



**August 19, 2025 5:30 pm**

1. Call to Order by Mayor Jonathan McCollar
2. Invocation and Pledge of Allegiance by Councilmember Ginny Hendley
3. Public Comments (Agenda Item):
4. Consideration of a Motion to approve the Consent Agenda
  - A) Approval of Minutes
    - a) 08-05-2025 Council Minutes
    - b) 08-05-2025 Executive Session Minutes
  - B) Consideration of a motion to approve the surplus of a 2008 TAKE III Trailer model 53LP in the Statesboro Police Department.
  - C) Consideration of a motion to approve the surplus of several firearms that have exceeded their useful life in the Statesboro Police Department.
5. Public Hearing and Consideration of a Motion to Approve:
  - a. **APPLICATION AN 25-05-04:** VSB Development LLC requests an Annexation of approximately 9.15 acres of property in order to develop a PUD (Planned Development Unit) on Highway 301 South (Tax Parcel # 076 000001 005).
  - b. **APPLICATION AN 25-05-05:** VSB Development LLC requests an Annexation of approximately 52 acres of property in order to develop a PUD (Planned Development Unit) on Old Register Road (Tax Parcel # 076 000001 003).
  - c. **APPLICATION AN 25-05-06:** VSB Development LLC requests an Annexation of approximately 5.02 acres of property in order to develop a PUD (Planned Development Unit) at 2443 Old Register Road (Tax Parcel # 077 000053 000).
  - d. **APPLICATION AN 25-05-07:** VSB Development LLC requests an Annexation of approximately 30.89 acres of property in order to develop a PUD (Planned Development Unit) at Highway 301 South (Tax Parcel # 077 000059 000).
  - e. **APPLICATION RZ 25-05-08:** VSB Development LLC requests a Zoning Map Amendment of an existing PUD of approximately 138.06 to add 99.53-acres, an addition of four (4) parcels along Old Register Road and Highway 301 South (Tax Parcels # 077 000059 000, 077 000053 000, 076 000001 005, 076 000001 003).

6. Public hearing and consideration of a motion to approve: **APPLICATION RZ 07-07-01**: Bobby Vangiller requests a Zoning Map Amendment of 0.95-acres from the R-15 (One-Household Residential) and HOC (Highway Oriented Commercial) to HOC (Highway Oriented Commercial) along East Parrish Street (Tax Parcel# S26 0000051 000).
7. Public Hearing and Consideration of a Motion to Approve:
  - a. **APPLICATION RZ 07-07-02**: Hussey Gay Bell requests a Zoning Map Amendment of 1.72-acres from HOC (Highway Oriented Commercial) to R-2 (Townhouse Residential) District on the corner of Northbridge Drive and Highway 301 North for the development of townhomes (Tax Parcel# MS80000013 0C3).
  - b. **APPLICATION RZ 07-07-03**: Hussey Gay Bell requests a Zoning Map Amendment of 1.65-acres from HOC (Highway Oriented Commercial) to R-2 (Townhouse Residential District) on Highway 301 North for the development of townhomes (Tax Parcel# MS80000013 0C4).
8. Consideration of a motion to approve: **Resolution 2025-21**: A Resolution Adopting Section 3 Policies as a requirement for the Community HOME Investment Program
9. Consideration of a motion to approve **Resolution 2025-22**: A Resolution Adopting the Language Access Plan for the Community HOME Investment Program.
10. Consideration of a motion to approve **Resolution 2025-23**: A Resolution Adopting an MBE/WBE Outreach Plan for HOME-assisted housing projects.
11. Consideration of a motion to approve **Resolution 2025-24**: A Resolution Adopting an Affirmative Fair Housing Marketing Plan.
12. Consideration of a motion to approve a Contract Amendment with Coastal Regional Commission for CHIP Administrative Services
13. Consideration of a motion to approve an Intergovernmental Agreement with Bulloch County, Brooklet, Portal and Register to allow for a ballot referendum for consideration of a 1% Floating Local Option Sales Tax (FLOST) with all proceeds used for property tax relief.
14. Consideration of a motion to approve the purchase of a pole camera with accompanying equipment from Tactical Electronics in the amount of \$23,451.17 for the Statesboro Police Department. This is a sole source purchase.
15. Consideration of a motion to approve an award of a contract for ENG-122j North Zetterower Avenue Sidewalk Installation to Tim Lanier Construction, LLC. in the amount of \$395,040.00, to be funded by TSPLOST.

16. Consideration of a motion to approve staff to enter negotiations with Michael Baker International, Inc., to perform engineering design services for the Bridges on the Creek on the Blue Mile Project, STM-34. This work is to be funded by GDOT.
17. Other Business from City Council
18. City Managers Comments
19. Public Comments (General)
20. 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)
21. Consideration of a Motion to Adjourn



CITY OF STATESBORO  
COUNCIL MINUTES  
AUGUST 05, 2025

Regular Meeting

50 E. Main St. City Hall Council Chambers

9:00 AM

**1. Call to Order**

Mayor Jonathan McCollar called the meeting to order

**2. Invocation and Pledge**

Councilmember Paulette Chavers gave the Invocation and led the Pledge of Allegiance.

**ATTENDANCE**

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

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

**3. Public Comments (Agenda Item): None**

**4. Consideration of a Motion to approve the Consent Agenda**

**A) Approval of Minutes**

**a) 07-15-2025 Council Minutes**

A motion was made to approve the consent agenda.

<b>RESULT:</b>	Approved (Unanimous)
<b>MOVER:</b>	Councilmember John Riggs
<b>SECONDER:</b>	Councilmember Ginny Hendley
<b>AYES:</b>	Johnson, Chavers, Hendley, Riggs, Barr
<b>ABSENT:</b>	



**5. Second reading and consideration of a motion to approve Ordinance 2025-04: An Ordinance amending Chapter 82 of the Statesboro Code of Ordinances to remove language concerning water and/or sewer charges for customers not utilizing the services, and to replace City Engineer with Public Utilities Director.**

A motion was made to approve **Ordinance 2025-04**: An Ordinance amending Chapter 82 of the Statesboro Code of Ordinances to remove language concerning water and/or sewer charges for customers not utilizing the services, and to replace City Engineer with Public Utilities Director.

<b>RESULT:</b>	Approved (Unanimous)
<b>MOVER:</b>	Councilmember Tangie Johnson
<b>SECONDER:</b>	Councilmember Paulette Chavers
<b>AYES:</b>	Johnson, Chavers, Hendley, Riggs, Barr
<b>ABSENT:</b>	

**6. Consideration of a motion to approve Resolution 2025-20: A Resolution to authorize the public sale of real property and the holding of a public hearing relating to the construction of a new Fire Station for the City.**

A motion was made to approve **Resolution 2025-20**: A Resolution to authorize the public sale of real property and the holding of a public hearing relating to the construction of a new Fire Station for the City.

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

**7. Consideration of a motion to accept a right of way deed of 0.638 acres on Brannen Street for the construction of a new street to serve the new Fire Station #3.**

A motion was made to accept a right of way deed of 0.638 acres on Brannen Street for the construction of a new street to serve the new Fire Station #3.

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

**8. Consideration of a motion to award a contract to EMC Engineering Services Inc. for Design and Professional Engineering Services for a new access road for Fire Station #3 in the amount of \$41,000.00. To be paid from TSPLOST funds.**

A motion was made to award a contract to EMC Engineering Services Inc. for Design and Professional Engineering Services for a new access road for Fire Station #3 in the amount of \$41,000.00. To be paid from TSPLOST funds.

<b>RESULT:</b>	Approved (Unanimous)
<b>MOVER:</b>	Councilmember Tangie Johnson
<b>SECONDER:</b>	Councilmember John Riggs
<b>AYES:</b>	Johnson, Chavers, Hendley, Riggs, Barr
<b>ABSENT:</b>	

**9. Consideration of a motion to award the renewal of the City of Statesboro's General Liability Property and Casualty (P&C) coverage to Travelers in the amount of \$1,330,939.00 and the renewal of the City's Workers Compensation coverage to Bitco in the amount of \$561,507.00. These policies were shopped out to available markets by Assured Partners (our contracted broker) and will be for a term of one year.**

A motion was made to award the renewal of the City of Statesboro's General Liability Property and Casualty (P&C) coverage to Travelers in the amount of \$1,330,939.00 and the renewal of the City's Workers Compensation coverage to Bitco in the amount of \$561,507.00. These policies were shopped out to available markets by Assured Partners (our contracted broker) and will be for a term of one year.

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

**10. Consideration of a motion to approve a Memorandum of Agreement between the City, Bulloch County, and the Federal Aviation (FAA) concerning the installation and use of FAA owned navigation, communication, and weather aid facilities.**

A motion was made to approve a Memorandum of Agreement between the City, Bulloch County, and the Federal Aviation (FAA) concerning the installation and use of FAA owned navigation, communication, and weather aid facilities.

<b>RESULT:</b>	Approved (Unanimous)
<b>MOVER:</b>	Councilmember Paulette Chavers
<b>SECONDER:</b>	Councilmember Ginny Hendley
<b>AYES:</b>	Johnson, Chavers, Hendley, Riggs, Barr
<b>ABSENT:</b>	

**11. Consideration of a motion to award a four (4) year contract to Revize provide a comprehensive website for the City of Statesboro in the amount of \$36,100.00 (includes \$23,900.00 design fee and \$12,200.00 for first year support) for the first year and \$12,200.00 for the last three (3) years for website support. If approved, this will be funded out of the Contractual Services Fund in Central Services.**

A motion was made to award a four (4) year contract to Revize provide a comprehensive website for the City of Statesboro in the amount of \$36,100.00 (includes \$23,900.00 design fee and \$12,200.00 for first year support) for the first year and \$12,200.00 for the last three (3) years for website support. If approved, this will be funded out of the Contractual Services Fund in Central Services.

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

**12. Consideration of a motion to award a contract to Hyster-Yale Materials Handling, Inc for the purchase of a Hyster H50A Lift Truck (forklift) per Sourcewell cooperative purchasing contract in the amount of \$37,140.00. This item to be purchased with funds approved in the FY2026 CIP Budget, items WWD-208 and NGD-110, funded by system revenues.**

A motion was made to award a contract to Hyster-Yale Materials Handling, Inc for the purchase of a Hyster H50A Lift Truck (forklift) per Sourcewell cooperative purchasing contract in the amount of \$37,140.00. This item to be purchased with funds approved in the FY2026 CIP Budget, items WWD-208 and NGD-110, funded by system revenues.

<b>RESULT:</b>	Approved (Unanimous)
<b>MOVER:</b>	Councilmember Tangie Johnson
<b>SECONDER:</b>	Councilmember John Riggs
<b>AYES:</b>	Johnson, Chavers, Hendley, Riggs, Barr
<b>ABSENT:</b>	

**13. Consideration of a motion to approve the purchase of a 2026 Pac-Mac KB-20 Grapple Loader Truck for the Public Works Streets Division in the amount of \$225,624.00 from Sansom Equipment Company per Sourcewell Contract. Funded by 2023 TSPLOST funds.**

A motion was made to approve the purchase of a 2026 Pac-Mac KB-20 Grapple Loader Truck for the Public Works Streets Division in the amount of \$225,624.00 from Sansom Equipment Company per Sourcewell Contract. Funded by 2023 TSPLOST funds.

<b>RESULT:</b>	Approved (Unanimous)
<b>MOVER:</b>	Councilmember Tangie Johnson
<b>SECONDER:</b>	Councilmember John Riggs
<b>AYES:</b>	Johnson, Chavers, Hendley, Riggs, Barr
<b>ABSENT:</b>	

**14. Consideration of a motion to approve a Task Order in the amount of \$31,500 with Atlas Technical Consultants for a Phase I and Limited Phase II Environmental Site Assessment for the ENG-123c West MainS St./Johnson St./MLK Dr. Intersection Improvement Project, to be funded by TSPLOST funds.**

A motion was made to approve a Task Order in the amount of \$31,500 with Atlas Technical Consultants for a Phase I and Limited Phase II Environmental Site Assessment for the ENG-123c West MainS St./Johnson St./MLK Dr. Intersection Improvement Project, to be funded by TSPLOST funds.

<b>RESULT:</b>	Approved (Unanimous)
<b>MOVER:</b>	Councilmember Ginny Hendley
<b>SECONDER:</b>	Councilmember John Riggs
<b>AYES:</b>	Johnson, Chavers, Hendley, Riggs, Barr
<b>ABSENT:</b>	

**15. Consideration of a motion to approve a Task Order in the amount of \$33,200 with Cranston, LLC for design of a new City parking lot at 45 West Main St. as part of the ENG-92 West Main Streetscape Project, to be funded using TSPLOST funds.**

A motion was made to approve a Task Order in the amount of \$33,200 with Cranston, LLC for design of a new City parking lot at 45 West Main St. as part of the ENG-92 West Main Streetscape Project, to be funded using TSPLOST funds.

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

**16. Other Business from City Council**

Mayor Pro Tem recognized and remembered Joe McGlamery who was quite a contributor to our community. She describe him as a “mighty fine fellow” who will be missed.

## 17. City Managers Comments

City Manager Charles Penny brought to the Mayor and Councils attention a scheduling change in the Statesboro Fire Department. Currently firefighters work a 24/48 hour shift this will be transitioning to a 48/96 hour shift. An internal committee, representing all three shifts and multiple ranks was formed to examine alternative work schedules. Based on input and comparative analysis, the 48/96 scheduled emerged as the most beneficial option. This change will benefit our personnel and operations without compromising service delivery.

Mr. Penny also informed the Mayor and City Council that he went to the School Board meeting to speak on behalf of himself as a citizen in favor of their proposed millage rate increase. One thing about building a community is when people move to any community especially people with children is they base their decision on the quality of the school system. The one place we cannot afford to be cheap is with the education of our children. What we do not want to have happen to Statesboro is for someone to decide that they do not want to live in our community because do not think their child can get a good education.

## 18. Public Comments (General): None

## 19. 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).

At 9:31 a.m., a motion was made to enter into Executive Session to discuss “Personnel Matters” in accordance with O.C.G.A. 50-14-3(b).

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

At 9:36 a.m., a motion was made to exit Executive Session.

<b>RESULT:</b>	Approved (Unanimous)
<b>MOVER:</b>	Councilmember Tangie Johnson
<b>SECONDER:</b>	Councilmember Paulette Chavers
<b>AYES:</b>	Johnson, Chavers, Hendley, Riggs, Barr
<b>ABSENT:</b>	

Mayor Jonathan McCollar called the regular meeting back to order with no action taken in executive session.

## 20. Consideration of a Motion to Adjourn

A motion was made to adjourn.

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

The meeting was adjourned at 9:36 a.m.

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Jonathan McCollar, Mayor

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Leah Harden, City Clerk



# STATESBORO POLICE DEPARTMENT

Ph 912-764-9911

25 West Grady Street, Statesboro, Georgia 30458

Fx 912-489-5050

TO: Charles Penny, City Manager

FROM: Mike Broadhead, Chief of Police

DATE: August 19, 2025

POLICY ISSUE: Surplus Equipment

RECOMMENDATION: That Council approve the “surplus” of a trailer that has exceeded its useful life.

BACKGROUND: The Police Department is requesting that the City Council approve “surplus action” to remove a trailer from the city inventory. This trailer has been parked at the City shops, unused, for an extended period of time.

2008 TAKE III Trailer model 53LP, VIN# 1T9LS53388B540099

BUDGET IMPACT: This item will be sold through an auction process or destruction as per city procedure.

COUNCIL DISTRICT: All

ATTACHMENTS: N/A





# STATESBORO POLICE DEPARTMENT

Ph 912-764-9911

25 West Grady Street, Statesboro, Georgia 30458

Fx 912-489-5050

TO: Charles Penny, City Manager

FROM: Mike Broadhead, Chief of Police

DATE: August 19, 2025

POLICY ISSUE: Surplus Equipment

RECOMMENDATION: That Council approve the “surplus” of several firearms.

BACKGROUND: The Police Department is requesting that the City Council approve “surplus action” to remove several firearms from the city inventory. These firearms have exceeded their useful life.

BUDGET IMPACT: These items will be destroyed as per ATF protocol.

Daniel Defense rifles/carbines

#DDM4232711

#DDM4232712

#DDM4232713

#DD002758C

#DD002759C

#DD002760C

#DD002761C

#DD002763C

#DD002764C

#DD002765C

#DD002767C

#DD002768C

Heckler and Koch carbines

#163-002930

#163-002931

COUNCIL DISTRICT: All

ATTACHMENTS: N/A

# CITY OF STATESBORO

## COUNCIL

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



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

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

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

**From:** Justin Williams, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Unified Development Code: Annexation Request*

**Recommendation:** Staff recommends Approval of the Annexation Request

**Background:** VSB Development LLC requests an Annexation of approximately 9.15 acres of property in order to develop a PUD (Planned Development Unit) at Highway 301 South (Tax Parcel # 076 000001 005).

**Budget Impact:** None

**Council Person and District:** Hendley (District 3)

**Attachments:** Ordinance 2025-05

ORDINANCE # 2025 - 05:  
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 J. Edwards Akins Farms L.P., 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 the Unified Development Code, 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 005 and further described under Appendix A & Appendix B:

Section 2. This ordinance shall become effective on September 1, 2025.

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 PUD (Planned Unit Development) and located within the Activity Center/Regional Center character area on the City of Statesboro Future Development Map pursuant to the vote of the Statesboro City Council held on August 19, 2025 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 19<sup>th</sup> day of August, 2025 by the Mayor and Council of the City of Statesboro.

