____	\$1750
7. Manufacturer of Wine only	_____	\$1750
8. Sunday Sales Permit	<u>X</u> _____	\$300
9. In Room Service Permit	_____	\$150

Total Due: \$ 1,250







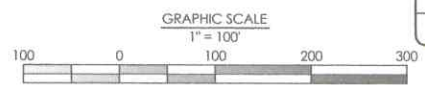
MAXWELL-REDDICK AND ASSOCIATES
 ENGINEERING & SURVEYING
 40 JOE KENNEDY BLVD.
 STATESBORO, GA 30458
 912) 489-7112 OFFICE
 912) 489-7125 FAX
 100 NORTHWINDS # 500
 300 NORTHWINDS PKWY
 SUITE 360
 LPHARETTA, GA 30009
 (904) 693-1618 OFFICE

CURRENT OWNER:
 EDWARD W. CURL JR.
 STREET ADDRESS:
 454 SOUTH MAIN STREET
 STATESBORO, GA
 TAX ID# : S21 000044 000
 ZONING FROM BULLOCH COUNTY GIS MAP = HOC

CERTIFICATE OF AUTHORIZATION # LSF000953
GENERAL NOTES:
 1) DISTANCES WERE OBTAINED FIELD SURVEY PERFORMED BY MAXWELL-REDDICK.
 2) PROPERTY LINES AND PROPERTY OWNERS SHOWN WERE TAKEN FROM THE BULLOCH COUNTY TAX ASSESSORS SITE.
 3) AS OF MARCH 28, 2022, THERE ARE NO PACKAGE STORES WITHIN 1,000 FEET OF THIS SITE.

- 1 KAMILA S. KHAN ETAL
- 2 ZESHAN QUAMAR & KHURAM SHAHBAZ
- 3 NATHANIEL N. ROBBINS
- 4 WAFFLE HOUSE INC.
- 5 ORANGEAPPLEPEACH LLC
- 6 ALC - RLC FAMILY LP
- 7 CHARRON PROPERTIES LLC
- 8 CTC STATESBORO GA FEE 6861 LLC
- 9 DS REAL ESTATE INVESTMENTS LLC
- 10 CTC STATESBORO GA FEE 6861 LLC
- 11 CHAPMAN RENTALS LLC
- 12 CHAPMAN RENTALS LLC
- 13 LU SHENG
- 14 CHAPMAN RENTALS LLC
- 15 CHAPMAN RENTALS LLC
- 16 CHAPMAN RENTALS LLC & GNATS LANDING OF STATESBORO LLC
- 17 CHAPMAN RENTALS LLC & GNATS LANDING OF STATESBORO LLC
- 18 PERVEZ CHAUDHRY
- 19 PERVEZ CHAUDHRY
- 20 CHARLES B. STRICKLAND
- 21 MH BRYANT REVOCABLE FAMILY TRUST
- 22 PAUL TOM SF

REVISED 03-28-2022 TO SHOW THE 600' (200 YARD) RADIUS AROUND THE PROPOSED SITE.



DRAWN BY: JAD
 FIELD WORK: 03-16-2022
 DATE: MARCH 16, 2022
 JOB NO.: 2022-082
 SCALE: 1" = 100'

ALCOHOL PROXIMITY DRAWING
 PREPARED FOR
 BUTTS - n - BREWS BBQ
 TIMOTHY A. HUNT
 454 SOUTH MAIN STREET
 CITY OF STATESBORO
 1209TH G.M.D., BULLOCH COUNTY, GA

Number	Description	Dimension
1	Walk-in Refrigerator & Freezer (Southeast Coolers)	95' x 117'
2	Convection Oven (Garland)	38' x 38'
3	Fryer (Pitco)	16' x 30'
4	Fryer (Sapidus)	16' x 30'
5	Flattop Grill (Garland)	31' x 72'
6	Sandwich Prep Table (Beverage-air)	36' x 72'
7	2 Compartment sink	22' x 41'
8	Wire Rack	18' x 36'
9	Dish Pit (Pure Force)	65' x 65' x 30'
10	Wire Rack	18' x 24'
11	3 Compartment sink	28' x 78'
12	Prep Table	24' x 96'
13	Hand wash sink	18' x 18'
14	Hood Vent (Commercial Aire)	55' x 180'
15	CVap Heated Holding Cabinet (Winston)	28' x 35'
16	CVap Heated Holding Cabinet (Winston)	28' x 35'
17	CVap Heated Holding Cabinet (Winston)	28' x 35'
18	Horizon Single Door Refrigerator (Beverage-air)	35' x 34'
19	Two Full Door Refrigerator (Ascend)	68' x 34'
20	Electric Steam Table (Avantco)	32' x 75'
21	Ice Machine (Manitowoc)	29' x 27'
22		
23		
24		
25		
26		
27		
28		

Blue Mile Catering
454 S Main St
Statesboro, Ga 30458

Please enter your recommendations and comments with your full name.

