



CITY OF STATESBORO
WORK SESSION MINUTES
AUGUST 15, 2023

Mayor & Council Work Session

50 East Main Street

3:00 PM

A Work Session of the Statesboro City Council was held on August 15, 2023 at 3:00 p.m. in the Council Chambers at City Hall, 50 East Main Street. Present was Mayor Jonathan McCollar; Council Members: Phil Boyum, Paulette Chavers, Venus Mack, John Riggs and Shari Barr. Also present was City Clerk Leah Harden, City Attorney Cain Smith, City Manager Charles Penny, Assistant City Manager Jason Boyles, Assistant to the City Manager Olympia Gaines, and Public Information Officer Layne Phillips.

1. Statesboro Bulloch County Transportation Plan

Glenn Cohen with Goodwin Mill Cawood (GMC) stated the transportation planning process begins with data collection, identifying needs, establish goals & objectives, develop solutions for deficiencies, recommend projects & programs, and the final recommended plan. Key factors begin with a review of the Long Range Transportation Plan from 2009, assessing the needs of multimodal traffic such as bus, bike, walking and driving and the functionality of transportation. The project schedule spans over a year broken down into nine tasks. There are many opportunities for public involvement through a technical advisory committee, public open house workshops, online community transportation survey, community snapshot factsheets & newsletters, and project website and social media updates. In addition throughout the process updates will be presented to Mayor and City Council as well as to the Board of Commissioners. The set goals are to develop a high-quality planning document, provide an action plan of implementable solutions by building off of local knowledge of Statesboro and Bulloch County. Lastly is to ensure the feasibility and constructability of recommended projects. Mr. Cohen thanked Public Information Officer Layne Phillips for creating the logo for the plan project.

3:18 pm Councilmember Phil Boyum joined the meeting.

2. Unified Development Code

Caleb Racicot with TSW presented a follow-up on the urban forest standards of the draft City of Statesboro Unified Development Code and reviewed the options discussed at the June work session. Option 1: Amenity Space would require an expanded amenity space to all residential districts, except R-2 and R-40. A development with 30 or more units would require a minimum of 10% amenity space such as playgrounds, pools, sports courts, community lawns and gardens, hardscape pedestrian areas, splash pads, walking trails, dog parks, and wooded areas. Option 2: One Tree, would require every single-family lot to have at least one medium or large tree at all times. The tree could be in the front or rear yard and would apply to new construction. Option 3: Two Trees, and Option 4: Reduced Canopy were removed and options 1 and 2 be combined. Mr. Racicot presented two combined options; Option 5: would require a new development with 30 or more units to maintain or replant at least one medium or large canopy tree on each lot and provide at least 10% amenity space having at least 75% tree canopy. Option 6: would require new developments with 30 or more units to provide at least 10% amenity space having at least 75% tree canopy and to maintain or replant one large tree per 2 lots. Mr. Racicot also introduced a non-UDC incentive to develop a voluntary program to plant trees in the front yards of houses.

Councilmember Riggs stated he is in favor of option 6 and likes the non-UDC incentive program.

Mayor Pro Tem Shari Barr stated she was thinking from the last work session that we wanted both amenity space as well as require two trees per lot and that is what I want. The Tree Board has been discussing setting up a program to use Tree Board funds to help plant trees for homeowners to help offset the costs.

Mr. Racicot clarified that a modification would need to be made to either option 5 or 6 to require both amenity space and trees. He also recommended lowering the 75% tree canopy requirement.

After further council discussion it was agreed to move forward with the requirement for amenity space as well as one tree per lot and to lower the 75% tree canopy requirement.

City Manager Charles Penny stated the plan is to place this item on the agenda for first reading on September 5, 2023 with a second reading taking place on September 19, 2023.

Mayor Pro Tem Shari Barr asked where we are on the regulation of scooters in Statesboro.

City Manager Charles Penny stated city staff with need to come back to council on the scooters. We have been in conversation with the scooter company regarding liability insurance and things of that nature. We will come back to you when we hear back from them. Georgia Southern University has decided to not allow scooters on their campus this year.