ATTEST:

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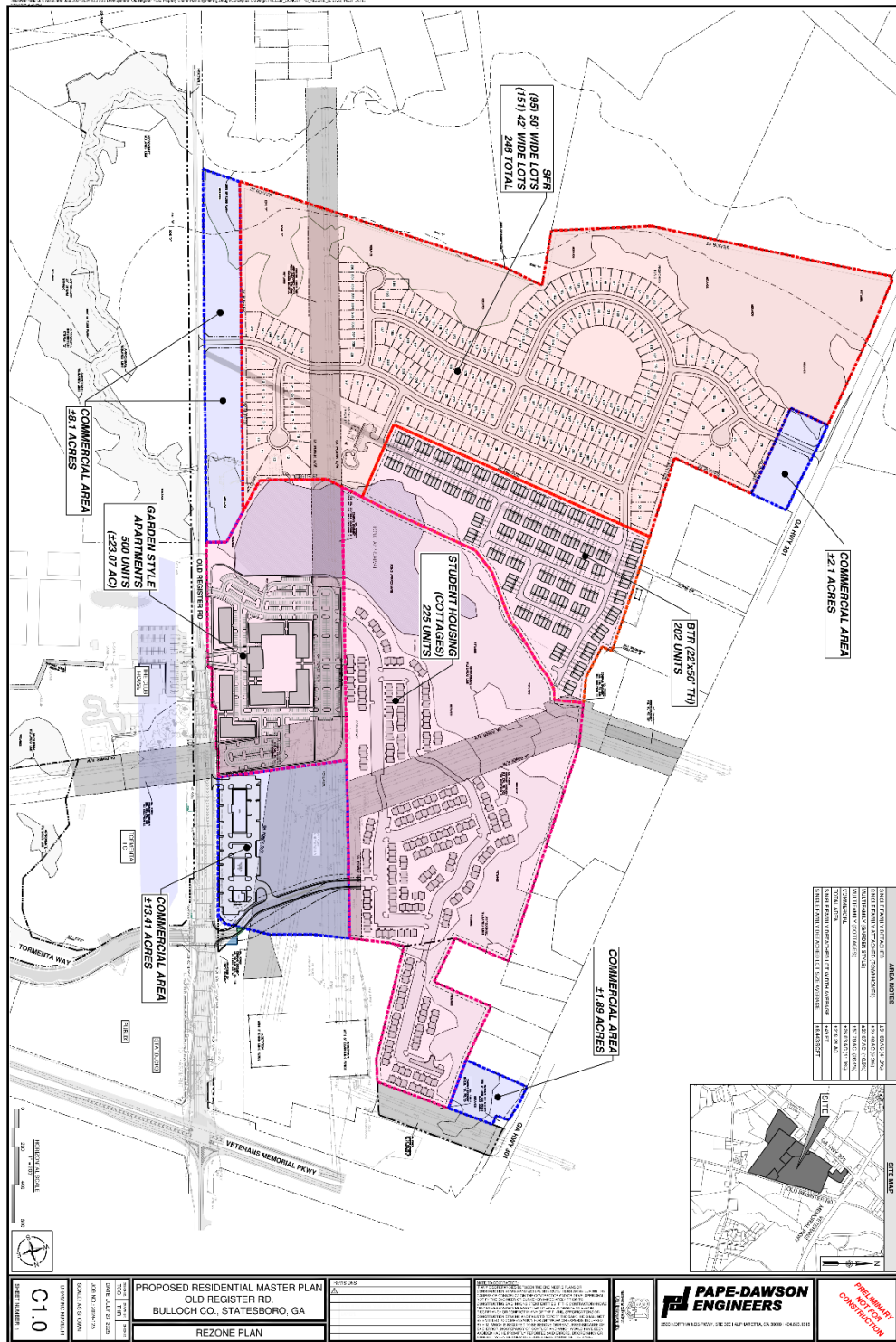
Jonathan McCollar, Mayor

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Leah Harden, City Clerk

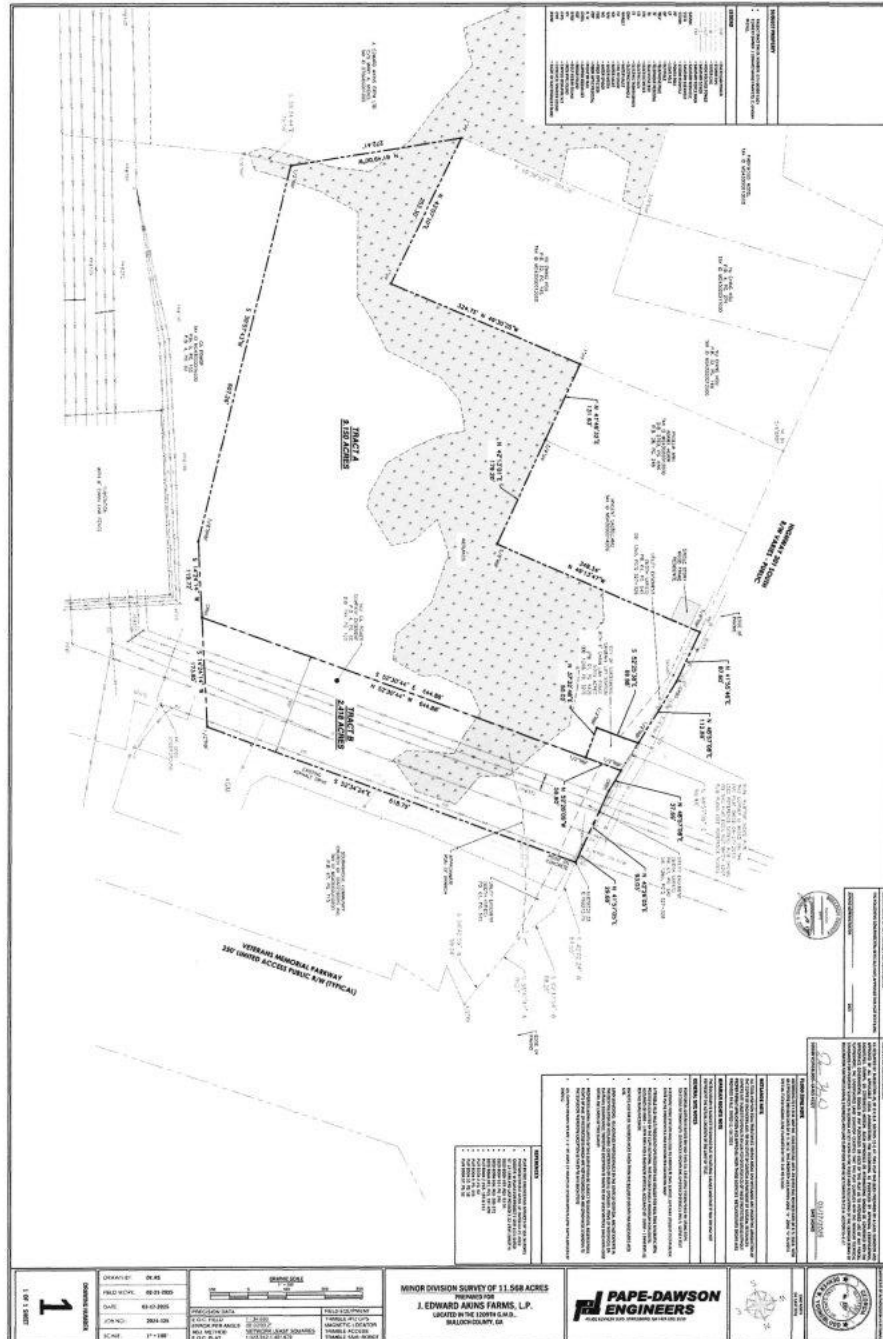
## Appendix A

Property to be annexed on the survey below and further described as approximately 9.150 +/- acres of land located on Highway 301 South (Tax Parcel # 076 000001 005).



## Appendix B

Property to be annexed on the survey below and further described as approximately 9.150 +/- acres of land located on Highway 301 South (Tax Parcel # 076 000001 005).



# CITY OF STATESBORO

## COUNCIL

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



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

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

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

**From:** Justin Williams, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Unified Development Code: Annexation Request*

**Recommendation:** Staff Recommends Approval of the Annexation Request

**Background:** VSB Development LLC requests an Annexation of approximately 52 acres of property in order to develop a PUD (Planned Development Unit) on Old Register Road (Tax Parcel # 076 000001 003)

**Budget Impact:** None

**Council Person and District:** Hendley (District 3)

**Attachments:** Ordinance 2025-06

ORDINANCE # 2025 - 06:  
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 J. Edwards Akins Farms L.P., 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 the Unified Development Code, 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 003 and further described under Appendix A:

Section 2. This ordinance shall become effective on September 1, 2025.

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 PUD (Planned Unit Development) and located within the Activity Center/Regional Center character area on the City of Statesboro Future Development Map pursuant to the vote of the Statesboro City Council held on August 19, 2025 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 19<sup>th</sup> day of August, 2025 by the Mayor and Council of the City of Statesboro.

ATTEST:

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Jonathan McCollar, Mayor

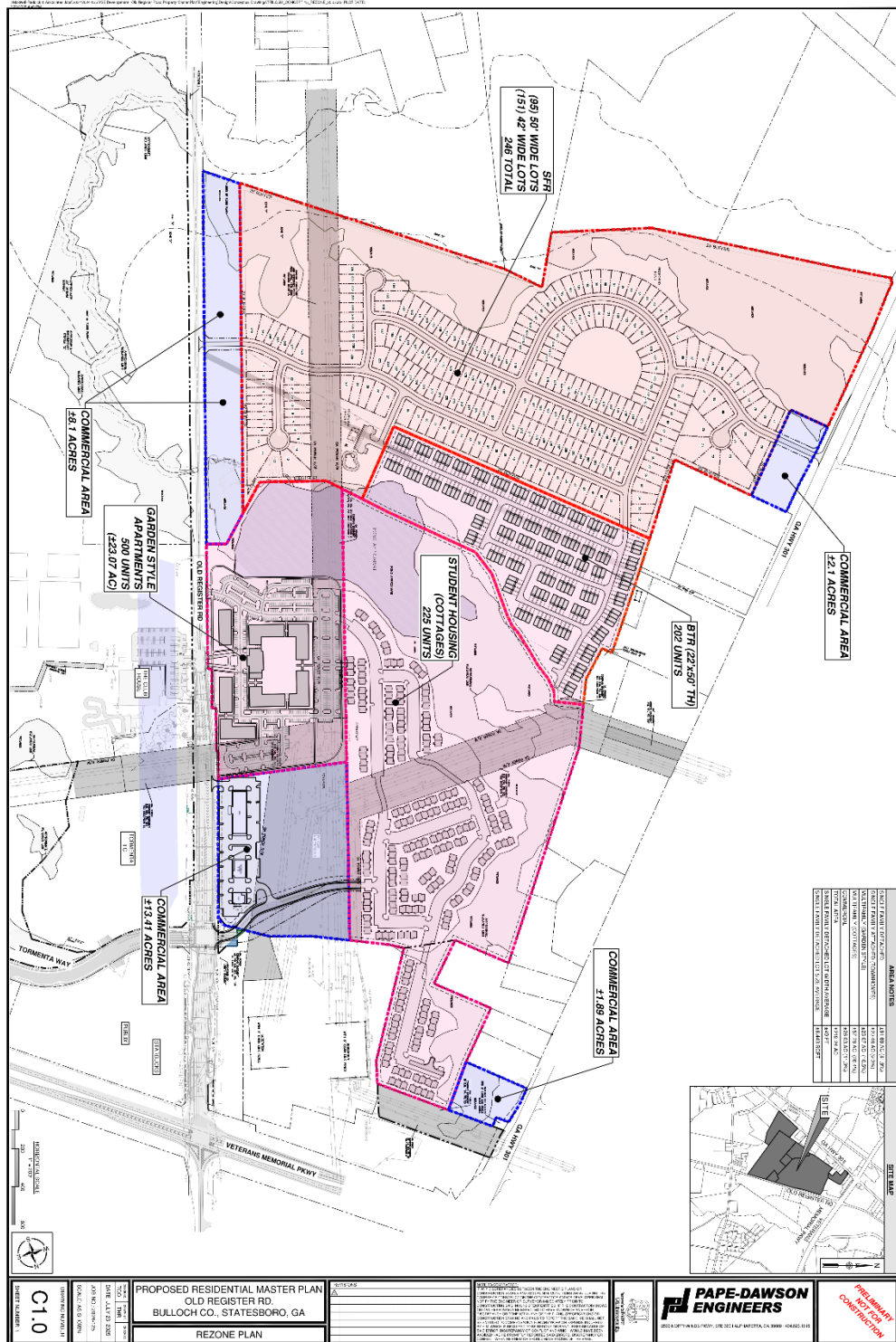
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Leah Harden, City Clerk



## Appendix A

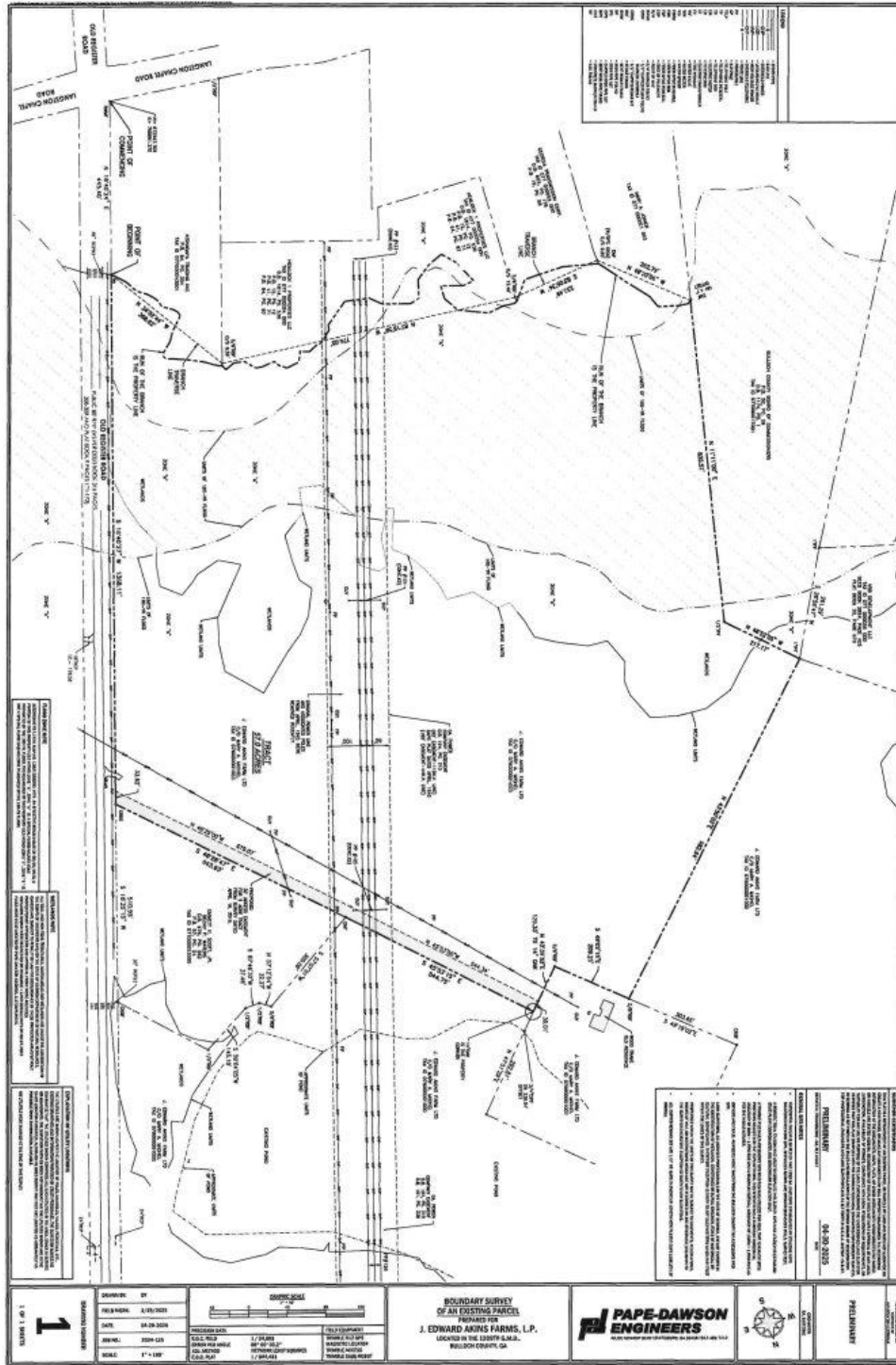
Property to be annexed on the survey below and further described as approximately 52 +/- acres of land located on Old Register Road (Tax Parcel # 076 000001 003).





## Appendix B

Property to be annexed on the survey below and further described as approximately 52 +/- acres of land located on Old Register Road (Tax Parcel # 076 000001 003).



# CITY OF STATESBORO

## COUNCIL

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



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

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

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

**From:** Justin Williams, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Unified Development Code: Annexation Request*

**Recommendation:** Staff Recommends Approval of the Annexation Request.

**Background:** VSB Development LLC requests an Annexation of approximately 5.02 acres of property in order to develop a PUD (Planned Development Unit) at 2443 Old Register Road (Tax Parcel # 077 000053 000)

**Budget Impact:** None

**Council Person and District:** Hendley (District 3)

**Attachments:** Ordinance 2025-07

ORDINANCE # 2025 - 07:  
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 Emmett H. Scott Jr., 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 the Unified Development Code, 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 # 077 000053 000 and further described under Appendix A & Appendix B:

Section 2. This ordinance shall become effective on September 1, 2025.

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 PUD (Planned Unit Development) and located within the Activity Center/Regional Center character area on the City of Statesboro Future Development Map pursuant to the vote of the Statesboro City Council held on August 19, 2025 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 19<sup>th</sup> day of August, 2025 by the Mayor and Council of the City of Statesboro.

ATTEST:

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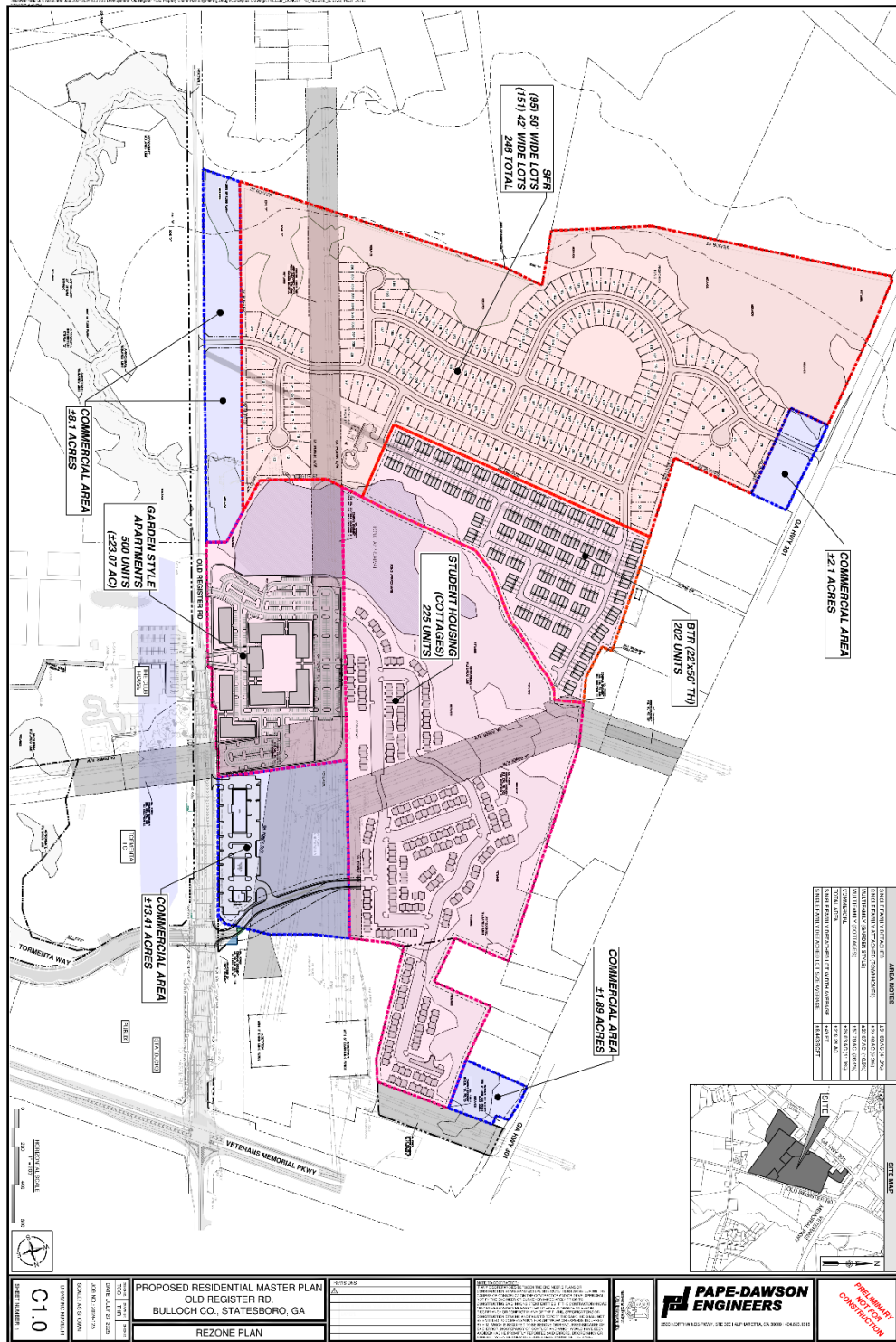
Jonathan McCollar, Mayor

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Leah Harden, City Clerk

## Appendix A

Property to be annexed on the survey below and further described as approximately 5.02 +/- acres of land located at 2443 Old Register Road (Tax Parcel # 077 000053 000).