Alcohol License Review

Department	Full Name	Recommendation	Comments
Planning & Development	Jermaine Foster	Approved	Applicant meets all requirements 03/13/223
Fire Department	Andrew Cheney	Approved	02/23/23
Police Department	Jared Akins	Approved	
Legal	Cain Smith	Approve	

CITY OF STATESBORO

COUNCIL

Phillip A. Boyum, District 1
Paulette Chavers, District 2
Venus Mack, District 3
John Riggs, District 4
Shari Barr, District 5



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

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

To: City Manager Charles Penny & City Clerk Leah Harden

From: Tax Department

Date: 3/13/2023

RE: Sparker

Policy Issue: Mayor and Council shall approve application in accordance with City of Statesboro Alcohol Ordinance Chapter 6-13 (a):

No new alcoholic beverage license to sell, dispense, pour or offer to sell, dispense or pour any distilled spirits, alcoholic beverages, wine, beer or malt beverages within the corporate limits of the City of Statesboro shall be issued to a new owner or new location until the application has been approved by the mayor and city council after a public hearing.

Recommendation: Planning & Development, Fire Department, Police Department, and Legal recommended approval

Budget Impact: None

Council Person & District: Paulette Chavers, District 2

Attachments: Application & Department Approvals

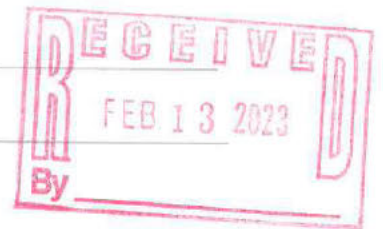
Application for License to Sell Alcoholic Beverages
City of Statesboro, Georgia

Please be advised that knowingly providing false or misleading information on this document is a felony pursuant to O.C.G.A. § 16-10-20 which states:

A person who knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact; makes a false, fictitious, or fraudulent statement or representation; or makes or uses any false writing or document, knowing the same to contain any false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of state government or of the government of any county, city, or other political subdivision of this state shall, upon conviction thereof, be punished by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both.

The undersigned applicant hereby applies to the City of Statesboro, Georgia for a license to sell alcoholic beverages within the corporate limits of the City of Statesboro. A non-refundable \$200 application fee must be tendered with the application. (cash, credit card, certified check, or money order made payable to City of Statesboro)

Date application was received by tax/license office: _____



1. Business Trade Name: Sparker _____
D/B/A Name

2. Applicant's Name: Gokul 2023 Inc _____
Name of partnership, llc, corporation, or individual

3. Business Physical Address: 3348 Northside Dr. W _____
Statesboro, GA 30458 _____

4. Business mailing address: 531 Belmont Ave _____
Statesboro, GA 30458 _____

5. Local business phone number: N/A _____

Corporate office phone number: 229-548-1027 _____

6. Name of Manager: Ammutbhai Patel _____
Person responsible for alcohol licensing issues

7. Phone number for manager: _____

8. Email address for manager: _____@gmail.com

9. Address of manager: 531 Belmont Ave, Statesboro, GA 30458

10. Purpose of application is:

New Business _____ New Owner

17. Officers:

Full Legal Name: Amrutbhai Patel Phone #: [REDACTED]

Home address: 537 Belmont Ave
Statesboro, GA 30458

Percentage of stock owned: 60% Office held: President

Full Legal Name: Sanjay Kumar Patel Phone #: _____

Home address: 537 Belmont Ave
Statesboro, GA 30458

Percentage of stock owned: 20% Office held: VP

Full Legal Name: Rajesh Kumar Patel Phone #: _____

Home address: 1005 Chase Ct
Statesboro, GA 30461

Percentage of stock owned: 20% Office held: _____

Attach additional pages if necessary

18. Stockholders: (if different than officer names)

Full Legal Name: _____ Phone #: _____

Home address: _____

Percentage of stock owned: _____ Office held: _____

Full Legal Name: _____ Phone #: _____

Home address: _____

Full Legal Name: _____ Phone #: _____

Home address: _____

****Attach additional pages if necessary****

Has each shareholder completed the financial affidavit attached to this application? _____

19. If there is any individual or officer who has resided at his/her current address LESS THAN 5 years, complete the information below:

Name: _____ **Phone #:** _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

Name: _____ **Phone #:** _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

Name: _____ **Phone #:** _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

Previous address: _____

Dates lived there: _____

20. Name & address of owner of the property (land & building) where the business will be located:

Jhoganima Inc

21. Is the commercial space where the business is to be located rented or leased? leased

If yes, state name and address of lessor or landlord, and provide a copy of the lease with this application:

Jhognima Inc

22. Does any person or firm have any interest in the proposed business as a silent, undisclosed partner or joint venture; or has anyone agreed to split the profits/receipts from the proposed business with any persons, firm, company, corporation, or other entity? NO

If yes, provide name of person/firm, address, and amount of percentage of profits or receipts to be split:

23. Is there anyone connected with this business that is not a legal resident of the United States and at least 21 years of age? NO

If yes, give full details on a separate sheet of paper.

If anyone connected with this business is not a US Citizen, can they legally be employed in the United States?