3. Employee Benefits

Jonathan Shaw with NFP, the City's benefits consultant since 2019 presented an annual update on how the city's plan has performed year over year. Mr. Shaw began with a bar graph illustrating amounts of total claims vs. net claims after stop loss rebates. The city is a partially self-funded insurance plan and because of that the city has what is called stop loss insurance which gives a true stop gap on what the city is responsible for on any one member. He also presented a graph illustrating the total claims premium vs. net paid claims premium as well as the number of high cost claimants is defined as anyone with a claim over \$25,000. High cost claimants continue to rise and is a troubling trend which causes an uptick in the total cost. The lifestyle related claims include diabetes, asthma, heart disease, lower back pain, and depression. The wellness incentive is to help with these lifestyle related conditions and has a 60% participation of eligible employees. In order to participate in the incentive program an employee and covered spouse must complete a biometric screening, complete a tour of the city gym, complete a physical exam by September 30th and complete some other type of medical visit before the end of the year. The incentive gives a \$28.85 biweekly discount to the health insurance premium. Mr. Shaw also presented an Everside Health analytics graph stating the clinic is being utilized less and less each month. Since COVID there has been an increase in the lifestyle related claims. We want to put an increased focus on wellness and preventative care and create comprehensive strategies to address those lifestyle conditions.

4. Apartment Security Ordinance

City Attorney Cain Smith presented a draft Apartment Security ordinance beginning with the definition of an apartment complex is a commonly owned parcel containing more than 25 residential units available for short and long term rental or lease. This article shall not apply to apartment complexes existing as of the date this article is approved, but shall apply to any newly constructed apartment complexes, apartment complexes changing ownership, or any apartment complexes being renovated/modified which requires a building permit. As it is written now Section 3202 (a) *Camera System* states "every apartment complex shall have video cameras located at all vehicular entrances and exits to the Apartment complex. These systems shall be connected with Fusus or any other data collection system then in use by the Statesboro PD. Video footage must be retained and archived for a minimum of seven days and available for inspection by Statesboro PD in the course of investigating criminal behavior." Additionally along with the camera systems Section 3202 (b) *Controlled Access* states "every apartment complex shall have controlled, gated access at all vehicular entrances and exits." That is the extent of the ordinance as it stands.

There was council discussion about the "controlled access" section regarding the requirement of gated access only but to allow for tag readers as a means of controlled access as an either or and increasing the amount of units for this requirement.

City Attorney Cain Smith stated it can be amended to require cameras for units between 25 and 50 and if it's over 50 cameras and a gate or tag readers. The first reading will take place at this evenings meeting with the amendments.

5. Event Space Ordinance

City Attorney Cain Smith presented a draft Event Venue Ordinance stating it would become a part of Chapter 18 Article XI of the Statesboro Code of Ordinances. Since the last presentation there have been some adjustments reflected in the first reading that is on the agenda this evening. The definition of an *event* is a private party, live musical concert, performing arts presentation or performance and/or any other type of entertainment, *with the addition that a meeting solely conducting business shall not be considered events under this chapter.* An *event center* is a non-residential location hosting private parties, live musical concerts, performing arts presentations or performances and/or any other type of entertainment that does not hold a valid city alcohol license with a maximum occupancy load exceeding 25 persons. Event centers may host private functions with guest list and no ticket being required. Cover charges are expressly prohibited. Regulations set out in Section 18-321 (a) states that no person, firm, partnership, corporation or other entity shall hold or cause to be held an event without a valid event center license, (b) Statesboro Fire and Police Departments may enter any event in order to assess life safety issues and compliance with this article and may terminate event upon failure to abide by life/safety regulations, (c) host, if applicable and responsible party representing the event center shall be present throughout all events in order to ensure the safety and welfare of event attendees, (d) alcohol is expressly prohibited unless a valid special event or catered event permit is obtained for that time and date, (e) Statesboro Fire department occupancy requirements shall be in effect throughout all events, (f) private parties may only be held with a written contract that shall be available for inspection upon request of Statesboro Fire or Police representatives, and (g) event centers shall have live camera coverage throughout the interior and exterior perimeter and retain footage for no less than seven days following end of event. Camera system must be connected with Statesboro PD Fusus or other currently existing real-time intelligence ecosystem utilized by Statesboro PD. An adjustment was made to “g” to read *event centers shall have live camera coverage around the exterior perimeter and retain footage no less than seven days following end of event. It is encouraged that these camera systems be connected with Statesboro PD Fusus or other currently existing real-time intelligence ecosystem utilized by Statesboro PD.*

This would apply to any business that tends to operate as an event center.

Section 18-322 sets out the application for a license. Also included in Section 18-323 is the probation, suspension, revocation of license; administrative hearing, administrative hearing fee. Pursuant to City Ordinance 6-9 the administrative judge shall have exclusive jurisdiction over any action brought against any license.