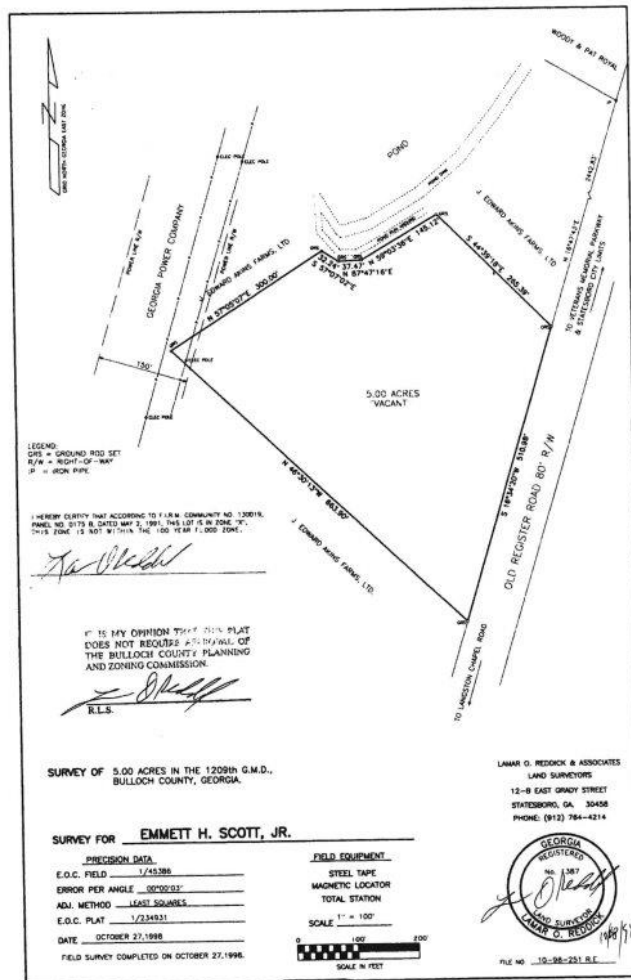


## Appendix B

Property to be annexed on the survey below and further described as approximately 5.02 +/- acres of land located on Old Register Road (Tax Parcel # 076 000001 003).

1/1

<https://search.gisccca.org/Imaging/HTML5Viewer.aspx?key1=57&key2=24&county=16&countyname=BULLOCH&user=192001&appid=28>



# CITY OF STATESBORO

## COUNCIL

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



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

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

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

**From:** Justin Williams, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Unified Development Code: Annexation Request*

**Recommendation:** Staff Recommends Approval of the Annexation Request.

**Background:** VSB Development LLC requests an Annexation of approximately 30.89 acres of property in order to develop a PUD (Planned Development Unit) on Highway 301 South (Tax Parcel # 077 000059 000)

**Budget Impact:** None

**Council Person and District:** Hendley (District 3)

**Attachments:** Ordinance 2025-08

ORDINANCE # 2025 - 08:  
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 Emmett H. Scott Jr., 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 the Unified Development Code, 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 # 077 000059 000 and further described under Appendix A:

Section 2. This ordinance shall become effective on September 1, 2025.

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 PUD (Planned Unit Development) and located within the Activity Center/Regional Center character area on the City of Statesboro Future Development Map pursuant to the vote of the Statesboro City Council held on August 19, 2025 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 19<sup>th</sup> day of August, 2025 by the Mayor and Council of the City of Statesboro.

ATTEST:

---

Jonathan McCollar, Mayor

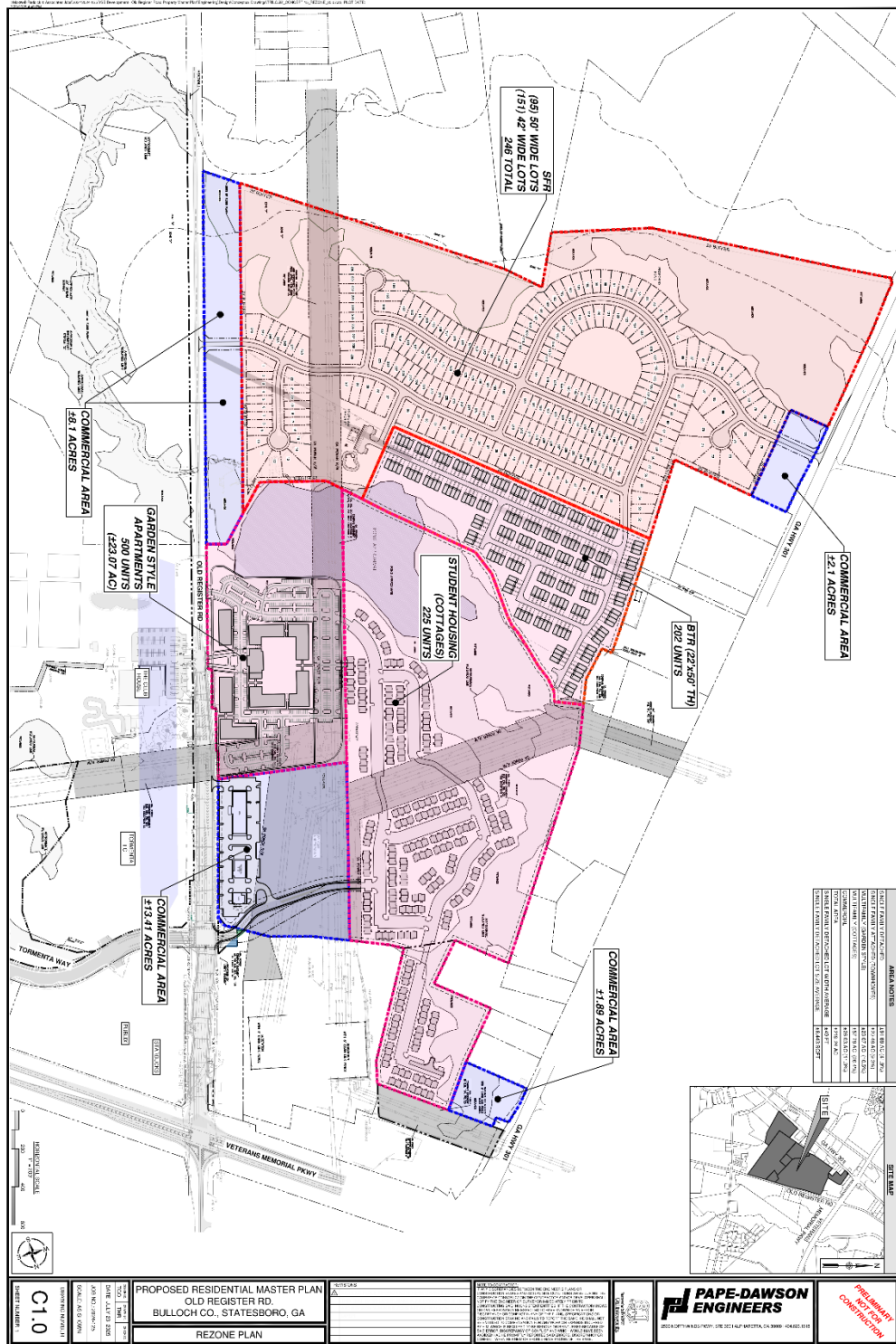
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Leah Harden, City Clerk



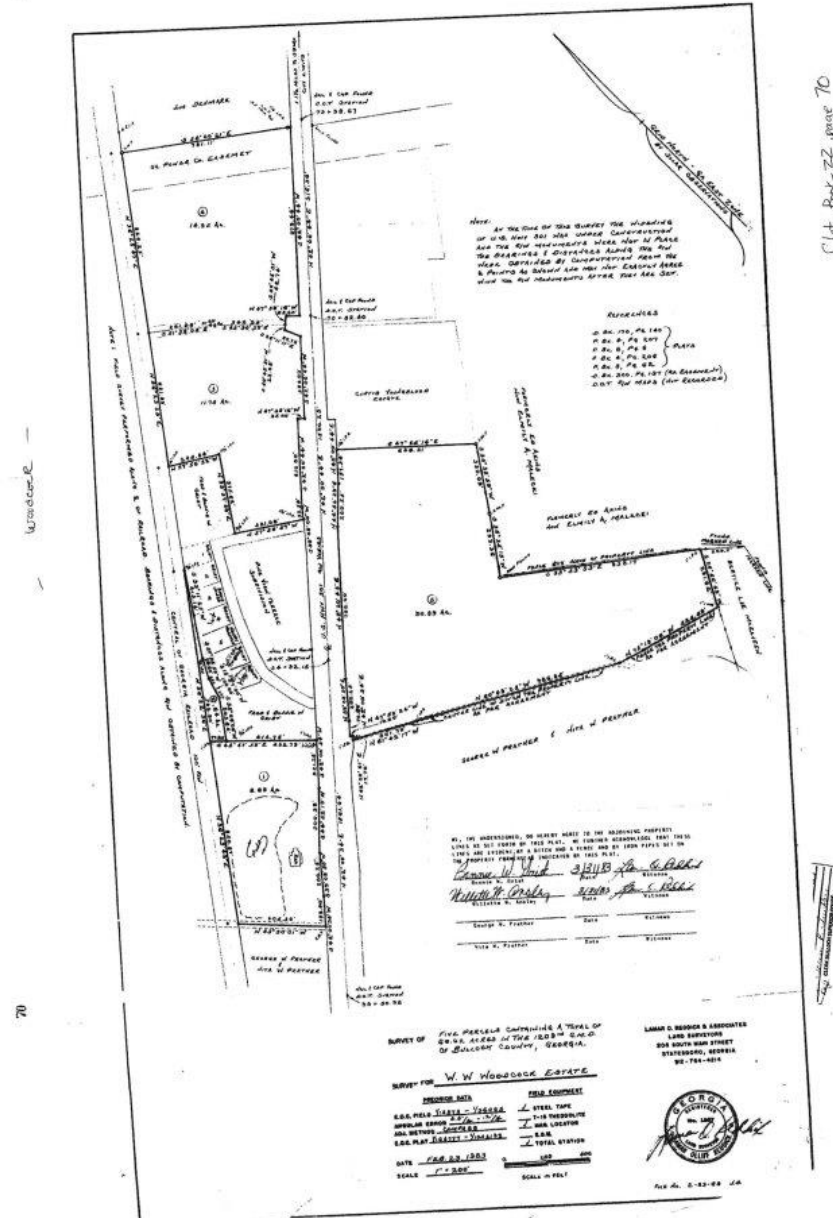
## Appendix A

Property to be annexed on the survey below and further described as approximately 30.89 +/- acres of land located on Highway 301 South (Tax Parcel # 077 000059 000).





Property to be annexed on the survey below and further described as approximately 30.89 +/- acres of land located on Highway 301 South (Tax Parcel # 077 000059 000).



# CITY OF STATESBORO

## COUNCIL

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



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

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

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

**From:** Justin Williams, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Unified Development Code: Zoning Map Amendment*

**Recommendation:** Planning Commission recommends Approval of the Zoning Map Amendment and staff conditions with a 7-0 vote.

**Background:** VSB Development LLC requests a Zoning Map Amendment of an existing PUD of approximately 138.06 to add 99.53-acres an addition of four (4) parcels along Old Register Road and Highway 301 South (Tax Parcels # 077 000059 000, 077 000053 000, 076 000001 005, 076 000001 003).

**Budget Impact:** None

**Council Person and District:** Hendley (District 3)

**Attachments:** Zoning Services Report AN 25-05-04 – AN 25-05-07 & RZ 25-05-08



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 25-05-08, AN 25-05-04, AN 25- 05-05, AN 25-05-06, and AN 25-05-07**  
**ZONING MAP AMENDMENT REQUEST**

<b>LOCATION:</b>	376 Tormenta Way
<b>PETITIONER/REPRESENTATIVE</b>	VSB Development, LLC/ Christopher Gohagan
<b>EXISTING ZONING:</b>	PUD (Planned Unit Development), R-40 (One-Household Residential), Bulloch County-HC/PUD (Highway Commercial/Planned Unit Development), Bulloch County-PUD (Planned Unit Development)
<b>PROPOSED ZONING:</b>	PUD (Planned Unit Development)
<b>FUTURE LAND USE CLASSIFICATION</b>	Activity Centers/ Regional Centers
<b>ACRES:</b>	99.53-acres under consideration Total: 237.59-acres
<b>PARCEL TAX MAP #:</b>	076 000001 000 (138.06 acres) (Statesboro City Limits PUD) <b>077 000059 000 (30.89-acres) (Bulloch County HC/PUD)</b> <b>077 000053 000 (5.02-acres) (Bulloch County-PUD)</b> <b>076 000001 005 (9.15-acres) (Bulloch County-PUD)</b> <b>076 000001 003 (52.0-acres) (Bulloch County-PUD)</b>
<b>COUNCIL DISTRICT:</b>	District 3 (Hendley)
<b>EXISTING USE:</b>	Vacant Lot
<b>PROPOSED USE:</b>	Residential and Commercial