If yes, please explain on a separate sheet of paper and submit copies of eligibility.

24. Is there anyone connected with this business that has applied for a beer, wine, and/or liquor license from the City of Statesboro or other city/county in the State of Georgia, or other political subdivision and been denied such? NO

If yes, please provide details on a separate sheet of paper.

25. Is there anyone connected with this business who holds another alcohol license in any retail category or any license under any wholesale category? NO

If yes, please provide details on a separate sheet of paper.

26. Is there anyone connected with this business that has been convicted within 15 years immediately prior to the filing of this application with any felony or for whom outstanding indictments, accusations, or criminal charges exist charging such individual with any of such offenses and for which no final disposition has occurred? NO

If yes, please provide details on a separate sheet of paper.

27. Is there anyone connected with this business that has been convicted within 5 years immediately prior to the filing of this application of the violation of any state, federal, or local ordinance pertaining to the manufacture, possession, transportation or sale of malt beverages, wine, or intoxicating liquors, or the taxability there of a crime involving moral turpitude or of a crime involving soliciting for prostitution, pandering, gambling, letting premises for prostitution, keeping a disorderly place, the traffic offense of hit and run or leaving the scene of an accident or any misdemeanor serious traffic offense? NO
If yes, please provide details on a separate sheet of paper.
28. Is there anyone connected with this business that has been convicted for selling alcohol to an under-age person within the last 3 year period? NO
If yes, please provide details on a separate sheet of paper.
29. Is there anyone connected with this business that is an official or public employee of the City of Statesboro, any State or Federal agency, or whose duties include the regulation or policing of alcoholic beverages or licenses, or any tax collecting activity? NO
If yes, please provide details on a separate sheet of paper.
30. Have you or the applicant had any vehicles, trailers, or property belonging to you or the company in which you or any of such persons have or had an interest in ever been seized, condemned or forfeited as contraband by the State of Georgia or the United States for the reason the same was being used or intended for the use in criminal activities? NO
If yes, please provide details on a separate sheet of paper.
31. Will live nude performances or adult entertainment be a part of this business operation? NO
If yes, the City of Statesboro Ordinance 6-164 prohibits alcohol in an establishment having adult entertainment.

I, Amrutbhai Patel, solemnly swear, subject to the penalties O.C.G.A. sec 16-10-20 as provided above which I have read and understood, that all information required in this application for license to sell alcoholic beverages and supporting documents is true and correct to the best of my knowledge and I fully understand that any false information will cause the denial or revocation of any alcohol license issued by the City of Statesboro license. I also fully understand that knowingly providing false information under oath in this affidavit will subject me to criminal prosecution and possible imprisonment.

Amrutbhai Patel

Print full name as signed below

AP Patel
Signature of applicant

President
Title

1-23-23
Date

Sworn and subscribed before me this 23rd day of January, 20 23.


Notary Public

Nov. 28, 2026
My commission expires



Previous owner's name: _____

If the business name has changed, list previous name: _____

If the business address has changed, list the previous address: _____

11. Indicate where the business will be located:

Above ground

Street or ground floor level

Section 6-10(D) Any person within the City of Statesboro who works as a bouncer, either as an employee, agent, or subcontractor whose responsibilities in an establishment that is licensed to sell alcoholic beverages for on-premises consumption shall have their alcoholic beverage security permit on their person at all times while acting as an employee, agent or subcontractor of the licenses. An alcoholic beverage security permit shall be readily available for inspection upon the request of any Statesboro Police Department Officer, City Code Enforcement Officer, or the City Manager/his designee.

12. Type of Business: _____ Individual Corporation _____ Partnership _____ LLC

Complete **EITHER** numbers 13, 14, and 15 **OR** 16, 17, and 18 in the section below:

13. If applicant is an individual: Attach a copy of the trade name affidavit.

Full Legal Name: _____ Phone #: _____

Home Address: _____

Have you completed the financial affidavit attached to this application? _____

14. If applicant is a partnership, LLC, or LLP: Attach trade name affidavit. If an LLC or LLP, attach a copy of certificate of LLC or LLP as filed with the Clerk of Superior Court and trade name affidavit, a copy of your operating agreement and/or partnership agreement, as well as other documents listed below that establish ownership rights of members or partners.

Name & address of partnership, LLC, or LLP: _____

Do you have an operating or partnership agreement for the LLC, LLC, or partnership? _____

If not, what documents establish the ownership rights of the members/partners? _____

15. Members of LLC and/or partners:

Full Legal Name: _____ Phone #: _____

Home Address: _____

Full Legal Name: _____ Phone #: _____

Home Address: _____

Full Legal Name: _____ Phone #: _____

Home Address: _____

Has each member/partner completed a financial affidavit to attach to this application? _____
(Attach additional pages if necessary)

Corporation/Stockholders: All corporate applicants who are corporations shall list the names and addresses of all stockholders and the percentage of stock owned by each. If a named stockholder therein is another corporation, the same information shall be given for the Stockholding Corporation. If, during the life of the license, the identity of the stockholders or their percentage of ownership should change, that information shall be sent to the Finance Department.