There was council discussion regarding exempting currently operating event centers.

City Attorney Cain Smith explained that as of right now event centers do not exist as we do not have a regulation for this business model so there is not grandfathering. This ordinance is to prevent an establishment from circumventing our alcohol ordinance.

City Manager Charles Penny stated this is on this evening’s agenda for first reading if you are ready for it. This all came about because we are seeing more and more event spaces in our city and they need to be regulated if you want us to regulate it.

Councilmember Paulette Chavers stated she has an issue with letter “g” that requires cameras to be installed at places operating as an event venue.

After further council discussion it was decided to table this item at the regular meeting.

6. Security Grants

Assistant to the City Manager Olympia Gaines presented the proposed Incentive Grants for security enhancements. The city has \$80,000 of earned interest from ARPA funds that can be used to assist in the establishment of the program. The program would provide funding to assist property owners with the installation of security systems such as cameras and access control systems. This program is limited to property owners of multi-family or rental housing units identified in targeted areas experiencing relatively high incidents of crime. It will also assist with the registration of security camera systems with the Statesboro Police Departments FUSUS system. Requirements for eligibility include the applicant must be an owner of a multi-family or rental housing unit within the city limits, all city bills and taxes must be paid, and three quotes from a business engaged in the installation of security camera systems or controlled access systems holding a valid license must be obtained by the applicant. Furthermore, incentives will not exceed 50% of the total cost and no more than \$20,000 the remaining cost is paid by the property owner. The property owner is responsible for the cost of

regular monitoring and maintenance and the system must be kept in operation no less than three years. Applications will be reviewed by Statesboro Police Department personnel and awarded by them as well. These grants will be limited to one security enhancement system per property. Lastly any system installed prior to the program's approval will not be eligible for the incentive.

City manager Charles Penny stated staff will finalize the guidelines for the program and bring it forward to the next council meeting for consideration.

7. Rule and Procedures for Boards and Commission

Assistant to the City Manager Olympia Gaines presented a draft document and overview of Standard Operating Procedures for city boards and commissions. The draft SOP focuses on appointments, structure including general duties and responsibilities, roles and responsibilities of officers and staff liaisons, governing rules such as bylaws of the board or commission, open meetings, scope of authority, purpose and expectations, finances, and attendance.

Councilmember Phil Boyum stated under the General Expectations regarding parliamentary practice to specify using Robert's Rules of Order as specified in the city charter.

City Manager Charles Penny stated we would like to bring this forward to the next council meeting for consideration.

8. Mobile Public Vending Ordinance

City Attorney Cain Smith presented a draft Mobile Public Vending ordinance for the purpose of permitting mobile vending on public property in the city. This article would allow for mobile vending of prepared items such as packaged ice cream, chips, and things of that nature. Section 18-332 sets out operational rules to include hours of operation shall be 9:00 am to 10:00 pm, amplified sound or sound equipment must comply with our noise ordinance, any signage must comply with our sign ordinance, vendors may offer items permissible for sale only, must display a valid vending permit, must maintain an auditable point-of-sale system, operations may not obstruct vehicular traffic flow, they may not have out tables or chairs, vending carts or food trucks shall not be left unattended, and vendors may only serve customers from the side of the truck facing the sidewalk. Section 18-332 states all vendors shall have a trash can to prevent littering. Other regulations set out in Section 30-333 of the draft ordinance any vendor selling ice cream or other prepackaged food shall before making a sale vendors may only park their vehicle no less than a 100 feet from an intersection. In addition when the vehicle is stopped all sound equipment must be turned off and not resume until the vehicle is in motion. No sound equipment may be operational before 9:00 am or after 9:00 pm or between the hours of 9:30 am and 12:00 noon on Sundays and shall not operate within one block of a church between the hours of 7:00 am and 9:00 pm. When school is in session no vendor shall operate within 600 feet of any public school one hour before or one hour after published school hours. Section 18-334 sets out aesthetic standards for vending carts and motor vehicles. Division 2 regulates the permitting and licensing and sets out the application process, the term and renewals, and the associated annual fee.

There was council discussion regarding the Sunday regulation, the consensus was to amend the ordinance to read shall not operate within one block of a church between 7:00 am to 1:00 pm on Sundays. And to remove from section 18-334 (e) the wording "*and considerate of the immediate surrounding of the proposed location.*"

This draft will move forward and presented for first reading at the next regular council meeting.

The meeting was adjourned at 5:16 pm.

Jonathan McCollar, Mayor

Leah Harden, City Clerk