**Planning Commission: August 5, 2025**

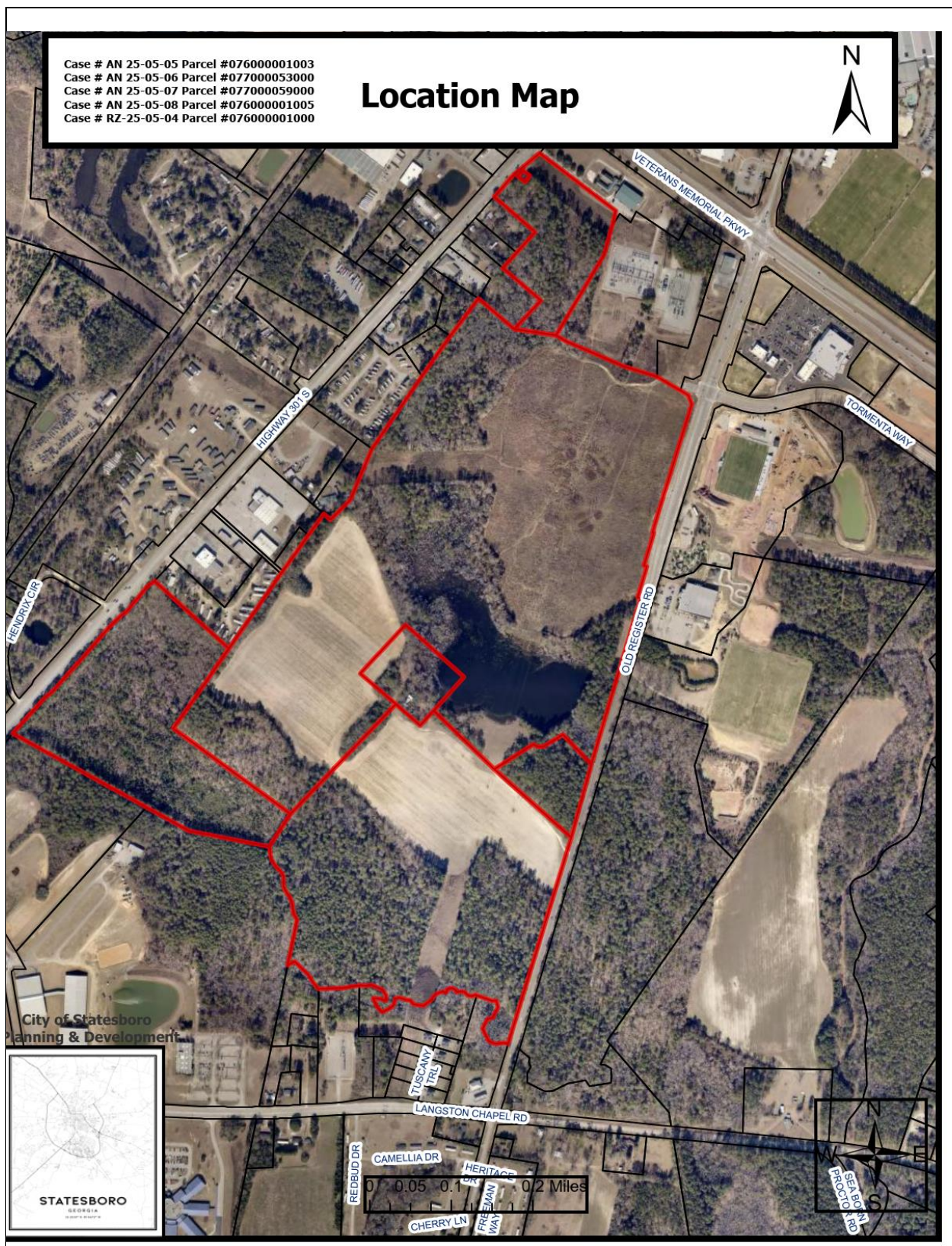
**City Council: August 19, 2025**

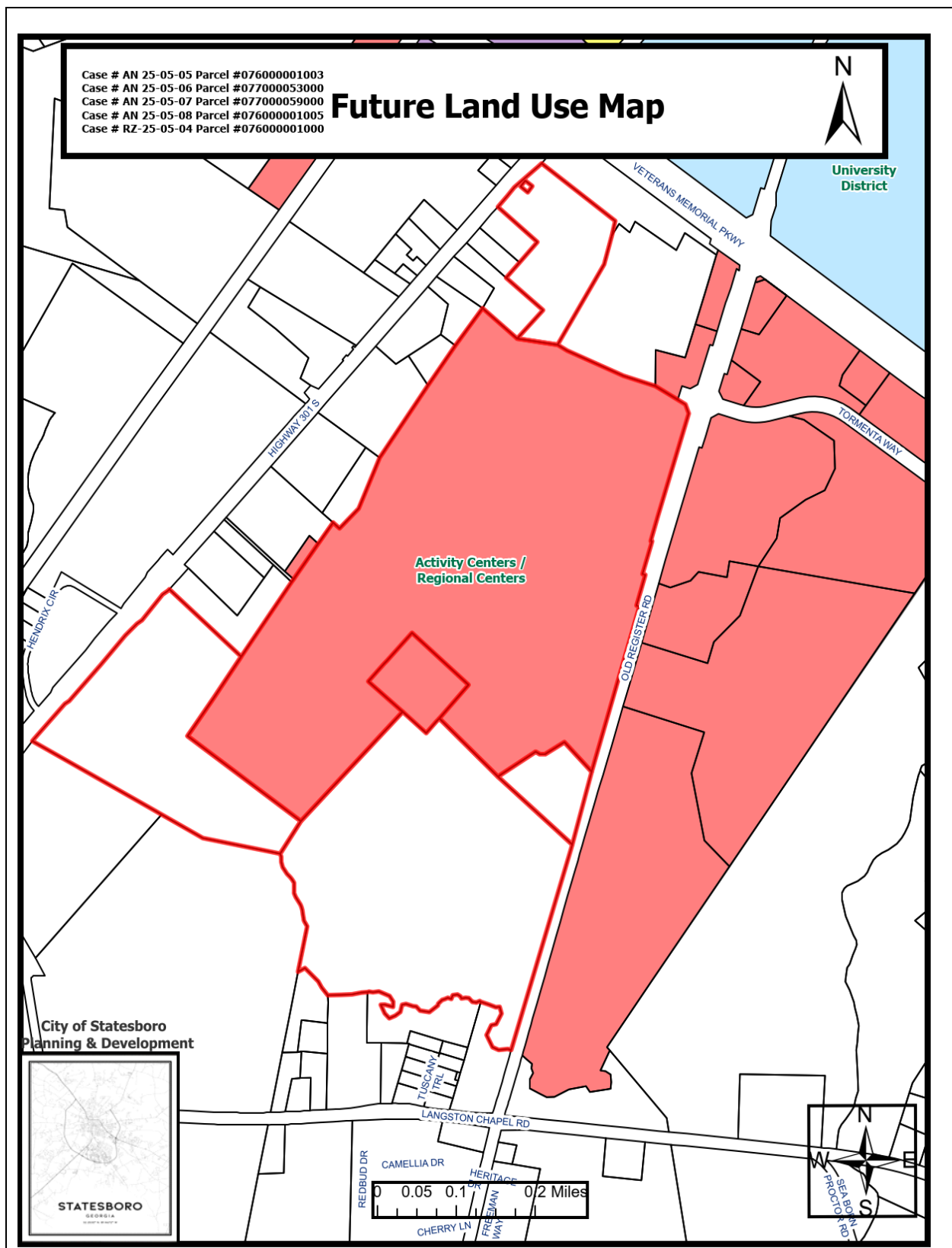
**STAFF/PLANNING COMMISSION RECOMMENDATION**

**RZ 25-05-08, AN 25-05-04, AN 25- 05-05, AN 25-05-06, and AN 25-05-07**  
**CONDITIONAL APPROVAL**

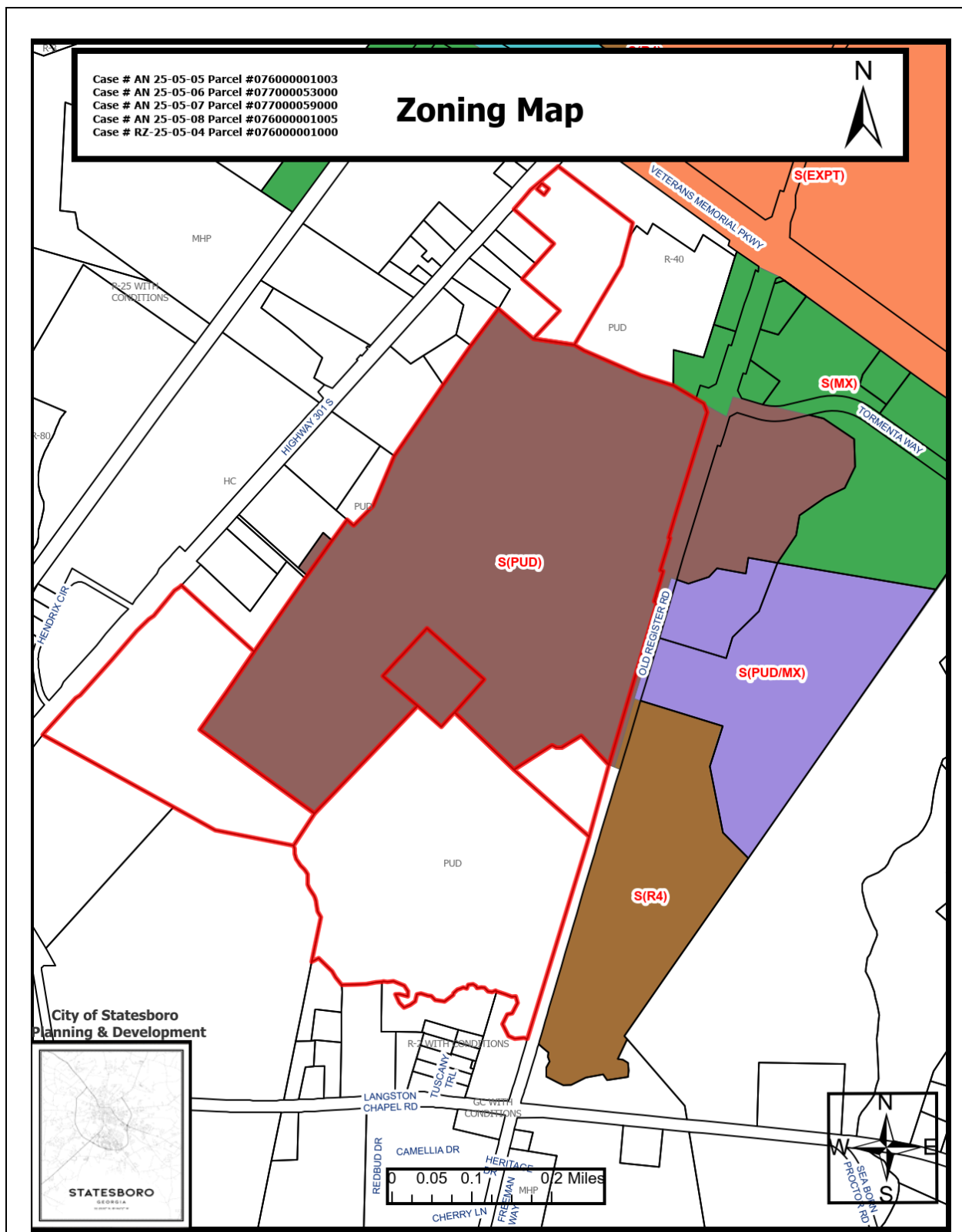
DETAILED DISCUSSION
<b>HISTORY</b>
<p><b>Timeline of the project:</b> July 2010, the City previously received an annexation and zoning map amendment application (AN 10-06-01) to annex and rezone 291.74 acres which included a shopping center on the northeast corner of Old Register Road and of Veterans Memorial Parkway; 227.69 acres was proposed to be zoned R-40 (Single Family Residential) District and the remaining 64.05 acres proposed to be zoned PUD-CR (Planned Unit Development – Commercial Retail) District. In August 2010, the city approved the annexation and zoning map amendment request under Ordinance #2010-17. August 2018 zoned 138.06-acres from R-40 to PUD. Currently, the annexation of 99.53-acres is being considered.</p>
<b>REQUEST</b>
<p>The petitioner is requesting a Zoning Map Amendment from a R40 (One-Household Residential) to PUD (Planned Unit Development). The property is located south of Tormenta Way, and on the west side of Old Register Road. The PUD consists of five (5) separate parcels, combined to total 237.59-acres. The majority of the property is already designated as a PUD and is part of the City’s boundaries. Remaining parcels are all adjacent to the existing PUD which are under consideration for annexation. The remaining parcels that consist of 11.62 acres to the northwest, off Highway 301, 5.02-acres to the southeast off the Old Register Road, 52.00 acres to the south, off of Old Register Road and 30.89-acres to southwest off Highway 301, for a total of 104.53-acres.</p>











SURROUNDING LAND USES/ZONING		
Location	Zoning Information	Land Use
North	Bulloch County (Georgia Power Station)	Georgia Power Station
Northeast	MX (Mixed-Use)	Commercial
East	PUD/MX (Planned Unit Development/Mixed Use)	Commercial
Northwest	Bulloch County (HC/PUD) (Highway/Planned Unit Development)	Agriculture
Southeast	R-4 (High Density Residential)	Single Family Residences
South	Bulloch County (PUD) (Planned Unit Development)	Agriculture
Southwest	Bulloch County (HC/PUD) (Highway/Planned Unit Development)	Agriculture
West	Bulloch County (HC/PUD) (Highway/Planned Unit Development)	Single-Family House

SITE CHARACTERISTICS	
Acreage	Total of acres 237.59-acres (10,349,420.4 square feet)
Lot	Mostly cleared, old farm land, National Register Historic Resource (house and outbuildings)
Flooding	Flooding to the south and south west of parcel 076 000001 003
Wetlands	There is a total of 27.91-acres of wetlands to the south and southwest of parcel 076 000001 003. And west to southeast on parcel 076 000001 000.



**CONCEPT PLAN**

**AREA NOTES**

SINGLE FAMILY DETACHED	147.88 AC (3.7%)
SINGLE FAMILY ATTACHED (TOWNHOMES)	150.48 AC (3.7%)
MULTIFAMILY GARDEN STYLE	150.07 AC (3.7%)
MULTIFAMILY COTTAGES	147.78 AC (3.7%)
TOTAL AREA	147.78 AC (3.7%)
SINGLE FAMILY DETACHED LOT WIDTH AVERAGE	147.78 AC
SINGLE FAMILY DETACHED LOT SIZE AVERAGE	14.43 AC

**COMMERCIAL AREA**  
±2.1 ACRES

**BTR (22'x50' TH)**  
202 UNITS

**STUDENT HOUSING (COTTAGES)**  
225 UNITS

**GARDEN STYLE APARTMENTS**  
500 UNITS  
(±23.07 AC)

**COMMERCIAL AREA**  
±8.1 ACRES

**COMMERCIAL AREA**  
±1.89 ACRES

**COMMERCIAL AREA**  
±13.41 ACRES

**SFR**  
(95) 50' WIDE LOTS  
(151) 42' WIDE LOTS  
246 TOTAL

**SITE MAP**

**HORIZONTAL SCALE**  
1" = 200'

## SITE DETAILS

### Site Design and Layout

The proposed project consists of 237.59-acres consisting of the following:

#### Garden Style Apartments.

Proposed to be five (5) stories high and proposed to be about 500 units facing Old Register Road.

#### Student Housing

Proposed 225 cottage style units situated behind the proposed apartments, to the north-northwest of the parcel.

#### Townhouses

Proposed to be 202 units on 22x50 sq feet lots about center of the parcels to the south-southwest of the proposed apartments.

#### Single-Family Residences

Proposed total of 246 single-family units, with approximately 95 units on 50' wide lots and about 151 units on 42' wide lots, situated on the south end of the proposed project. Lot makeup is below the R-6 standards, but do fall within the sliding scale for historical lots.

#### Commercial and Retail Areas

The proposed project contains commercial and retail components. The designated commercial area located off of Old Register Road north of the approved apartments, is proposed to consist of a hotel, professional offices and a bank. There are designated commercial areas at the time of writing this staff report that do not have specified retailers.

#### Roadways and Access

The proposed project is for a Planned Unit Development (PUD) with public and private roads with five (5) access points. One (1) access point from Highway 301, and four (4) access points from Old Register Road. All roads are to be constructed under the City standards based on the updated Unified Development Code.

The project proposes five (5) foot wide sidewalks to be provided within the community. Additionally, five (5) foot wide sidewalks along Old Register Road and Highway 301. UDC amendments for roads will apply.

#### Infrastructure /Public Utilities

The project is planning to connect to City of Statesboro utilities. There is a Georgia Power Easement that runs north-south through the eastern portion of the PUD, between the apartments and the cottages.

#### Recreational Facilities

The project does not propose any substantial amenity space for the overall PUD. However, to the east of the proposed project is the athletic field for Tormenta FC. In addition, it is less than

one mile from the Georgia Southern University Recreation Activity Center, which the applicant has considered connecting with a walking trail.

#### National Register Historic Building

The historic house is proposed to be retained on the property and be relocated on the parcel.

## **STAFF SUMMARY AND ANALYSIS**

The subject site is a mostly vacant lot with 138.06-acres that is already designated as a PUD (Planned Unit Development). The petitioner is requesting to modify the existing PUD and add four (4) additional parcels for a total of 237.59-acres.

The property is located within Bulloch County and it is characterized as “*Suburban Neighborhood*” as defined by the *Bulloch County Comprehensive Plan*. The development is shown as a part of the “*Developing Area*” in accordance with the *Bulloch County Future Development Map*. The area was once considered as an “*Emerging Business*,” under the *City of Statesboro 2018 Comprehensive Master Plan*. However, with the adoption of the *City of Statesboro 2024 Comprehensive Master Plan*, it now shows this area as a part of the “*Activity Centers/ Regional Centers*,” which is an area dominated by auto-oriented design. However, it may evolve into pedestrian oriented shopping, office, and entertainment places that may also accommodate high-density residential development. The changes within the area show how the area has developed and continues to grow in direction with 2024 Comprehensive Master Plan. In addition, the proposed project is aligned with the Future Land Use and Comprehensive Plan. The proposed project is consistent with nearby development patterns of suburban agriculturally zoned land transitioning to planned development of residential and commercial growth. The proposed project offers a variety of residential types. The proposed project aligns with both Bulloch County and City of Statesboro future development of the area.

### **ENVIRONMENTAL SITE ANALYSIS**

The proposed addition of annexed parcels to the south of the parent parcel there is a total of 27.91-acres of wetlands which are not to be impacted by the proposed project.

### **COMMUNITY FACILITIES AND TRANSPORTATION**

The subject property is currently not serviced by City Water or Sewer, but water, sewer and natural gas are all available.

The proposed project would consist of inter-parcel vehicular access. Old Register Road is considered an Urban Collector Road and Veterans Memorial Parkway is considered a Principal Urban Arterial. Based on the traffic study, improvements to Old Register Road and Highway 301 South would be required. Additionally, the needed access point off Highway 301 South would require GDOT approval.





Subject property: view of the property from the ROW on Old Register Road, facing west.



Subject property: view of the property from the ROW on Old Register Road, facing south.



Property to the southeast of the subject project from the ROW of Old Register Road, facing south east.



Property to east of the subject property from the ROW of Old Register Road, facing east.





Property to the northeast of the subject property from the ROW of Old Register Road, facing north.



View of the Georgia Power Station north of the subject property from the ROW of Old Register Road, facing southwest.

## STAFF/PLANNING COMMISSION RECOMMENDATION

Staff recommends **Approval of RZ 25-05-08, AN 25-05-04, AN 25- 05-05, AN 25-05-06, and AN 25-05-07.** If this petition is approved the following enumerated condition(s) shall apply:

1. In adherence to the recommendations of the Ogeechee Riverkeeper, the applicant must submit a wetland plan in addition to all standard plan requirements prior to the issuance of a Land Disturbance Permit.
2. To reduce the potential of negative environmental impacts on the site, the property owner must utilize standards from the Georgia Stormwater Management Manual (GSMM) to provide stormwater detention, TSS removal, overbank protection, and extreme flood protection in submitting the engineering plans for this project.
3. The applicant will be required to submit tree plans showing the inclusion of tree canopy based on the type of development as outlined in the UDC, i.e., individual trees for single-family lots, appropriate street trees for townhouses and standard trees for commercial areas.
4. The applicant must submit final site plats corresponding to each phase of development.
5. The applicant must ensure appropriate improvements are made to Old Register Road in accordance with the traffic study, specifically in the areas directly adjacent to the property.
6. If established, any HOA and restrictive covenants documents must be submitted to the City for review prior to issuance of a certificate of occupancy.

At the regularly scheduled meeting of the Planning Commission on August 5, 2025, the Commissions recommended **Approval** of the zoning application and staff conditions with a 7-0 vote.

# CITY OF STATESBORO

## COUNCIL

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



Jonathan McCollar, Mayor  
Charles Penny, City Manager  
Leah Harden, City Clerk  
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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, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Unified Development Code: Zoning Map Amendment*

**Recommendation:** Planning Commission recommends Approval of the Zoning Map Amendment and staff conditions with a 7-0 vote.

**Background:** Bobby Vangiller requests a Zoning Map Amendment of 0.95-acres from the R-15 (One-Household Residential) and HOC (Highway Oriented Commercial) to HOC (Highway Oriented Commercial) along East Parrish Street (Tax Parcel# S26 0000051 000).