16. If applicant is a corporation: Attach a copy of the articles of incorporation, trade name affidavit, current annual corporation registration with the Georgia Secretary of State, as well as the bylaws, the shareholders agreement, and other documents listed below that identify ownership rights.

Name of Corporation: GDKUL 2023 INC

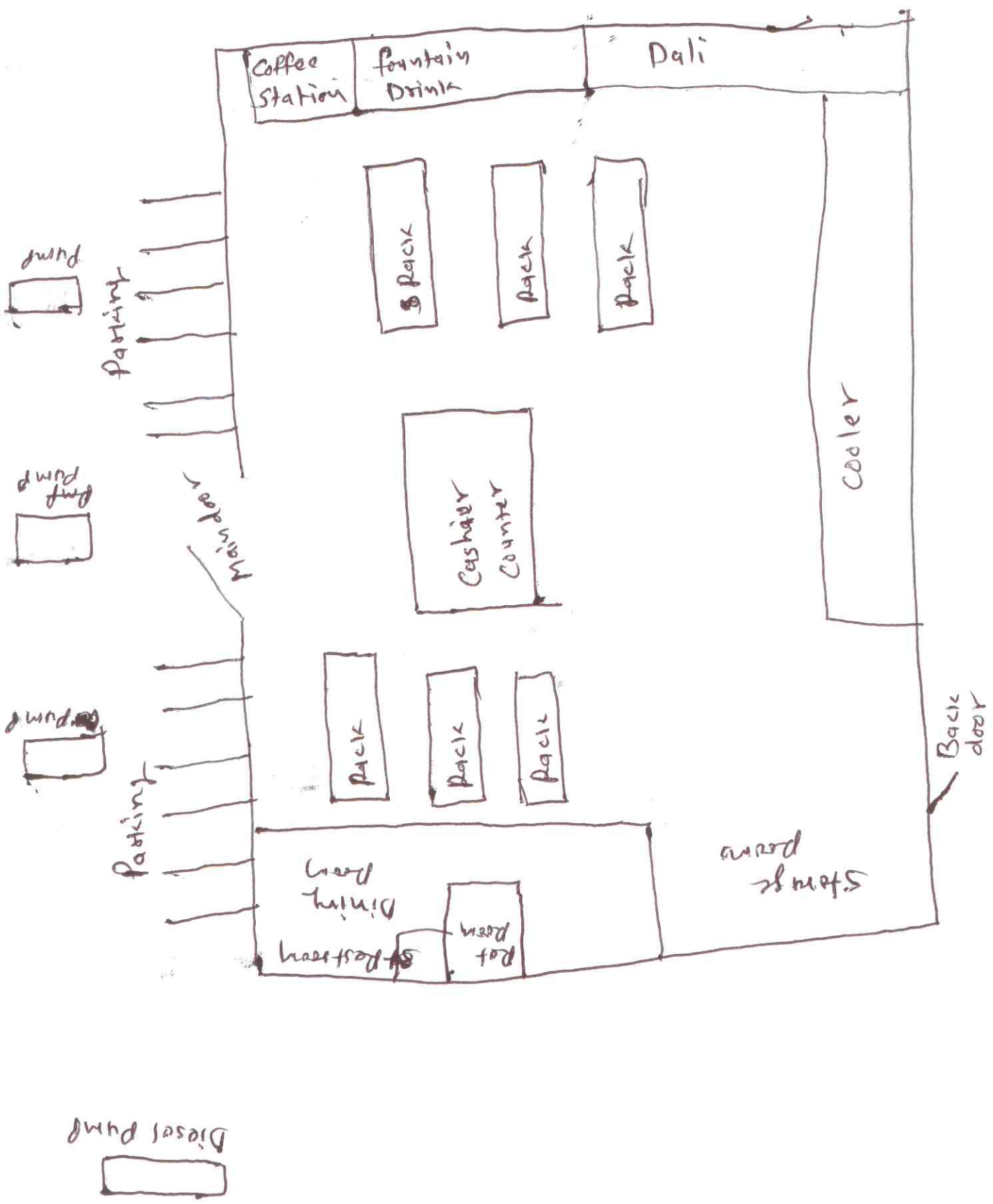
Home Office address: 537 Belmont Ave
Statesboro, GA 30458

Mailing address (if different): _____

Date & Place of incorporation: 1/10/2023

Do you have a shareholders agreement?: NO

If not, what documents establish the ownership rights of the shareholders? Articles of Incorporation