**Budget Impact:** None

**Council Person and District:** Johnson (District 1)

**Attachments:** Zoning Services Report RZ 07-07-01





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

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

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

<b>RZ 25-07-01</b>	
<b>ZONING MAP AMENDMENT REQUEST</b>	
<b>LOCATION:</b>	107 Parrish Street
<b>PETITIONER/REPRESENTATIVE</b>	Bobby Vangiller
<b>EXISTING ZONING:</b>	HOC (Highway Oriented Commercial)/ R-15 (One-Household Residential)
<b>PROPOSED ZONING:</b>	HOC (Highway Oriented Commercial)
<b>OVERLAYS/DISTRICTS:</b>	N/A
<b>FUTURE LAND USE CLASSIFICATION</b>	Redevelopment Area
<b>TOTAL ACRES:</b>	0.95-acres (41,382.0 square feet)
<b>PARCEL TAX MAP #:</b>	S26 0000051 000
<b>COUNCIL DISTRICT:</b>	District 1 (Johnson)
<b>EXISTING USE:</b>	Shopping center and two (2) storage warehouses
<b>PROPOSED USE:</b>	Same as above

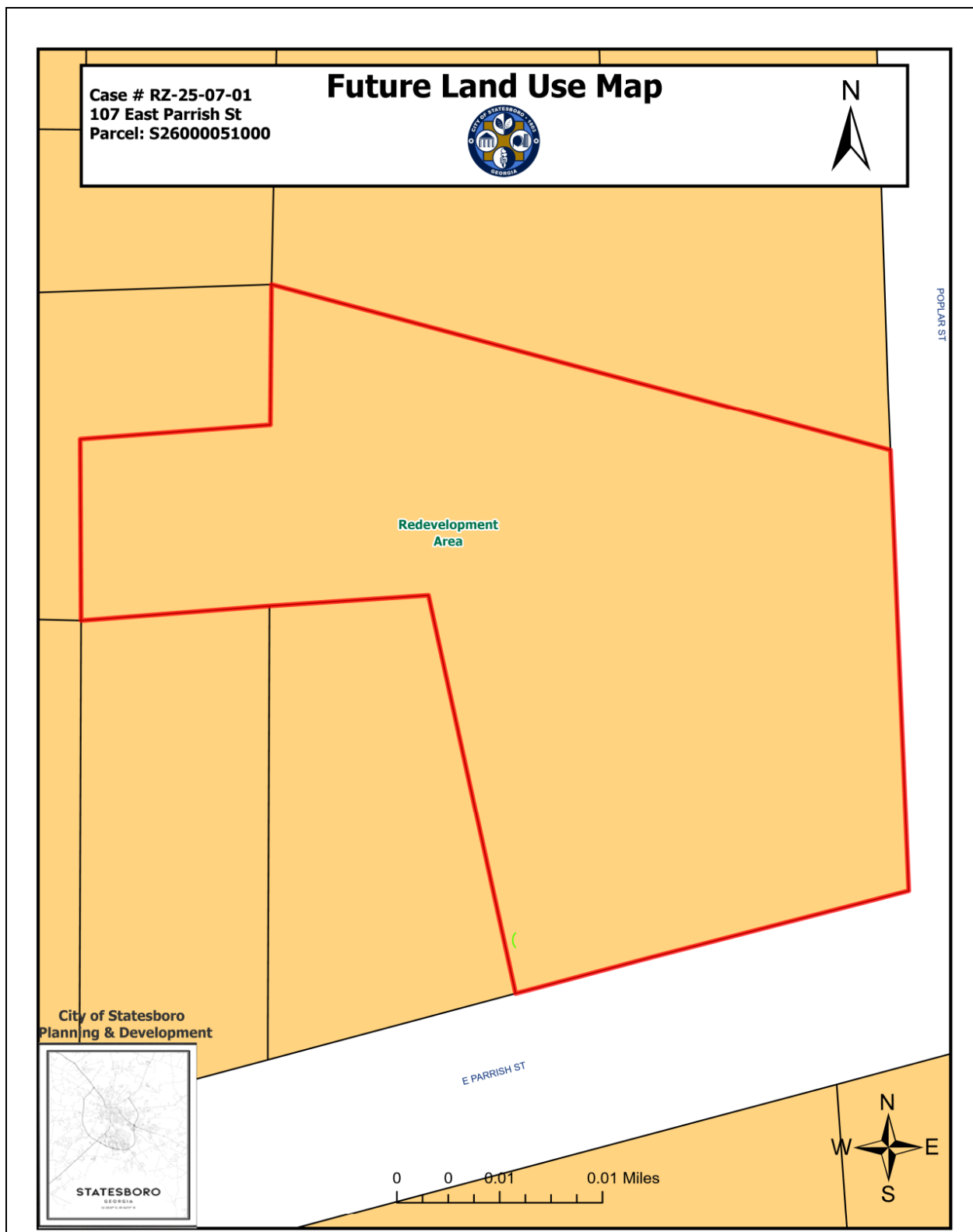
**Planning Commission: August 5, 2025**

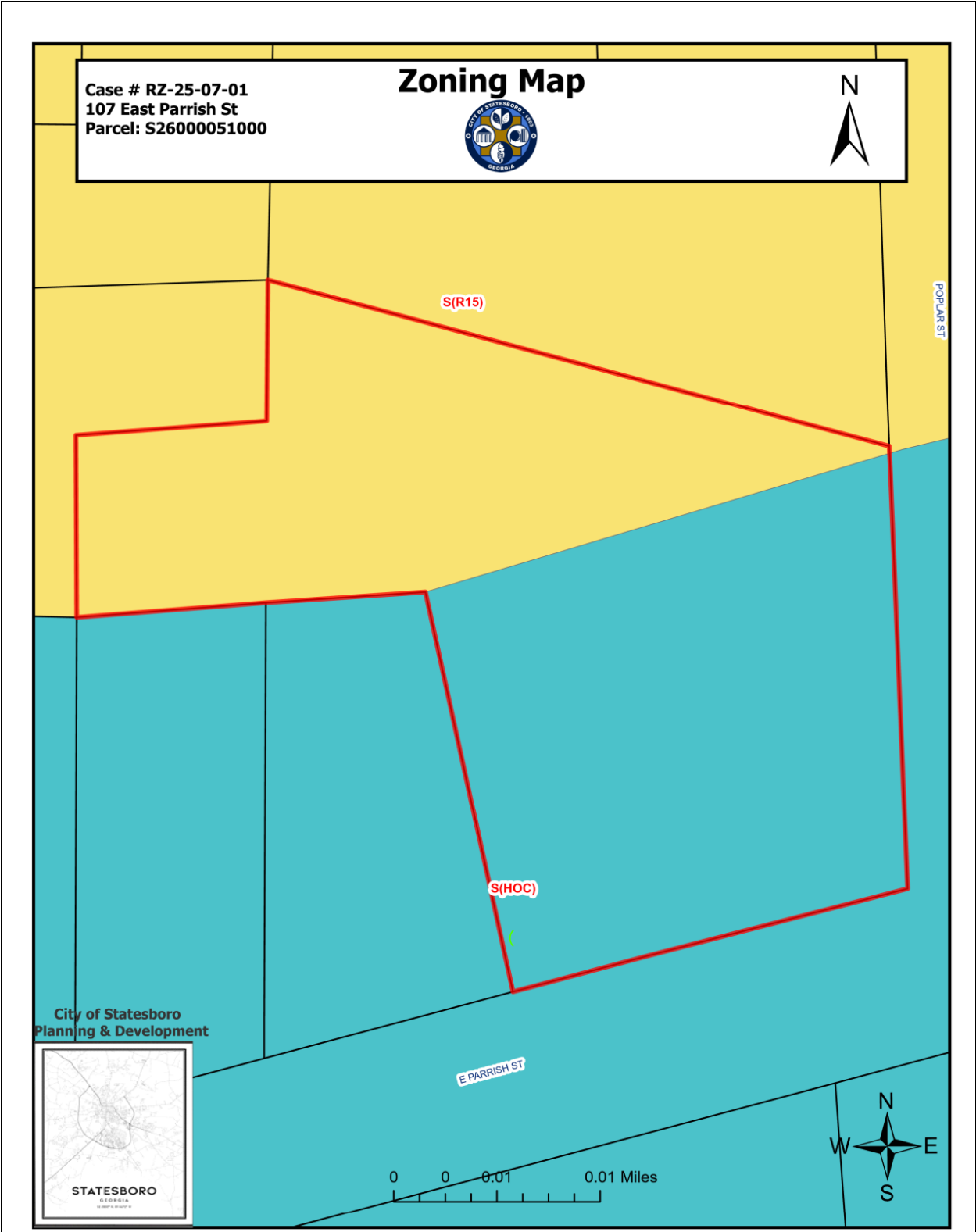
**City Council: August 19, 2025**

<b>STAFF/PLANNING COMMISSION RECOMMENDATION</b>
<b><u>RZ 25-07-01 CONDITIONAL APPROVAL</u></b>

DETAILED DISCUSSION	
<b>HISTORY</b>	
<p>The shopping center was constructed in approximately 1970. The two (2) storage warehouses were constructed at a later date. The storage warehouse farthest back on the property at one time was a different parcel which led to the split zone on this particular, now combined lot.</p>	
<b>REQUEST</b>	
<p>The petitioner is requesting a Zoning Map Amendment from two zoning districts; R-15 (One Household Residential) and HOC (Highway Oriented Commercial) to a single zone of HOC (Highway Oriented Commercial). The parcel consists of 0.95-acres comprised of a shopping center and two (2) storage warehouses. The property is on northwest corner of East Parrish Street and Poplar Street.</p>	







SURROUNDING LAND USES/ZONING		
Location	Zoning Information	Land Use
North	R-15 (One-Household Residential)	Single Family House
Northeast	R-15 (One-Household Residential)	Single Family House
East	HOC (Highway Oriented Commercial)	Retail
Northwest	R-15 (One-Household Residential)	Single Family House
Southeast	HOC (Highway Oriented Commercial)	Service Garage
South	HOC (Highway Oriented Commercial)	Convenience Store
Southwest	HOC (Highway Oriented Commercial)	Storage Warehouses
West	HOC (Highway Oriented Commercial)	Single Family House

SITE CHARACTERISTICS	
Overlay/District	None
Acreage	.95-acres (41,382.0 square feet)
Lot	Comprised of a shopping with associated parking and storage warehouses.
Flooding	There are no floodway and floodplain on the property. However, both are in close proximity on the adjacent lot.
Wetlands	No wetlands on the property.

SITE DETAILS
<p>The commercial/retail building and associated parking spaces sits along East Parrish Street. The shopping center has five (5) storefronts housing a variety of different businesses. One of the two storage warehouse abuts to the rear shopping center with its long side facing Poplar Street. The second storage warehouse is connected to the first warehouse building, with its short side facing Poplar Street and stretching back toward the northwest corner of the property. The space between the warehouse buildings and Poplar Street is a semi-paved driveway. There are no proposed changes to the site.</p>



## STAFF SUMMARY AND ANALYSIS

The subject site is a .95-acre lot with a commercial building and storage warehouses. The petitioner is requesting a Zoning Map Amendment to unify the parcel under one (1) zoning district of HOC (Highway Oriented Commercial) to allow the zoning to be consistent across the entire parcel. The HOC district is for establishments offering accommodations, supplies, or services to motorists, and for certain specialized uses such as retail outlets, extensive commercial amusements, and service establishments which, although serving the entire community and its trading area, do not and should not be encouraged in other retail commercial or nonretail commercial districts. The HOC districts ordinarily must be located on roads designated in the major thoroughfare plan as major highways. Here, the request is appropriate for the parcel and the surrounding area due to its prominent location on East Parrish Street/Highway 301 North.

*City of Statesboro 2024 Comprehensive Master Plan* shows this area as part of the “*Redevelopment Area*,” which is an area generally consistent with the Statesboro URP (Urban Redevelopment Plan) area and is an area where the city shall encourage redevelopment of underutilized parcels and neglected structures. Redevelopment within the area will generally be a medium density and will be characterized by pedestrian-oriented neighborhood scale development. This area may contain residential and no-residential uses.

The request is consistent with the comprehensive plan and the City of Statesboro development patterns and the revitalization efforts in the area. The parcel is surrounded by established neighborhoods and provides retail and commercial services that can be reached by pedestrians and motorists alike.

### **ENVIRONMENTAL SITE ANALYSIS**

The subject property does not have wetlands. There is no associated water retention pond.

### **COMMUNITY FACILITIES AND TRANSPORTATION**

The subject property is currently serviced by City Water or Sewer. In addition, there are Natural Gas and existing services behind the existing block building.

## **ZONING MAP AMENDMENT STANDARDS FOR DETERMINATION**

The Unified Development Code permits a zoning amendment subject to conditions if *“approved by the mayor and city council based upon findings that the use is consistent with adopted plans for the area and that the location, construction, and operation of the proposed use will not significantly impact upon surrounding development or the community in general.”*

The Zoning Procedures Law, specifically the “*Steinberg Criteria*” provides minimum standards for local governments to consider in the rezoning of properties. Those standards are as follows:

1. Will the zoning proposal permit a use that is suitable in view of the use and development of adjacent and nearby property?

Analysis: Yes, most of the parcel is already zoned HOC. The rezone would allow the entirety of the parcel to be consistent with the zoning map.

2. Will the zoning proposal adversely affect the existing use or usability of adjacent or nearby property?

Analysis: No, most of the parcel is already zoned HOC. The rezone would allow usability to be uniform across the whole parcel.

3. Does the property to be rezoned have a reasonable economic use as currently zoned?

Analysis: Yes, part of parcel fronting East Parrish is already HOC and has existing commercial businesses. The rezone would allow uniformity across the entire parcel.

4. The relative gain to the public, as compared to the hardship imposed upon the property owner.

Analysis: The site is within the Redevelopment Area as categorized in the Comprehensive Plan. Rezoning the parcel so it's no longer a split zone would allow the property owner develop the parcel in accordance with Unified Development Code and the Comprehensive Plan.

5. Are there other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal?

Analysis: No, it's the opinion of the Staff that proposed realign of zoning would be beneficial to the city.

6. Does the zoning proposal conform to the Long-Range Land Use Plan of the Municipality?

Analysis: It is Staff's opinion that the project conforms to the Comprehensive Plan due uniformity and consistency across the parcel.





Subject property; view of the property from the ROW on East Parrish Street, facing north.



View of the property to the east of the subject property, facing northeast.



View of the property to the west of the subject property from the ROW on East Parrish Street, facing northwest.



View of the property to the south of the subject property from the ROW on East Parrish Street, facing south.





View of the property to southwest of the subject property from the ROW on East Parrish Street, facing southwest.



View of the property to the southeast of the subject property from the ROW on East Parrish Street, facing southeast.

### STAFF/PLANNING COMMISSION RECOMMENDATION

Staff recommends **Approval of RZ 25-07-01** If this petition is approved the following enumerated condition(s) shall apply:

- (1) The approval of this zoning does not allow for the commencement of any work to the property without appropriate permitting.

At the regularly scheduled meeting of the Planning Commission on August 5, 2025, the Commissions recommended **Approval** of the application and staff conditions with a 7-0 vote.

# CITY OF STATESBORO

## COUNCIL

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



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

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

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

**From:** Justin Williams, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Unified Development Code: Zoning Map Amendment*

**Recommendation:** Planning Commission recommends Approval of the Zoning Map Amendment and staff conditions with a 7-0 vote.

**Background:** Hussey Gay Bell requests a Zoning Map Amendment of 1.72-acres from HOC (Highway Oriented Commercial) to R-2 (Townhouse Residential District) on the corner of Northbridge Drive and Highway 301 North for the development of townhomes (Tax Parcel# MS80000013 0C3).

**Budget Impact:** None

**Council Person and District:** Johnson (District 1)

**Attachments:** Zoning Services Report RZ 25-07-02 & RZ 25-07-03

# CITY OF STATESBORO

## COUNCIL

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**Policy Issue:** *Unified Development Code: Zoning Map Amendment*

**Recommendation:** Planning Commission recommends Approval of the Zoning Map Amendment and staff conditions with a 7-0 vote.

**Background:** Hussey Gay Bell requests a Zoning Map Amendment of 1.65-acres from HOC (Highway Oriented Commercial) to R-2 (Townhouse Residential District) on Highway 301 North for the development of townhomes (Tax Parcel# MS80000013 0C4).

**Budget Impact:** None

**Council Person and District:** Johnson (District 1)

**Attachments:** Zoning Services Report RZ 25-07-02 & RZ 25-07-03



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

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

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

<b>RZ 25-07-02 and RZ 25-07-03 ZONING MAP AMENDMENT REQUEST</b>	
<b>LOCATION:</b>	Highway 301 North
<b>PETITIONER/REPRESENTATIVE</b>	Haydon Rollins (Hussey Gay Bell)
<b>EXISTING ZONING:</b>	HOC (Highway Oriented Commercial District)
<b>PROPOSED ZONING:</b>	R-2 (Townhouse Residential District)
<b>OVERLAYS/DISTRICTS:</b>	N/A
<b>FUTURE LAND USE CLASSIFICATION</b>	Neighborhood Center
<b>TOTAL ACRES:</b>	3.37-acres (146,797.2 square feet)
<b>PARCEL TAX MAP #:</b>	MS80000013 0C3 and MS80000013 0C4
<b>COUNCIL DISTRICT:</b>	District 1 (Johnson)
<b>EXISTING USE:</b>	Vacant
<b>PROPOSED USE:</b>	Residential - Townhouses