Calculation of Basic License Fee

For Calendar Year: _____

Classification:	Mark all that apply	License Fee
1. A. Package Sales (Beer & Wine)	<input checked="" type="checkbox"/>	\$1750
B. Package Sales (Distilled Spirits)	<input type="checkbox"/>	\$5000
Location Reservation	<input type="checkbox"/>	N/A
2. On Premise License Types		
A. Bar	<input type="checkbox"/>	\$4300
B. Bar with Kitchen	<input type="checkbox"/>	\$4300
C. Event Venue	<input type="checkbox"/>	\$2500
D. Low Volume	<input type="checkbox"/>	\$750
E. Pub	<input type="checkbox"/>	\$5600
F. Restaurant	<input type="checkbox"/>	\$2800
3. Caterer	<input type="checkbox"/>	\$200
4. Brewer, manufacturer of malt beverages only	<input type="checkbox"/>	\$1750
5. Broker	<input type="checkbox"/>	\$1750
6. Importer	<input type="checkbox"/>	\$1750
7. Manufacturer of Wine only	<input type="checkbox"/>	\$1750
8. Sunday Sales Permit	<input checked="" type="checkbox"/>	\$300
9. In Room Service Permit	<input type="checkbox"/>	\$150

Total Due: \$ 2050

Sparker
3348 Northside Dr W
Statesboro, Ga 30458

Please enter your recommendations and comments with your full name.

Alcohol License Review

Department	Full Name	Recommendation	Comments
Planning & Development	Jermaine Foster	Approved	This location meets all state and city requirements. 02/14/2023
Fire Department	Justin Taylor	Approve	3/13/2023
Police Department	Jared Akins	Approved	
Legal	Cain Smith	Approve	



Timothy E. Grams
Fire Chief

Statesboro Fire Department

*Proudly serving the City of Statesboro and
surrounding communities since 1905!*



Jonathan M. McCollar
Mayor

City Council Agenda Memorandum

To: Charles Penny, City Manager

From: Timothy E. Grams, Fire Chief

Date: 3-9-2023

RE: Submission of Application for the Fire Prevention and Safety Grant (FP&S)

Policy Issue: NA

Recommendation: Allow the Statesboro Fire Department to submit an application for FP&S Grant funding for projects outlined below.

Background: In the fall of each year the Federal Government invites fire departments from around the country to submit an application to the Fire Prevention and Safety (FP&S) Grant. The primary goal of the FP&S Grant is to support the projects of local fire departments that enhance the safety of the public and firefighters from fire and related hazards through the awarding of monetary funds to ascertain equipment, training and other resources related to Fire Safety and Prevention. The FP&S Grant is a competitive process and it is the Fire Department's desire to submit an application for the following project in this grant period.

1) Arson Investigation Equipment - \$16,000.00

- The Statesboro Fire Department intends to utilize grant funding to provide a trailer and all the tools and resources required by Statesboro Fire Department staff to conduct cause and origin investigations. The Statesboro Fire Department conducts a cause and origin determination of all structure fires. The goal of this project is to ensure that fire department fire investigators can effectively and properly perform cause and origin determinations, as well as assist local state and federal agencies with Fire Investigations when applicable.

2) Smoke Alarms - \$5,000.00

- The Statesboro Fire Department intends to utilize grant funding to purchase 500 smoke alarms that will be utilized in their on-going smoke alarm installation program. These alarms will be installed in citizen's homes as they are requested at no cost.

Budget Impact: The relevant stipulations of this grant would be a 10% cost share to be paid by the City. This would equate to \$2,100.00 if the Fire Department were awarded the total amount of funding requested. Fire Department Staff believe that this cost can be absorbed by the Fire Department's annual budget which would require no additional allocation of funds.

Council Person and District: All

Attachments: Resolution Requesting Approval to Apply for the 2022 Fire Prevention and Safety (FP&S) Grant.

Resolution 2023-16: A RESOLUTION REQUESTING APPROVAL TO APPLY FOR ASSISTANCE TO FIREFIGHTERS - FIRE PREVENTION AND SAFETY GRANT FOR THE CITY OF STATESBORO, GEORGIA

THAT WHEREAS, the Federal Emergency Management Agency announced the availability of Fire Safety and Prevention Grant, which may be utilized to aid fire departments with needs associated with fire safety and prevention within their communities; and

WHEREAS, the Federal Emergency Management Agency could award the City of Statesboro up to \$21,000.00 with a ten percent (10%) cost share requirement.

WHEREAS, this grant allows the expenditures of the grant funds over a twelve (12) month period and is reimbursed to the funded agency.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Statesboro, Georgia in regular session assembled this 21st day of March, 2023 hereby authorizes the application for the 2022 Fire Prevention and Safety Grant.

BE IT FURTHER RESOLVED that the funding will be through the City of Statesboro Fire Department budget for expenditures from this grant.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute all documents related to the application of said grant.

Adopted this 21st day of March, 2023.

CITY OF STATESBORO, GEORGIA

By: Jonathan M. McCollar, Mayor

Attest: Leah Harden, City Clerk

CITY OF STATESBORO

COUNCIL

Phillip A. Boyum, District 1
Paulette Chavers, District 2
Venus Mack, District 3
John Riggs, District 4
Shari Barr, District 5



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

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

To: Charles Penny, City Manager

From: Demetrius C. Bynes, Director of Human Resources

Date: March 15, 2023

RE: Reclassification Request – Administrative Captain-FD

Background: Chief Tim Grams requested authorization to reclassify a vacant Fire Apparatus Operator (FAO) position to an Administrative Captain-FD. The Administrative Captain-FD position will complete special projects while providing management support in the areas of training, prevention, operations, and administration.

Recommendation: The recommendation is to reclassify the vacant position as follows:

Current Classification Title – Fire Apparatus Operator
Pay Grade – 16
Minimum / Midpoint – \$42,508.02 / \$53,135.03

Recommended Classification Title – Administrative Captain-FD
Pay Grade – 20
Minimum / Midpoint – \$51,791.90 / \$64,739.87

Please contact me if you have any questions or concerns. Thank you.



Timothy E. Grams
Fire Chief

Statesboro Fire Department

*Proudly serving the City of Statesboro and
surrounding communities since 1905!*



Jonathan M. McCollar
Mayor

Inter-Office Memorandum

To: Charles Penny, City Manager

From: Timothy E. Grams, Fire Chief

Date: January 26th, 2023

RE: Reclassification of Fire Apparatus Operator (FAO) position to Administrative Captain

Mr. Penny,

I am recommending and requesting to reclassify the current vacant Fire Apparatus Operator-Floater position to an Administrative Captain. After performing a comprehensive review of our current needs as well as the projects and responsibilities of my entire staff, we found that the Fire Department is in need of a mid-level manager in Administration to assist the various Divisions with projects and tasks. The role of this member will be to provide support to the areas that are in the most need and work as a utility member that has a vast amount of experience in different facets of the Fire Department. I believe that the versatility and flexibility this position will provide to the Fire Department will aid in the overall effectiveness and efficiency of our operations. Listed below are some of the duties that this position will be tasked with.

Training

- Currently we absorb a substantial amount of overtime due to the need for 2 or more Instructors when conducting Recruit Schools. The Administrative Captain will assist the Training Division with Recruit Schools thereby reducing the overall cost.
- Live Fire and Daily Training will also benefit due to the same issues already mentioned above.

Prevention

- The Administrative Captain will be responsible for assisting the Prevention Division during peak inspection times, such as during annual alcohol inspections. This will reduce the challenges currently faced due to the current number of Inspectors within the Prevention Division.
- Fire Safety and Community Outreach programs thereby allowing the Department to be more accommodating when these services are requested.
- Will serve as an additional Cause & Origin Investigator.



Timothy E. Grams
Fire Chief

Statesboro Fire Department

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surrounding communities since 1905!*



Jonathan M. McCollar
Mayor

Operations

- During staffing shortages, the Administrative Captain will fill in when needed to reduce the need for overtime.
- During Emergencies, they will assist with operations thereby increasing the number of available fire department personnel, especially during daytime hours.

Administration

- Assist with development of Departmental Policies and Procedures.
- Assist and/or manage various projects. Examples include:
 - o ISO Evaluations.
 - o Hiring and promotional processes.
 - o Submission of information and data to various State and Federal agencies.

While this request will impact the Fire Department's budget, I am confident that this reclassification is necessary and will increase our abilities to meet the needs of our community.

Attached is the budget impact information provided to Finance and Human Resources. While difficult to determine the exact cost due to being a reclassification of an existing position, I anticipate the budgetary impact to be between \$5,000.00 and \$7,000.00 annually.

Please let me know if you have any questions or concerns.

Respectfully,

Timothy E. Grams

Fire Chief

Statesboro Fire Department



Timothy E. Grams
Fire Chief

Statesboro Fire Department

*Proudly serving the City of Statesboro and
surrounding communities since 1905!*



Jonathan M. McCollar
Mayor

New Position Request Form

Department:	FIRE				
Position Title:	Administrative Captain				
	Reclassification of FAO to Captain				
Position		Pay		# Hours/	
Classification:	Exempt	Grade:	20	Week:	40
New Hourly		Annual Salary:			
Rate:					

Please provide detailed explanation on why this position is needed.

This request is to take an existing Fire Apparatus Operator position and reclassify it to an Administrative Captain Position. The Fire Department is in need of a mid-level manager in Administration to assist the various Divisions with projects and tasks. The role of this member will be to provide support to the areas that are in the most need and work as a utility member that has experience in different facets of the Fire Department. The following is a brief list of examples of the job functions and duties of the position. This list is not exhaustive and will change based on the needs of the organization.

- Assist Training with Recruit Training as well as other training programs.
- Assist with fire inspections during peak times such as annual alcohol inspections.
- Serve as one of the Department's Cause and Origin Investigators
- Assist with administrative projects/tasks such as community outreach, ISO evaluations and Fire Safety Education
- Serve as member and/or manage departmental committees.

Cost Associated With New Position

Salary and Benefits		Other Associated Costs	
Annual Salary:		Furniture and Fixtures	NA
Payroll Taxes (FICA, Medicare, etc.):		Additional Office Machines:	NA
1 Year HealthCare Cost:		Additional Vehicle(s):	NA
		Training*:	NA
		Uniforms*:	NA
Salary & Benefit Costs FY05-06	\$0.00	Memberships*:	500
		Other Related Costs:	NA
		Associated Cost FY 05-06	\$500.00
		* Denotes Annual Recurring Costs	
Annual Budget Impact			
Total Budget Request FY 05-06	\$500.00		



City of Statesboro, GA

JOB DESCRIPTION

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Administrative Captain-FD

Department: Fire
Pay Grade: 20
FLSA Status: Exempt

JOB SUMMARY

The Administrative Captain-FD plans, coordinates and implements processes and projects for the Administrative Division of the Fire Department.