**Planning Commission: August 5, 2025**

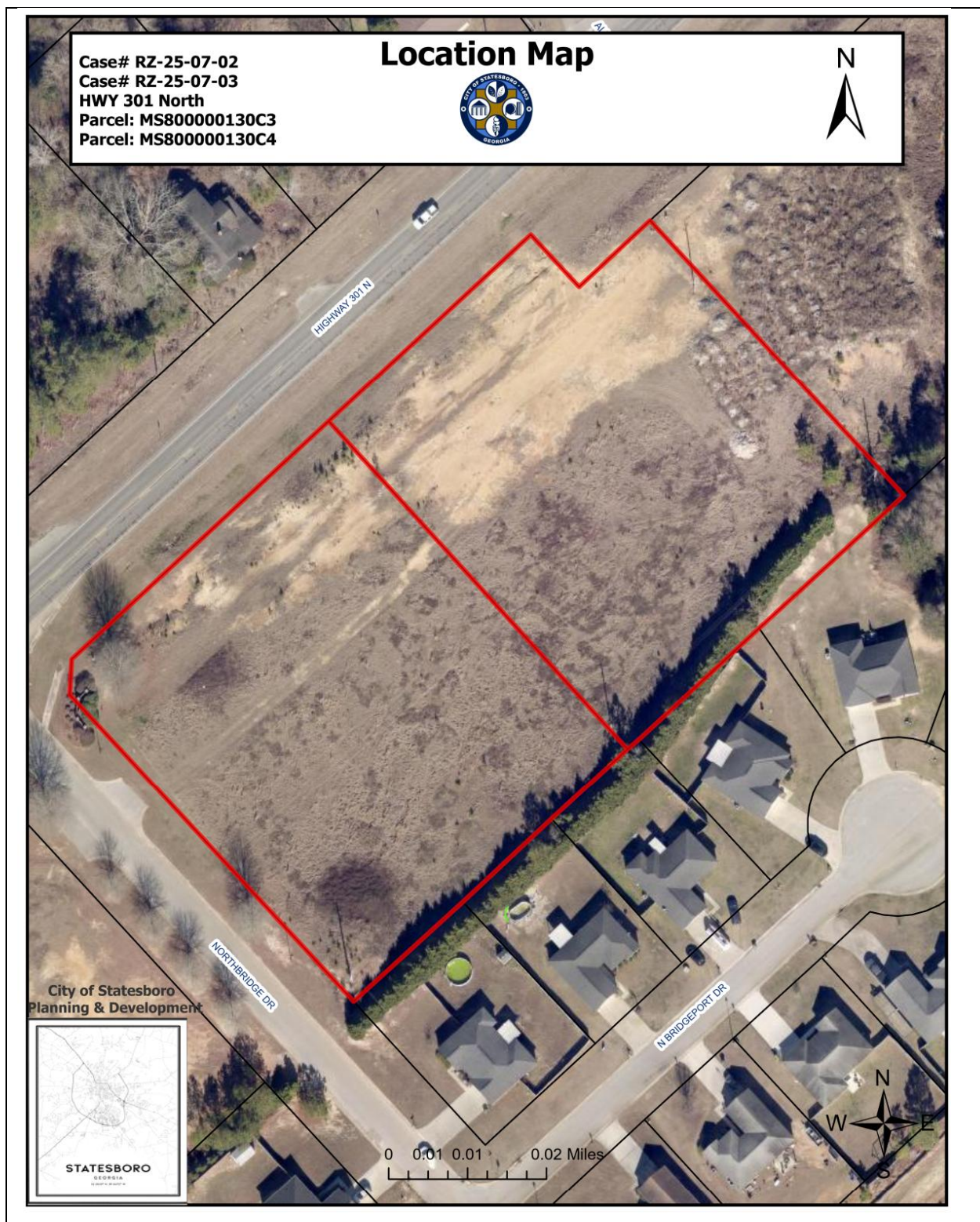
**City Council: August 19, 2025**

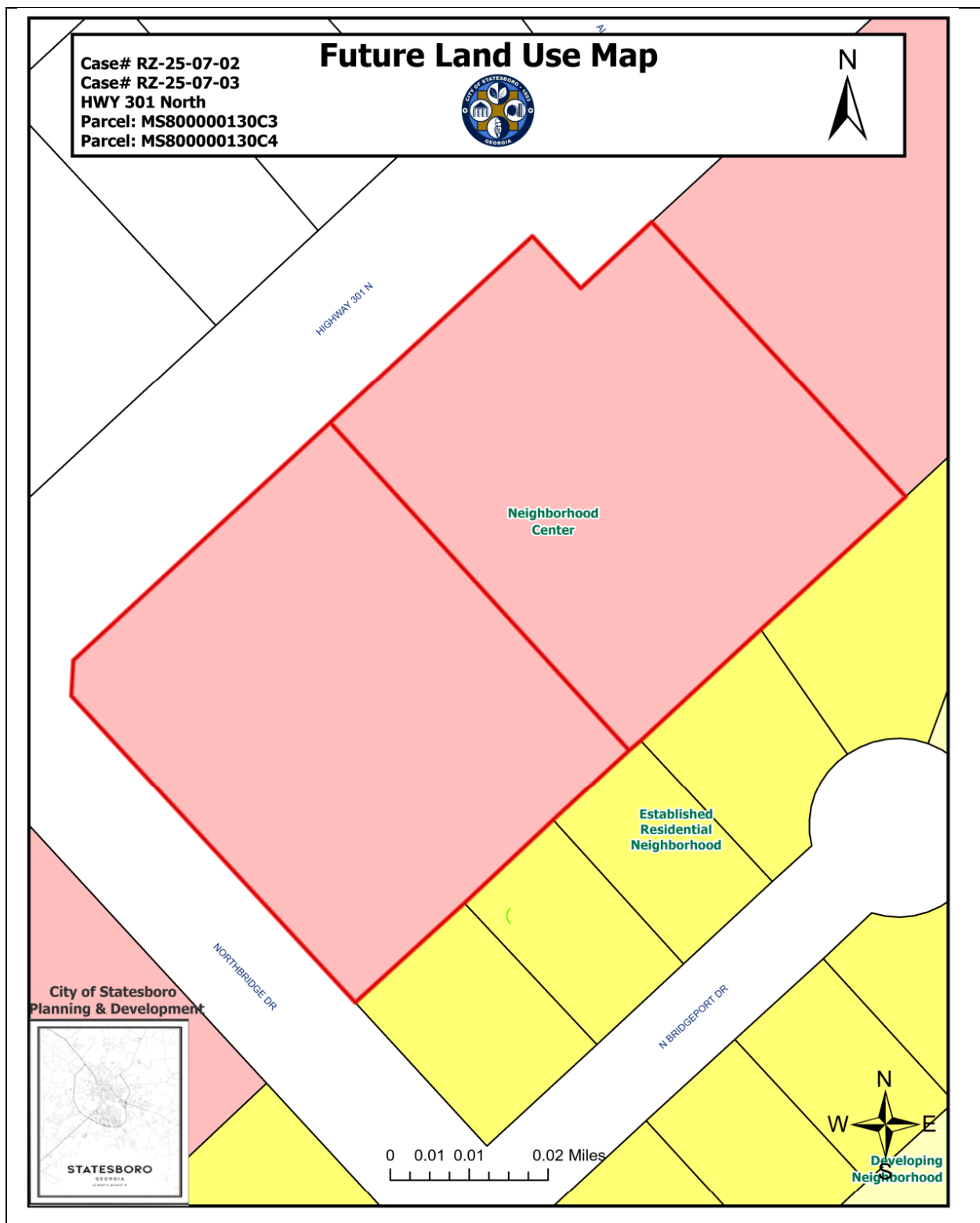
**STAFF/PLANNING COMMISSION RECOMMENDATION**

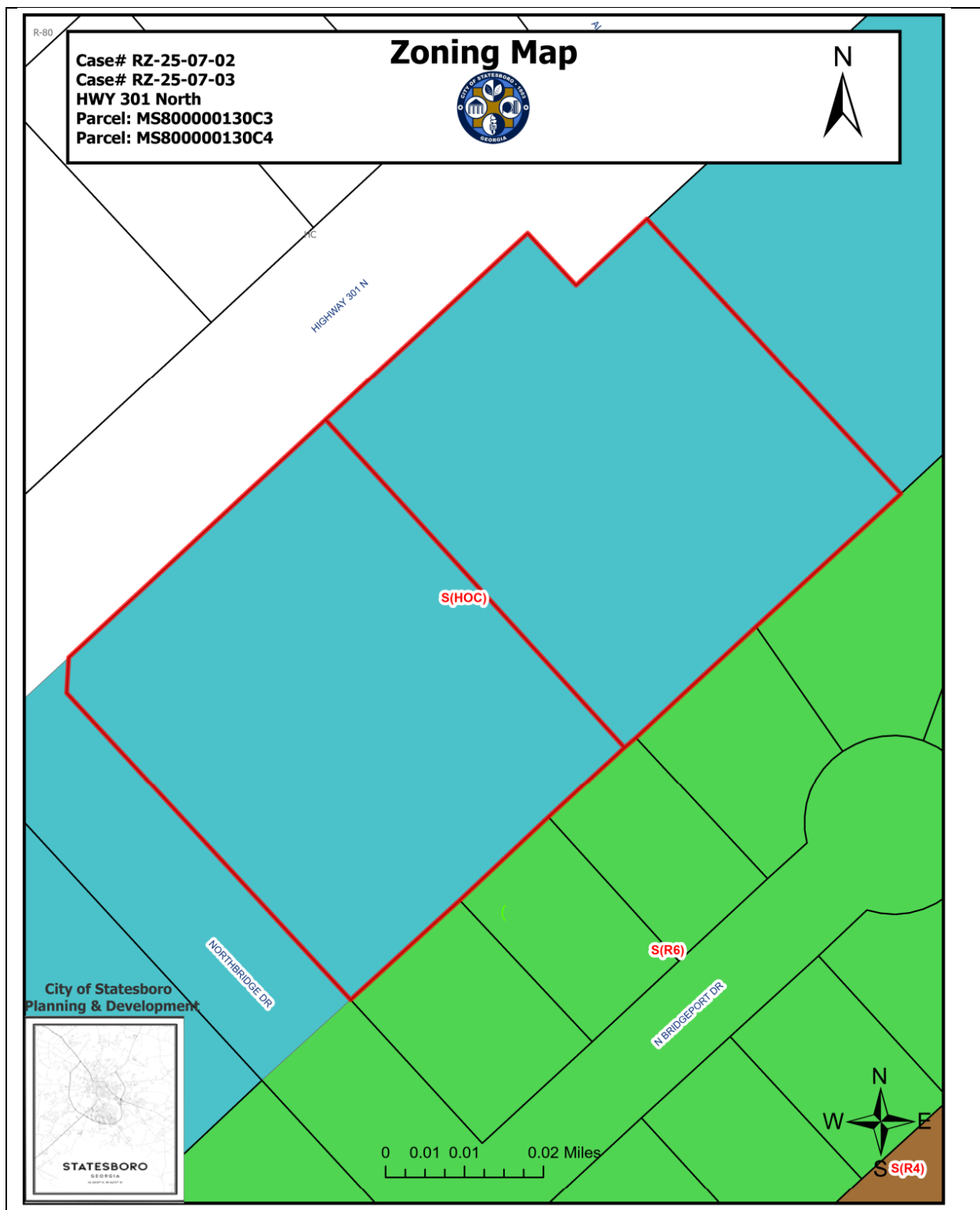
**RZ 25-07-02 and RZ 25-07-03- CONDITIONAL APPROVAL**

DETAILED DISCUSSION
<b>HISTORY</b>
<p>In March of 2007, the City received an annexation (Ordinance #2007-08) for a non-contiguous 87.3-acres, which was approved subsequently by the United States Department of Justice in May 2007. About the same time the annexation site was rezoned to R-10 and HOC. The 80.93-acres has since then been rezoned to R-6 (One-Household Residential) with development of a single-family home subdivision in 2008 and R-4 (High Density Residential District) which is currently undergoing development of houses. However, 3.00-acres to southwest of the subject site has remained zoned HOC (Highway Oriented Commercial).</p>
<b>REQUEST</b>
<p>The petitioner is requesting a Zoning Map Amendment from HOC (Highway Oriented Commercial District) to a R-2 (Townhouse Residential District). The proposed rezone is to combine two (2) parcels for a total of 3.37-acres on the northeast corner of Northbridge Drive and Highway 301 North for the development townhouses.</p>









SURROUNDING LAND USES/ZONING		
Location	Zoning Information	Land Use
North	Bulloch County HC (Highway Commercial)	Abandoned Apartments
Northeast	HOC (Highway Oriented Commercial)	Vacant
East	R-6 (One Household Residential)	Residential
Northwest	Bulloch County HC (Highway Commercial)	Convenience Store
Southeast	R-6 (One-Household Residential) and R-4 (High Density Residential District)	Residential
South	R-6 (One-Household Residential) and R-4 (High Density Residential District)	Residential
Southwest	HOC (Highway Oriented Commercial)	Vacant
West	Bulloch County HC (Highway Commercial)	Motel

SITE CHARACTERISTICS	
Overlay/District	None
Acreage	3.37-acres (146,797.2 square feet)
Lot	Most cleared, vacant land.
Flooding	No floodplain. No floodway
Wetlands	There are no wetlands on this property. There are wetlands to northeast of the said parcel.
Easements	There is 50' access easement and 20' utility easement along Highway 301 north.



**CONCEPT PLAN**



## SITE DESIGN AND LAYOUT

The proposed project consists of 3.37-acres comprised of the following:

### Townhouses

Proposed to be thirty (30) dwelling units with associated parking.

### Roadways and Access

The proposed project is for a townhouse subdivision with one public or private road with one (1) access point from Northbridge Drive. There is no direct access to Highway 301 north. Additionally, the road ends in a cul-de-sac.

The project proposes five (5) foot wide sidewalks to be provided within the community.

### Infrastructure/Public Utilities

The project is planning to connect to City of Statesboro utilities. In addition, the project is planning to build a detention pond for this specific site.

### Amenity Space

There is amenity space proposed in order to fulfill the requirement for R-2 zoning, the specifics of the amenity space is unknown at the time of writing this staff report.

## SITE DESIGN DETAILS

### R-2 Townhouse Residential District

<u>Required</u>		<u>Proposed</u>
Maximum Building Height	35 feet	35 feet
Setbacks:		
Front yard:	20 feet	20 feet
Side yard:	10 feet for each side	20 feet (between buildings)
Rear yard:	20 feet	20 feet
Minimum Amenity Space Development less than five (5) acres:	Five (5) percent	Five (5) percent
Buffer:	10 feet perimeter of the site	10 feet perimeter of the site
Parking:		
Per bedroom:	Two (2) per dwelling unit	Two (2) per dwelling units
Guest parking:	1 visitor space per 10 dwelling units	One (1) per 10 dwelling units

Additional Dimensional Standards:	Maximum residential density of twelve (12) units per acre	8.90 units per acre
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## STAFF SUMMARY AND ANALYSIS

The subject sites are mostly vacant lots for which the petitioner is requesting a Zoning Map Amendment from HOC (Highway Oriented Commercial District) to R-2 (Townhouse Residential District).

The proposed site's physical characteristics and conditions are appropriate for residential development. The surrounding area of the project site is an area of varying residential densities and the proposed rezone is compatible with the established districts. There is a single-family residential subdivision that abuts to the south of the proposed project site, which the proposed project would have little impact to. The request is consistent with the City's development patterns, by offering residential units that help establish the trending patterns of growth in this specific area.

*City of Statesboro 2024 Comprehensive Master Plan* shows this area as a part of the "Neighborhood Center," which is an area that is characterized by a blend of low to medium, density neighborhood scale development that may be commercial, office or mixed-use, with some residential. Additionally, it is adjoined to the south by "Establish Residential Neighborhood and Developing Neighborhood," which are areas that are primarily residential neighborhoods that have been developed with low to medium density including single-families, townhouses, or other residential developments.

The proposed project is consistent with the Comprehensive Plan, with applicable densities and appropriate uses per the Future Land Use map. Additionally, this request moves towards a Comprehensive Plan goal of the increase of new housing options within the city limits.

### **ENVIRONMENTAL SITE ANALYSIS**

The subject property does not have wetlands. Additionally, there are no other wetland impacts from adjacent properties.

### **COMMUNITY FACILITIES AND TRANSPORTATION**

The subject property is currently not serviced by City Water or Sewer, but water and sewer are both available. However, if any existing utilities on site, may change with potential elevations of valves,

manholes or fire hydrant will need to be adjusted to new grade. In addition, Natural Gas is not readily available for this project.

### **ZONING MAP AMENDMENT STANDARDS FOR DETERMINATION**

The Unified Development Code permits a zoning amendment subject to conditions if “*approved by the mayor and city council based upon findings that the use is consistent with adopted plans for the area and that the location, construction, and operation of the proposed use will not significantly impact upon surrounding development or the community in general.*”

The Zoning Procedures Law, specifically the “*Steinberg Criteria*” provides minimum standards for local governments to consider in the rezoning of properties. Those standards are as follows:

1. Will the zoning proposal permit a use that is suitable in view of the use and development of adjacent and nearby property?

Analysis: Yes, there are recent growth developments to the south of the proposed project site of single-family houses.

2. Will the zoning proposal adversely affect the existing use or usability of adjacent or nearby property?

Analysis: No, the properties in surrounding area are established neighborhoods with single family houses.

3. Does the property to be rezoned have a reasonable economic use as currently zoned?

Analysis: Yes, it does. However, the established neighborhoods to south of said parcels, commercial development would fall out of alignment with growth pattern of area on Highway 301. This specific part of Highway 301 North has transitioned from commercial to residential.

4. The relative gain to the public, as compared to the hardship imposed upon the property owner.

Analysis: The site is within Neighborhood Center as categorized in the Comprehensive Plan. It is believed that development of the proposed project would meet housing shortages in the city.

5. Are there other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal?

Analysis: No, it's the opinion of Staff that the proposed development would improve housing options in the area.

6. Does the zoning proposal conform to the Long-Range Land Use Plan of the Municipality?

Analysis: It is Staff's opinion that the project conforms to the Comprehensive Plan due to the proposed project and associated development area.





Subject property: view of from the ROW on Highway 301 North, facing south.



Property to west of the subject property from the ROW of Highway 301 North, facing west.



Property to northeast of the subject property from the ROW of Highway 301 North,  
facing northeast



Property to the east of the subject property from the ROW of Highway 301 North, facing  
southeast





Property to the north of the subject property from the ROW of Highway 301 North, facing north.



Property to the northwest of the subject property from the ROW at the intersection of Northbridge Drive and Highway 301 North, facing northwest

### STAFF/PLANNING COMMISSION RECOMMENDATION

Staff recommends **Approval of RZ 25-07-02 and RZ 25-07-03.** If this petition is approved the following enumerated condition(s) shall apply:

- (1) All HOA and restrictive covenants must be submitted to the City prior to issuance of any certificates of occupancy.

At the regularly scheduled meeting of the Planning Commission on August 5, 2025, the Commissions recommended **Approval** of the application and staff conditions with a 7-0 vote.

# CITY OF STATESBORO

## COUNCIL

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



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

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

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

**From:** Justin Williams, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Resolution 2025-21: A Resolution Adopting Section 3 Policies as a requirement for the Community HOME Investment Program*

**Recommendation:** Staff recommends Approval of Resolution 2025 - 21

**Background:** As a requirement for all recipients of CHIP Grant funds, the City of Statesboro shall pass a resolution adopting Section 3 policies, specifying that economic opportunities generated by HUD activities are extended to low and very low-income persons.

**Budget Impact:** None

**Council Person and District:** All

**Attachments:** Resolution 2025-21 & Associated Policy

**RESOLUTION 2025-21: ADOPTION OF SECTION 3 POLICY FOR COMMUNITY HOME  
INVESTMENT PROGRAM (CHIP) GRANT**

**WHEREAS**, the City of Statesboro has been awarded funding through the U.S. Department of Housing and Urban Development (HUD) under the Community HOME Investment Program (CHIP) to support housing initiatives; and

**WHEREAS**, Section 3 of the Housing and Urban Development Act of 1968, as amended, requires that employment and other economic opportunities generated by certain HUD financial assistance be directed, to the greatest extent feasible, toward low- and very low-income persons—particularly those who are recipients of government housing assistance—and to business concerns that provide economic opportunities to such persons; and

**WHEREAS**, the Georgia Department of Community Affairs (DCA) requires compliance with Section 3 obligations for all CHIP-funded activities; and

WHEREAS, the City of Statesboro has developed a Section 3 Policy to ensure compliance with federal and state regulations and to promote economic opportunities for low-income residents and Section 3 business concerns;

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

1. Adoption of Policy: The City of Statesboro hereby adopts the Section 3 Policy for CHIP-funded activities as presented in the document titled Section 3 Policy.docx.
2. Implementation: City staff are hereby directed to implement the Section 3 Policy in all applicable CHIP-funded housing construction and rehabilitation projects in accordance with HUD and DCA requirements.
3. Notification and Outreach: The City shall ensure that contract opportunities are posted in accordance with the policy and that Section 3 business concerns and residents are notified and encouraged to participate.
4. Monitoring and Compliance: The City shall maintain documentation of compliance efforts and respond to any complaints in accordance with the procedures outlined in the policy.
5. Effective Date: This Resolution shall become effective immediately upon its adoption.

Adopted this 19<sup>th</sup> day of August, 2025.