ESSENTIAL JOB FUNCTIONS:

- Develops and implements various projects impacting all Fire Department personnel;
- Responds to life-threatening and emergency situations;
- Performs fire suppression and rescue activities at emergency scene;
- Assists with long range plans within various divisions of the Fire Department;
- Conducts and/or assists with the evaluation of emergency operations and makes recommendations;
- Conducts effective training courses and seminars to management, supervisory and front-line personnel;
- Assists with the recruitment and hiring of personnel;
- Prepares press releases, updates departmental website, updates social media platforms, and prepares other public notices;
- Assists with training programs in the areas of fire, rescue, and/or emergency medical;
- Assists with the development, planning and supervision of in-service training activities to ensure compliance with accepted firefighting standards;
- Composes, prepares, reviews, and/or approves a variety of forms, logs, requests, records, reports, correspondences and other documents associated with daily responsibilities;

- Assists Prevention Division with inspections, code review, and/or plan reviews as needed;
- Assists the Battalion Chief-Administration with logistical, supply, and equipment needs;
- Oversees and/or participates in the evaluation of new and existing equipment and conducts research for developing concepts and strategies for the Fire Department;
- Participates in departmental, state, and national committees and organizations to ensure professional standards are known and adhered to by the department;
- Counsels employees on available resources and receives feedback on projects and procedures;
- Assists with various Divisional budgets and monitors expenditures;
- Attends additional training and obtain certifications or levels of competency as directed by the Fire Chief and/or their designee;
- Substitutes for other supervisors and/or co-workers in temporary absence of same; and
- Performs other assigned duties.

MINIMUM REQUIREMENTS TO PERFORM WORK:

- High School Diploma or GED;
- Six (6) years of experience in a related field
- Or equivalent training, education, and/or experience; and
- Valid State of Georgia Driver's License;
- Fire Officer II required.

Knowledge, Skills and Abilities:

- Knowledge of fire prevention and firefighting principals, techniques, equipment, apparatus and tools;
- Knowledge of relevant state and federal laws;
- Knowledge of hydraulics, water supply, rescue, salvage and overhaul practices;
- Knowledge of City geography and streets;
- Knowledge of training programs adopted by the Georgia State Fire Academy;
- Knowledge of training requirements for the fire department personnel to meet state certification and ISO standards;
- Knowledge of training principals;
- Knowledge in inspection principals;
- Knowledge in local, state, and international building and fire codes;
- Ability to perform building inspections and plan reviews;
- Knowledge and ability to conduct emergency management and needs assessments;
- Knowledge of department standard operating procedures;
- Knowledge of first aid and cardiopulmonary resuscitation techniques;
- Skilled in developing and presenting training programs;
- Skilled in planning and organizing;
- Skilled in interpersonal relations;
- Skilled in using computers for data entry;
- Skilled in using computers for word processing and/or accounting purposes;
- Ability to meet current requirements set forth by the National Fire Protection Association the Statesboro Fire Department and the Georgia Firefighter Standards and Training Act;
- Ability to use or repair medium equipment and machinery, such as vehicles or Firefighting Equipment;
- Ability to supervise employees using or repairing heavy or complex machinery;
- Ability to maintain a professional demeanor and an orientation towards customer service;
- Ability to supervise, organize, and communicate effectively;
- Ability to maintain constructive and cooperative working relationships with others; and

- Ability to cooperate with fellow employees as a team member.

PHYSICAL DEMANDS:

The administrative and planning duties of this position are typically performed while sitting at a desk. Training activities typically require standing, stooping, lifting light and heavy objects, climbing ladders, using tools or equipment requiring a high degree of dexterity and distinguishing shades of color.

WORK ENVIRONMENT:

The work is typically performed in an office or classroom except while training, when the employee is exposed to high noise levels, hazardous materials, dirt, heat, machinery with moving parts and inclement weather. The work requires the use of protective equipment.

The City has the right to revise this position description at any time, and does not represent in any way a contract of employment.

Employee Signature

Date

Supervisor (or HR) Signature

Date

RESOLUTION 2023-17: A RESOLUTION AMENDING THE JOB
POSITION CLASSIFICATION AND COMPENSATION PLAN

THAT WHEREAS, it is essential to have qualified municipal employees in order to provide reliable services to the citizens of Statesboro; and

WHEREAS, in order to accomplish this the Mayor and City Council previously have adopted a new Job Position Classification and Compensation Plan on April 5, 2017; and

WHEREAS, the City Manager has made a recommendation to reclassify the Fire Apparatus Operator in the Fire Department.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Statesboro, Georgia in regular session assembled this 21st day of March 2023 as follows:

Section 1. That the Job Position Classification and Compensation Plan, which includes a list of job titles and pay grades; a grade and step pay matrix; and written job descriptions for each position with City government, previously adopted on April 5, 2017, and as subsequently amended, is hereby further amended as follows:

- That the Fire Apparatus Operator position is reclassified to Administrative Captain-FD. The pay grade is 20, and the minimum salary is \$51,791.90 per year.