---

Jonathan McCollar, Mayor

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Attest: Leah Harden, City Clerk





# **City of Statesboro**

50 E. Main Street  
Statesboro, GA 30458

## **Section 3 Policy for GA DCA CHIP Funded Activities**

## **Community HOME Investment Program (CHIP)**

### **Recipient Section 3 Policy**

#### **Background on the Section 3 Regulation:**

The purpose of Section 3 of the Housing and Urban Development Act of 1968, as amended by Section 915 of the Housing and Community Development Act of 1992 (Section 3), is to "ensure that employment and other economic opportunities generated by certain HUD financial funding shall, to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be directed toward low and very low-income persons, particularly those who are recipients of government funding for housing and to Business Concerns which provide economic opportunities to low- and very low-income persons."

Consistent with 24 CFR Part 135, as a recipient of HUD Housing and Community Development Funding, the State of Georgia Department of Community Affairs (DCA) requires fulfillment of Section 3 obligations on all contracts subject to 24 CFR Part 135 that make use of that assistance. These policies are implemented for contract amounts as specified in 24 CFR Part 135 whether it is designated as housing construction, housing rehabilitation, lead based paint abatement, or other public construction project. DCA works to ensure the provision of employment, training, contracting, and other economic opportunities to low-income persons. In doing so, DCA utilizes Section 3 as a means of promoting stability and self-sufficiency of Section 3 Residents. Implementation procedures may be amended periodically by DCA to insure that the policy requirements are being met and/or to enhance the efficiencies of compliance.

#### **Applicability:**

Section 3 requirements apply to all housing rehabilitation and housing construction projects for which the State recipient or sub recipient's award exceeds \$200,000. All CHIP grants are for \$300,000 or more therefore all State recipient or sub recipient are responsible for awarding contracts, to the greatest extent feasible, to Section 3 business concerns.

Housing construction contractors receiving more than \$100,000 must, to the greatest extent feasible, hire Section 3 workers. Note that most CHIP construction projects are less than \$50,000 therefore this requirement does not apply to those construction contractors.

**For complete information about Section 3 requirements review the DCA Section 3 Policy.**

**Section 3 residents are either:**

- A public housing resident; or
- An individual who resides in the area in which the Section 3 covered assistance is expended, and who is a low-income person whose household income does not exceed 80% of the average median income for the area or a very low-income person whose household income does not exceed 50% of the average median income for the area as per Section 3(b) (2) of the U.S. Housing Act of 1937 (1937 Act).

## **CHIP Recipient Section 3 Operational Procedure**

This operating procedure is designed to achieve and maintain compliance with the Housing and Urban Development Act of 1968, as amended by Section 915 of the Housing and Community Development Act of 1992 (Section 3),

These procedures applies to CHIP grantees with construction contracts less than \$100,000 per project. For construction contracts greater than \$100,000 the grantee will contact DCA CHIP staff to include additional responsibilities for the contractors.

### **Notification:**

The grantee agrees to post the CHIP contract opportunities in a minimum of three (3) community sources listed below that are generally available to Section 3 businesses, low income residents and the general public at least once during the contractor solicitation period and document where and when these notices were posted for a future DCA monitoring visit. DCA recommends that all such posting periods shall last at least one calendar week. All notices must state that the contract opportunity is a "Section 3 Covered Contract and that Section 3 Business Concerns are encouraged to apply."

- A. The local community newspaper
- B. The most widely distributed newspaper
- C. Company or agency website
- D. The management office of the local housing authority, or homeless service agency, or local low income housing community
- E. Local Workforce Board (i.e. Georgia Department of Labor)
- F. Local Office of the Georgia Division of Family and Children Services
- G. Local Offices of the Georgia Department of Public Health H) Dodge Room  
<http://www.construction.com/dodge/dodge.asp>
- H. Other locations as approved by DCA.

### **Check the HUD Section 3 Business Registry:**

The grantee agrees to check the HUD Section 3 Business Registry to determine if there are any Section 3 businesses in the County where the work will be performed. If there are Section 3 businesses in the County that may be able to perform the work, the grantee will provide a copy of the contracting opportunity(ies) (e.g., bid notices) to the Section 3 businesses.

HUD Section 3 Business Registry:

<https://portalapps.hud.gov/Sec3BusReg/BRegistry/SearchBusiness>

**For CHIP Subrecipients that are Public Housing Authorities:**

Public Housing Authorities must determine if the work may be performed by a Resident Owned Businesses (ROB's) under the 24 CFR Part 963.12 Alternative Procurement Method. Keep in mind, a qualified ROB can be one that is a Joint Venture Partnership where a non-ROB can participate at no more than 49% ownership, operations and profit. A statement where both parties have committed to these terms is required as validation of ROB status.

**Complaints and Compliance:**

The grantee agrees to notify any Section 3 resident or business concern that feels that the Section 3 regulations were not complied with that they may file a complaint directly to the Assistant Secretary for Fair Housing and Equal Opportunity at the following address (or as otherwise directed by HUD):

Assistant Secretary for Fair Housing and Equal Opportunity  
U.S. Department of Housing and Urban Development  
Regional Field Office  
40 Marietta Street, NW  
Atlanta, Georgia 30303

The complaint must be in writing and be received within 180 days from the date of the action upon which the complaint is based. It should include the complainant's name and address, the recipient, sub-recipient's or contractor's name and address, and a description of the acts in question. The complainant will receive a response from HUD within 10 days in which further investigation will be explained.

# CITY OF STATESBORO

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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, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Resolution 2025-22: A Resolution Adopting the Language Access Plan for the Community HOME Investment Program*

**Recommendation:** Staff Recommends Approval of Resolution 2025 - 22

**Background:** As a requirement for all recipients of CHIP Grant funds, the City of Statesboro shall pass a resolution adopting an update to the Language Access Plan. This document was last updated in the 2022 CDBG EIP Grant cycle.

**Budget Impact:** None

**Council Person and District:** All

**Attachments:** Resolution 2025 - 22 & Plan

## RESOLUTION 2025-22: ADOPTION OF LANGUAGE ACCESS PLAN

**WHEREAS**, the City of Statesboro has been awarded a Fiscal Year 2025 Community HOME Investment Program (CHIP) Grant Number 2025 from the State of Georgia Department of Community Affairs (DCA) Office of Community Housing Development; and

**WHEREAS**, the City of Statesboro CHIP grant is for the purpose of assisting low- and moderate-income people with housing improvements.

**THEREFORE BE IT RESOLVED**, that the City of Statesboro's Mayor and Council Members have adopted a Language Access Plan (LAP) pursuant to the requirement of Title VI of the Civil Rights Act of 1964 and Executive Order (EO) 13166, it will take timely and reasonable steps to provide Limited English Proficient (LEP) persons with Meaningful Access to programs and activities funded by the federal government and awarded by DCA. Access to this program and services will not be impeded as a result of an individual's inability to speak, read, write or understand English.

**THEREFORE BE IT FURTHER RESOLVED**, by the Mayor and Council Members that the adoption of the Language Access Plan (LAP) will be used to provide language assistance with the respect to ensure persons with Limited English Proficiency (LEP) gain access to the City programs and services.

Adopted By:

\_\_\_\_\_  
Jonathan McCollar, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest: Leah Harden, City Clerk

\_\_\_\_\_  
Date





# **City of Statesboro**

50 E. Main Street  
Statesboro, GA 30458

## **LANGUAGE ACCESS PLAN**

for

**Community Home Investment Partnership (CHIP) Program  
Funded Activities**

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# LANGUAGE ACCESS PLAN

## I. GENERAL INFORMATION

Prepared By: Coastal Regional Commission  
1181 Coastal Drive SW, Darien, GA 31305  
(912) 580-8912  
Mail to: [planning@crc.ga.gov](mailto:planning@crc.ga.gov)

List of Current Applicable HUD Funded Grants/Programs (to be automatically amended as projects are funded):

1. Grantee: City of Statesboro, GA  
CHIP Grant Number: 2025-115  
Target Area: Project located in the Johnson Street neighborhood  
Census Tract 1104.01: 2.3% LEP
2. Grantee: City of Statesboro, GA  
LIHTC Grant Number: 2024-021  
Target Area: Project is located in the MLK neighborhood

This *Language Access Plan* has been prepared to address the City of Statesboro's responsibilities as a recipient of Federal financial assistance as they relate to the needs of individuals with limited English language skills.

The plan has been prepared to ensure compliance with Title VI of the Civil Rights Act of 1964, and its implementing regulations. The City of Statesboro must take reasonable steps to ensure meaningful access to their programs and activities by persons with Limited English Proficiency (LEP).

Executive Order 13166, titled *Improving Access to Services for Persons with Limited English Proficiency*, indicates that differing treatment based upon a person's inability to speak, read, write or understand English is a type of national origin discrimination. It directs each agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive Federal funds, including the City of Statesboro.

The City of Statesboro has developed this *Language Access Plan* to help identify reasonable steps for providing language assistance to persons with Limited English Proficiency (LEP) who wish to access services provided through Federal or State programs. As defined by Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English. This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

In order to prepare this plan, the City of Statesboro used a four-factor LEP analysis which considers the following factors:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the City of Statesboro programs, activities or services;
2. The frequency with which LEP persons come in contact with the City of Statesboro programs, activities or services;
3. The nature and importance of the City of Statesboro programs, activities or services provided by the City of Statesboro to the LEP population; and
4. The resources available to the City of Statesboro and overall cost to provide LEP assistance.

## **SAFE HARBORS**

In accordance with Safe Harbors for LEP, the City of Statesboro will translate written documents for groups that are at least 5% of the population eligible (and more than 50 persons) or 1,000 persons, whichever is less. If there are fewer than 50 persons in a language group that reaches the 5% trigger above, the City of Statesboro will not translate the vital written materials, but provides written notice in the primary language of the LEP group of the right to receive competent oral interpretation of those written materials, free of cost.

The size of the language group determines the recommended provision for written language assistance.

<b>Size of Language Group</b>	<b>Recommended Provision of Written Language Assistance</b>
1,000 or more in the eligible population	Translated vital documents
More than 5% of the eligible population or beneficiaries and more than 50 in number	Translated vital documents
More than 5% of the eligible population or beneficiaries and 50 or less in number	Translated written notice of right to receive free oral interpretation of documents.
5% or less of the eligible population or beneficiaries and less than 1,000 in number	No written translation is required.

## **II. MEANINGFUL ACCESS: FOUR-FACTOR ANALYSIS**

### **1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the programs, activities or services.**

The City of Statesboro staff reviewed DCA's LEP Census Data Mapping Tool and Table S1601 in the 2023 American Community Survey 5-year estimates and determined that of the population of 32,235 persons over 5 years of age, 1,947 persons in the City of Statesboro (6.1% of the total population) speak a language other than English. Of those 1,947 persons, 418 persons (1.3 % of the total population) have limited English proficiency; that is, they speak English less than "very well". In the City of Statesboro, of those 418 persons with limited English proficiency, 359 persons speak Spanish, 11 persons speak Indo- European, 41 persons speak Asian & Pacific, and 7 persons speak other languages\*

This does not meet the threshold described above for translating vital documents or translated written notice of right to receive free oral interpretation of documents. Oral Interpretation Services are available for clients upon request.



Frequency of Interaction: Daily For Daily Activities:

- a. When interacting with the public by telephone;
- b. When interacting with the public during office visits; and
- c. When interacting with the public during field visits.

Frequency of Interaction: Annually

For Grant Projects:

- a. When notifying the public about a grant award application and its proposed activities;
- b. When notifying the public about the grant award and its funded activities;
- c. When seeking applicants to participate in the program (e.g., when seeking homeowners for rehabilitation assistance);
- d. When seeking qualified contractors;
- e. When working with homeowners selected for assistance;
- f. When seeking bids from builders to construct the homes; and
- g. When notifying the public about the grant award closeout and its accomplishments.

Typically, engagement with the public occurs for HUD CHIP programs in three (3) year cycles during grant award (through application intake), grant construction activities (individual engagement if required) and during grant closeout.

### **3. The nature and importance of programs, activities or services provided by the City of Statesboro to the LEP population.**

Housing plays a critical role in maintaining the quality of life. The City of Statesboro is committed to ensuring access to safe, sanitary, and affordable housing for our eligible clients. Outreach throughout the community helps to ensure awareness of our programs. The City's population-98.4% speaks English. Other than English-speaking individuals, City staff are most likely to encounter Spanish-speaking LEP individuals through office visits, and phone conversations. Upon client request, the City of Statesboro will provide oral interpreters using bilingual employees or qualified contract interpreters. To date, all LEP individuals have provided their own interpreter-a child or friend.

Nature of the Program(s): Community Home Investment Program (CHIP)

Construction of homes in the City Limits of the City of Statesboro.

Importance of the Program, Activities or Services: Denial or delay of access to services and information concerning the HUD CHIP would not have serious or life-threatening implications for the LEP individual.

### **4. The resources available to the City of Statesboro, and overall cost to provide LEP assistance.**

The City of Statesboro reviewed its available resources that could be used for providing LEP assistance, including which of its documents would be most valuable to be translated if the need should arise. An "I Speak" card/poster will be made available to determine needed language translations. A notice (see below) will be posted in all public meeting and event notices regarding



who to contact should language assistance be needed. Language translation, if needed, would be provided through the available bi-lingual staff and/or the Language Line Solutions 1-800-752-6096 (or similar service) for which the City of Statesboro would pay a fee.

### **III. LANGUAGE ASSISTANCE**

A person who does not speak English as their primary language and who has a limited ability to read, write, speak or understand English may be a Limited English Proficient person and may be entitled to language assistance with respect to City of Statesboro services. Language assistance can include interpretation, which means oral or spoken transfer of a message from one language into another language and/or translation, which means the written transfer of a message from one language into another language.

The Name of the individual at the City of Statesboro responsible for coordination of LEP Compliance is:

Jermaine Foster  
50 E. Main Street  
Statesboro, GA 30458  
912-764-5468

How the City of Statesboro staff may identify an LEP person who needs language assistance:

- Post notice of LEP Plan and the availability of interpretation services free of charge in languages LEP persons would understand;
- Add statement (see below) to public meeting and event notices;
- All City of Statesboro staff will be informally surveyed periodically on their experience concerning any contacts with LEP persons during the previous year; and
- When City of Statesboro staff conduct a Public Hearing, an informational meeting or event, a staff person may greet participants as they arrive. By informally engaging participants in conversation it is possible to gauge each attendee's ability to speak and understand English. Although translation may not be able to be provided at the event (unless previously requested) it will help identify the need for future events; and
- Language Identification Cards/Posters will be used as necessary to determine a client's language needs.

**Language Assistance Measures-**Although there is a small percentage in Statesboro of eligible LEP households, that is, persons who speak English "not well" or "not at all", it will strive to offer the following measures:

1. City of Statesboro staff will take reasonable steps to provide the opportunity for meaningful access to LEP clients who have difficulty communicating English.

2. The following resources will be available to accommodate LEP persons:

- Interpreters for the Spanish and Asian and Pacific Island languages, or other languages, if available, will be provided within a reasonable time period; or
- Language interpretation, particularly in emergency situations, will be accessed through Language Line Solutions at 1-800-752-6096 (or similar service).

3. Language Identification Cards/Posters will be used as necessary to determine a client's language needs.

4. The following statements will be added to public meeting and event notices:

"Persons with special needs relating to handicapped accessibility or foreign language should contact Jermaine Foster at 912-764-5468. J e r m a i n e can be located at the Statesboro City Hall, 50 E. Main Street, GA 30458, and is available between the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, except holidays. Persons with hearing disabilities may consider using the Georgia Relay Service, at (TDD) 1-800-255-0056 or (Voice) 1-800-255-0135."

5. As City of Statesboro documents are reprinted the following statement will be added in English and Spanish:

"If you require a free oral interpretation in a language other than English, please call 912-496-7332."

"Si necesita una interpretación oral libre en un idioma que no sea Ingles, por favor llame al 912-496-7332."

#### **IV. STAFF TRAINING**

The following training will be provided to all City of Statesboro staff:

- Information on the Title VI Policy and LEP responsibilities;
- Description of language assistance services offered to the public;
- Documentation of language assistance requests; and
- How to handle a potential Title VI/LEP complaint.

All contractors, subcontractors and sub-recipients performing work for or receiving Federal funds for City of Statesboro projects will be required to follow the Title VI/LEP guidelines.

#### **V. TRANSLATION OF DOCUMENTS**

- The City of Statesboro weighed the cost and benefits of translating documents for potential LEP groups. Considering the expense of translating the documents, the likelihood of frequent changes in documents and other relevant factors, at this time no documents require translation.
- Due to the relatively small eligible local LEP population, the City of Statesboro does not have a formal outreach procedure in place at this time. Translation resources have been identified. When and if the need arises for LEP outreach, the City of Statesboro will consider the following option:

-When staff prepares a document, or schedules a meeting, for which the target audience is expected to include LEP individuals, then relevant documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population, if requested.

## **VI. MONITORING AND UPDATING THE LAP PLAN**

The City of Statesboro will update the LAP Plan as required. At a minimum, the plan will be reviewed and updated every five years using American Fact Finder for census information, or when it is clear that higher concentrations of LEP individuals are present in the City of Statesboro. Updates will include the following:

- The number of documented LEP person contacts encountered annually;
- How the needs of LEP persons have been addressed;
- Determination of the current LEP population in the service area;
- Determination as to whether the need for translation services has changed;
- Determine whether local language assistance programs have been effective and sufficient to meet the need;
- Determine whether the City of Statesboro's financial resources are sufficient to fund language assistance resources needed;
- Determine whether the City of Statesboro fully complies with the goals of this LAP Plan; and
- Determine whether complaints have been received concerning the agency's failure to meet the needs of LEP individuals.

## **VII. DISSEMINATION OF THE CITY OF STATEBORO'S LAP PLAN**

The LAP Plan will be on the City of Statesboro's website page and provided to anyone requesting the information.

## **VIII. RECORDS**

The City of Statesboro will maintain records in the City Clerk's office regarding its efforts to comply with Title VI LEP obligations. These records will be reviewed periodically and open to the public in an effort to improve service.