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 21st day of March 2023.

CITY OF STATESBORO, GEORGIA

By: _____
Jonathan M. McCollar, Mayor

Attest: _____
Leah Harden, City Clerk



Timothy E. Grams
Fire Chief

Statesboro Fire Department

*Proudly serving the City of Statesboro and
surrounding communities since 1905!*



Jonathan M. McCollar
Mayor

City Council Agenda Memorandum

To: Charles Penny, City Manager

From: Timothy E. Grams, Fire Chief

Date: 3-13-2023

RE: Selling of Fire Apparatus and Equipment to Emanuel County Fire Department

Policy Issue: NA

Recommendation: Allow the Statesboro Fire Department to sell the listed fire apparatus and equipment to the Emanuel County Fire Department for \$90,000.00

Background: In August of 2021 the Statesboro Fire Department ordered two (2) new Pierce Fire Engines. These engines are expected to be delivered within the next few weeks which creates the need to surplus older apparatus from the current fleet. Representatives from Emanuel County Fire Department (ECFD) indicated that they were in need of used fire apparatus and have offered to purchase the three (3) fire apparatus and equipment listed in the sell agreement for \$90,000.00. If approved, ECFD would not take possession of the apparatus until the new fire engines have arrived and are in service.

Budget Impact: The \$90,000.00 acquired from this transaction would be deposited in the Statesboro Fire Service Fund.

Council Person and District: NA

Attachments:

1. The Purchase/Sell Agreement between the Emanuel County Board of Commissioners and the Statesboro Mayor and City Council.
2. Itemized list of equipment included with the apparatus.

PURCHASE/ SELL AGREEMENT

THIS PURCHASE SELL AGREEMENT (hereinafter "Agreement"), made and entered into this 21st day of March 2023, by and between THE EMANUEL COUNTY (GA) ADMINISTRATOR AND BOARD OF COMMISSIONERS, Party of the First Part, hereinafter called Buyer, and THE MAYOR AND CITY COUNCIL OF STATESBORO, party of the second part, hereinafter called Seller regarding fire apparatus and equipment acquisition:

W I T N E S S E T H:

ARTICLE I SUBJECT PROPERTY

Buyer desires to acquire the following fire apparatus and equipment from Seller:

- 1- 2001 International 4X2 Vin: 1HTSDADR11H264099
- 2- 1991 GMC Vin: 1GBP7H1J7MJ108071
- 3- 1981 Ford R808 Vin:R80UVVJ7780
- 4- Attachment A - List of Equipment

ARTICLE II TERMS

Sales Price shall be based on the agreed upon value of the fire apparatus and equipment of \$90,000.00. Buyer shall remit such funds to Seller upon execution of this contract as well as the transfer of titles and physical fire apparatus and equipment.

IN WITNESS WHEREOF, Buyer and Seller, by and through their authorized representatives, have hereunto executed, signed, and delivered this Agreement in duplicate the day, month, and year first above written, each of the said parties keeping one of the copies hereof.

MAYOR AND CITY COUNCIL OF STATESBORO

By: _____
CHARLES PENNY, CITY MANAGER

Attest: _____
LEAH HARDEN, CITY CLERK

(Seal)

Emanuel County Board of Commissioners

By: _____
L. Guy Singletary, County Administrator

SIGNED in the presence of:

Notary Public

Attachment A

List of Equipment included with the apparatus sold to Emanuel County:

- (1) Dump Valve Extension
- (1) Press Down Hose Clamp
- (3) Scene Lights 500 w
- (3) Double Female 2.5
- (3) Double Female 1.5
- (3) Double Male 2.5
- (3) Reducer 2.5 x 1.5
- (1) Electrical Cord Reel
- (2) Generators 2005 Powerguard / 2000Honda GX340
- (1) Extension Ladder 35'
- (1) Folding Attic Ladder 10'
- (1) Roof Ladder 16'
- (1) Wheel Chocks
- (1) Flat Head Axe
- (1) Pick Head Axe
- (1) Impact Bar
- (1) Bolt Cutters 24"
- (8) Flash Lights / (chargers in trucks)
- (1) Plaster Hook
- (1) Pike Pole 12'
- (1) Pike Pole 6'
- (4) Spanner Wrenches
- (2) Hydrant Wrench
- (400 ft.) 1.75 " Hose
- (500 ft.) 3" Hose
- (100 ft.) 2.5" Hose
- (2) 1.75 inch Combination Nozzles
- (1) 2.55 inch Combination Nozzle
- (1) Master Stream
- (3) Salvage Covers
- (5) Fire Extinguisher
- (1) Set of Rescue 42 Jacks