## **IX. COMPLAINTS/FINDINGS**

Any person who believes they have been denied the benefits of this LAP or that the City of Statesboro has not complied with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000(d) and Executive Order 13166 regulations may file a complaint with the City LAP Coordinator. The City LAP Coordinator may be the first point of contact for any complaints or appeals, but the GA DCA LAP Coordinator must be informed of all complaints and appeals regarding GA DCA/HUD programs. The LAP Coordinator will provide oversight of the complaint/appeal resolution process. To file a complaint, submit the written complaint to:

Jermaine Foster  
City of Statesboro  
50 E. Main Street  
Statesboro, GA 30458  
(912) 764-5468

Or for GA DCA/HUD funded programs:

DCA 504 Coordinator  
60 Executive Park South, N.E.  
Atlanta, Georgia 30329-2231  
[fairhousing@dca.ga.gov](mailto:fairhousing@dca.ga.gov)

## **X. AVAILABLE FEDERAL LEP RESOURCES**

HUD's LEP Website:

<http://www.hud.gov/offices/fheo/lep.xml>

Federal LEP Website:

<http://www.lep.gov/>

LEP and Title VI Videos:

<http://www.lep.gov/video/video.html>

"I Speak" Card:

<http://www.lep.gov/ISpeakCards2004.pdf>

# CITY OF STATESBORO

## COUNCIL

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



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

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

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

**From:** Justin Williams, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Resolution 2025-23: A Resolution Adopting an MBE/WBE Outreach Plan for HOME-assisted housing projects.*

**Recommendation:** Staff Recommends Approval Resolution 2025-24.

**Background:** As a requirement for all recipients of CHIP Grant funds, the City of Statesboro shall pass a resolution adopting a Minority and Women's Business Enterprise Outreach Plan.

**Budget Impact:** None

**Council Person and District:** All

**Attachments:** Resolution 2025-23 & Plan

**RESOLUTION 2025-23: A RESOLUTION ADOPTING A MINORITY AND  
WOMEN'S BUSINESS ENTERPRISE (MBE/WBE) OUTREACH PLAN**

**WHEREAS**, the City of Statesboro is committed to ensuring equal opportunity and nondiscrimination in the awarding of contracts related to the development of affordable housing; and

**WHEREAS**, the City of Statesboro recognizes the importance of promoting the participation of Minority-Owned Business Enterprises (MBEs) and Women-Owned Business Enterprises (WBEs) in its HOME-assisted housing projects; and

**WHEREAS**, the City has developed a comprehensive MBE/WBE Outreach Plan consistent with the policies and procedures of the Georgia Department of Community Affairs (DCA) and the objectives of Executive Orders 11625, 12432, and 12138; and

**WHEREAS**, this plan outlines procedures for outreach, solicitation, contracting, record-keeping, compliance, and corrective actions to be taken by the City and its partners;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Statesboro, Georgia, that the City of Statesboro hereby adopts the Minority and Women's Business Enterprise (MBE/WBE) Outreach Plan as the official policy and procedure of the City for all HOME-assisted housing activities.

**BE IT FURTHER RESOLVED** that this plan shall be implemented by all relevant City departments, developers, contractors, and subrecipients receiving CHIP funds through the City of Statesboro.

Adopted By:

\_\_\_\_\_  
Jonathan McCollar, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest: Leah Harden, City Clerk

\_\_\_\_\_  
Date





**CITY OF STATESBORO**

50 East Main Street  
Statesboro, Georgia 30458

**Minority and Women-Owned Business Enterprise (MBE/WBE)  
Outreach Plan**

For Activities Funded Through the  
**Community HOME Investment Partnership (CHIP) Program**

# **City of Statesboro MBE/WBE Outreach Plan**

## ***Community HOME Investment Program (CHIP) Grant***

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### **Purpose**

This plan outlines the City of Statesboro's commitment to ensuring that Minority Business Enterprises (MBEs) and Women-Owned Business Enterprises (WBEs) are given fair and equal opportunity to participate in all contracting and procurement activities funded through the HUD Community HOME Investment Program (CHIP). This outreach plan supports federal requirements under Executive Orders 11625, 12432, and 12138.

### **Policy Statement**

The City of Statesboro is committed to actively encouraging the participation of MBEs and WBEs in CHIP-funded projects. The City will take affirmative steps to ensure that these businesses are included in the solicitation of bids and proposals, and that contracting decisions are made in a fair and equitable manner.

### **Outreach and Engagement Strategies**

The following actions will be taken to ensure meaningful outreach and inclusion of MBE/WBE firms:

#### **1. Identification of Eligible Firms**

- Maintain and utilize a directory of certified MBEs and WBEs from the Georgia Department of Administrative Services (DOAS), the Georgia DOT Disadvantaged Business Enterprise (DBE) Directory, and the HUD Section 3 Business Registry.
- Include relevant local and regional MBE/WBE directories maintained by:
  - Savannah Minority Business Development Agency (MBDA)
  - Georgia Minority Supplier Development Council (GMSDC)

#### **2. Bid Solicitation and Advertising**

- Include MBE/WBE participation language in all invitations to bid, RFPs, and procurement advertisements.
- Publicly advertise contracting opportunities in at least one minority-owned media outlet or publication.
- Post bid opportunities in multiple locations, including:
  - The City of Statesboro website
  - Local newspapers
  - DCA-recommended locations
  - Minority and women-focused community organizations

### **3. Direct Engagement**

- Send bid notices and procurement opportunities directly to qualified MBE/WBE firms identified in the directories.
- Host or participate in pre-bid meetings and outreach events to educate MBE/WBE firms on CHIP opportunities and requirements.

### **4. Technical Assistance**

- Offer guidance and support to MBE/WBE firms on how to respond to solicitations and complete necessary paperwork.
- Provide information on bonding requirements, insurance, and access to training or capacity-building resources.

### **Contracting Goals**

The City will make good faith efforts to achieve the minimum HUD subcontracting participation goals of:

- 10% of the total dollar amount of all contracts for construction, supplies, services, or equipment for MBEs
- 3% of the total dollar amount of all contracts for WBEs

If these goals are not met, documentation will be maintained demonstrating outreach efforts.

### **Monitoring and Reporting**

- The City will track all MBE/WBE outreach efforts, including advertisement dates, contact lists, and meeting records.
- Contractors will be required to report subcontract awards and indicate the participation of any MBE/WBE firms.
- Reports will be submitted to DCA as required and retained for monitoring purposes.
- 

### **Complaint Process**

Any MBE or WBE that believes they were denied an opportunity unfairly may file a written complaint with:

City of Statesboro – City Clerk’s Office  
50 East Main Street  
Statesboro, GA 30458  
(912) 764-5468

Complaints will be reviewed in accordance with the City’s procurement and equal opportunity policies.

# CITY OF STATESBORO

## COUNCIL

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



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

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

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

**From:** Justin Williams, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Resolution 2025-24: A Resolution Adopting an Affirmative Fair Housing Marketing Plan.*

**Recommendation:** Staff Recommends Approval of Resolution 2025-24.

**Background:** As a requirement for all recipients of CHIP Grant funds, the City of Statesboro shall pass a resolution adopting an Affirmative Fair Marketing Plan.

**Budget Impact:** None

**Council Person and District:** All

**Attachments:** Resolution 2025-24 & Plan

**RESOLUTION 2025-24: A RESOLUTION ADOPTING AN AFFIRMATIVE  
FAIR HOUSING MARKETING PLAN FOR COMMUNITY HOME  
INVESTMENT PROGRAM (CHIP) GRANT**

**WHEREAS**, the City of Statesboro has been awarded a Fiscal Year 2025 Community HOME Investment Program (CHIP) Grant Number 2025-115 from the State of Georgia Department of Community Affairs (DCA) Office of Community Housing Development; and

**WHEREAS**, the City of Statesboro has prepared an Affirmative Fair Housing Marketing Plan (AFHMP) to ensure that outreach and marketing efforts for the CHIP Program are inclusive and reach those least likely to apply without special outreach, including racial and ethnic minorities and persons with disabilities; and

**WHEREAS**, the AFHMP outlines specific marketing strategies, community contacts, and staff training to promote fair housing and ensure equal access to CHIP-funded housing opportunities.

**THEREFORE, BE IT RESOLVED**, that the Mayor and Council Members of the City of Statesboro hereby adopt the Affirmative Fair Housing Marketing Plan (AFHMP) as a guiding document for the implementation of the CHIP Program; and

**BE IT FURTHER RESOLVED**, that the City of Statesboro will take all necessary steps to ensure compliance with federal and state fair housing laws and to promote equal housing opportunity for all applicants.

Adopted By:

\_\_\_\_\_  
Jonathan McCollar, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest: Leah Harden, City Clerk

\_\_\_\_\_  
Date

# DCA AFFIRMATIVE FAIR HOUSING MARKETING PLAN

COMPLETE FORM AND SUBMIT TO: DCA Community HOME Investment Program, 60 Executive Park South, N.E. Atlanta, GA 30329

## 1. INTRODUCTION

Affirmative Fair Housing Marketing Regulations require that each applicant subject to these regulations carry out an affirmative program to attract prospective buyers or tenants of all minority groups and non minority groups to the housing that the applicant is providing regardless of race, color, religion, sex, national origin, disability or familiar status. The applicant shall describe on this form, the activities it proposes to carry out during advance marketing, where applicable, and the initial sales rent up period.

## 2. APPLICATION AND PROJECT IDENTIFICATION

A. Applicant's Name: City of Statesboro	B. Project or Application Number 2025-115 Number of Units 9
Address(City, State, & Zip Code) 50 East Main Street, PO Box 548, Statesboro, GA 30459	Price Range of Units: From \$ _____ to \$ _____ Unknown at this time
Telephone Number (including area code) 912-764-5468	D. For Multifamily Housing only: Elderly _____ Non-elderly _____
Project Name: CHIP Program-City of Statesboro Housing Assistance	E. Approximate Starting Dates September 1-20, 2025 Advertising _____ Occupancy _____
C. Location/Address (include: City, State, and Zip Code) Johnson Street neighborhood Statesboro, GA 30459	F. Name of Managing Sales Agent Coastal Regional Commission
County Bulloch Census Tract 1104.01	Address (include: City, State, and Zip Code) 1181 Coastal Drive SW, Darien, GA 31305

## 3. TYPE OF AFFIRMATIVE MARKETING PLAN

- ☐ Project plan ☒ Annual Plan (for single family scattered site units)  
☐ Minority ☐ White (non-minority) Area ☐ Mixed Area (with \_\_\_\_\_% minority residents)

## 4. DIRECTION OF MARKETING ACTIVITY

Indicate below which group(s) in the housing market area is/are least likely to apply for the housing because of its location and other factors without special outreach projects.

- ☐ White (non-Hispanic) ☐ Black (non-Hispanic) ☐ American Indian or Alaskan Native ☐ Hispanic  
☒ Asian or Pacific Islander ☐ Persons with Disabilities

## 5. MARKETING PROGRAM

### A. Commercial Media

Check the media to be used to advertise the availability of this housing:

- ☒ Newspaper(s)/Publications ☐ Radio ☐ TV ☐ Billboard(s) ☒ Other (specify)

Name of Newspaper, Radio or TV Station (1)	Racial/Ethnic Identification of Readers/Audience (2)	Size/Duration of Advertising (3)
Statesboro Herald (newspaper)	Black and White	8X11 Published Press Release-English
Statesboro Herald (newspaper)	Black and White	8X11 Ad Published
Social Media Platforms (city website, facebook, twitter)	Black and White	Flyer posted

### B. Brochures, Signs and HUD's Fair Housing Poster

(1) Will brochures, leaflets, or handouts be used to advertise? \_\_\_\_\_ Yes \_\_\_\_\_ No. If yes, attach a copy or submit when available. (2) For project site sign: indicate sign size \_\_\_\_8\_\_x\_\_11\_\_\_\_; Logotype size \_\_2\_\_x\_\_2\_\_. Attach a photograph of project sign or submit when available. (3) HUD's Fair Housing Poster must be conspicuously displayed whenever sales/rentals and showings take place. Fair Housing Posters will be displayed in the o Sales Rental Offices(s); o Real Estate Office(s); o Model Unit(s) o Other specify) Statesboro City Hall

### C. Community Contacts

To further inform the group(s) least likely to apply about the availability of the housing, the applicant agrees to establish and maintain contact with the groups & organizations listed below that are located in the housing market area or SMSA. If more space is needed, attach an additional sheet. Notify DCA of any changes in this list. Attach a copy of correspondence to be mailed to these groups/organizations. (Provide all requested information.)

Name of Group/Organization (1)	Racial/Ethnic Identification (2)	Approximate Date of Contact or Proposed Contact (3)	Person Contacted or to be Contacted (4)
Statesboro Herald, Local Newspaper	Minority & Non-Minority	Sept 1-20, 2025	Layne Phillips, Public Information Officer
Facebook and Twitter Pages	Minority & Non-Minority	Sept. 1-20,2025	Layne Phillips, Public Information Officer
City of Statesboro website	Minority & Non-Minority	Sept 1-20, 2025	Layne Phillips, Public Information Officer
Fliers placed in Community, Commissioners office and City Hall	Minority & Non-Minority	Sept 1-20, 2025	Jermaine Foster, Planning and Development
Fliers to area churches	Minority & Non-Minority	Sept 1-20, 2025	Jermaine Foster, Planning and Development



**C. Community Contacts, continued**

Address & Telephone (5)	Method of Contacts (6)	Indicate the specific function Group/Organization will undertake in implementing the Marketing Program (7)
Jermaine Foster, City Planner 50 East Main Street Statesboro, GA 30458 (912) 764-0641	Email, Phone, and Mailing letters	Placed fliers in the community and worked with the City Officials to notify the public
Layne Phillips- Public Information Officer 50 East Main Street Statesboro, GA 30458	Email, Phone, and Mailing letters	Developed the advertisement for the fliers, newspaper, Facebook, Twitter, and City of Statesboro website. Will upload documents as event occurs

**6. Future Marketing Activities**

Check the block(s) that best describe future marketing activities to fill vacancies as they occur after the project has been initially occupied.

- ☐ Newspapers/Publications      ☐ Radio      ☐ TV      ☐ Brochures/Leaflets/Handouts      ☐ Site Signs  
☐ Community Contacts      ☐ Others (specify)

**7. Experience and Staff Instructions**

Indicate any experience in marketing housing to the group(s) identifies as least likely to apply ☐ Yes ☐ No

Indicate training to be provided to staff on Federal, state and local fair housing laws and regulations, as well as this AFHM Plan. Attach a copy of the instructions to staff regarding fair housing.

**8. Additional Considerations**

By signing this form the applicant agrees, after appropriate consultation with DCA, to change any part of the plan covering a multifamily project to assure continued compliance with HUD's Affirmative Fair Housing Marketing Regulations.

Signature of person submitting plan \_\_\_\_\_ Date \_\_\_\_\_

Name (type or print) Jonathan McCollar

Title and Company Mayor, City of Statesboro

**FOR DCA's USE ONLY**

Approval by: Signature	Disapproval by: Signature
Name (type or print)	Name (type or print)
Title	Title
Date	Date

# CITY OF STATESBORO

## COUNCIL

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



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

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

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

**From:** Justin Williams, Director of Planning & Development

**Date:** August 12, 2025

**RE:** August 19, 2025 City Council Agenda Items

**Policy Issue:** *Contract Amendment:* Coastal Regional Commission CHIP  
Administrative Services

**Recommendation:** Staff Recommends Approval of the Contract Amendment.

**Background:** In accordance with the approval of the contract to apply for Community HOME Investment Program funds on December 3<sup>rd</sup> 2024, the Coastal Regional Commission has provided an updated contract to reflect the continuation of services throughout the established timeline of the grant.

**Budget Impact:** \$68,632.95 (From Grant Funding)

**Council Person and District:** All

**Attachments:** Contract Amendment



**CONTRACT AMENDMENT FOR PROFESSIONAL SERVICES  
BETWEEN THE  
CITY OF STATESBORO, GEORGIA  
AND THE  
COASTAL REGIONAL COMMISSION**

This **Contract Amendment** (“**Amendment**”) is made and entered into as of \_\_\_\_ day of \_\_\_\_\_, 2025, by and between **City of Statesboro, Georgia**, and the **Coastal Regional Commission**.

WHEREAS, the parties entered into a contract titled “**Contract for Professional Services Between The City of Statesboro, Georgia, and the Coastal Regional Commission**” dated December 3<sup>rd</sup>, 2024 (the “**Original Agreement**”); and

WHEREAS, The City of Statesboro was awarded a Community HOME Investment Program (CHIP) grant; and

WHEREAS, the parties desire to amend the Original Agreement as set forth below.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree to amend the Original Agreement as follows:

**1. Amendment to Section IV Period of Performance**

The period of performance of this Agreement is extended until the CHIP grant expires on August 31, 2029.

**2. Amendment to Section VII Compensation**

The Coastal Regional Commission is authorized to bill up to \$68,632.95 (5% of the total CHIP award) for grant administration tasks as outlined in the Contract. The CRC shall bill the CLIENT on a quarterly basis for expenses incurred to administer the grant.

**3. Addition Section XI Liability of Client**

To the extent allowed by Georgia law, the CLIENT shall be responsible and liable for, and it shall hold the CRC harmless from and against any and all suits, legal proceedings, claims, demands, damages, cost and expenses, including attorney fees, arising out of or in connection with or claimed to arise out of or in connection with any negligent or wrongful error, omission or act of the CLIENT or anyone acting in its behalf in connection with or incident to this contract, or as a result of any failure of the CLIENT to properly carry out its responsibilities under this contract.

**4. No Other Changes**

Except as expressly amended herein, all other terms and conditions of the Original Agreement shall remain in full force and effect.

**SIGNATURE PAGE**

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be executed by their authorized representatives.

**CITY OF STATESBORO**

**By:** \_\_\_\_\_  
**Jonathan McCollar, Mayor**

**Date:** \_\_\_\_\_

**Attest:** \_\_\_\_\_  
**Leah Harden, City Clerk**

**Date:** \_\_\_\_\_

**COASTAL REGIONAL COMMISSION**

**By:** \_\_\_\_\_  
**Dionne Lovett, Executive Director**

**Date:** \_\_\_\_\_

**By:** \_\_\_\_\_  
**Rosa Romeo, Chair**

**Date:** \_\_\_\_\_

# CITY OF STATESBORO



## COUNCIL

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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  
Jason Boyles, Assistant City Manager

**From:** Cain Smith, City Attorney

**Date:** July 28, 2025

**RE:** August 5, 2025 City Council items

**Policy Issue:** Consideration of Intergovernmental Agreement with Bulloch County, Brooklet, Portal and Register to allow for a ballot referendum for consideration of a 1% Floating Local Option Sales Tax (FLOST) with all proceeds used for property tax relief.

### **Recommendation:**

Approval

### **Background:**

The FLOST referendum procedure allowed for in HB 581 was approved statewide in 2024 and allows for a local option sales tax to be imposed in order to provide property tax relief. The referendum would occur on November 4, 2025 and if approved by the voters, sales tax collection would begin January 2026; however, the funds would not be available to the city until July 1, 2027.

**Budget Impact:** None, all proceeds go to property tax relief. City receives 17.66% of FLOST proceeds.

**Council Person and District:** All

**Attachment:** IGA

**STATE OF GEORGIA  
COUNTY OF BULLOCH**

**INTERGOVERNMENTAL AGREEMENT FOR IMPOSITION OF THE  
FLOATING LOCAL OPTION SALES TAX (“FLOST”)**

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter “Agreement”) is entered into on the \_\_\_\_ day of \_\_\_\_\_, 2025, by and between **BULLOCH COUNTY**, a political subdivision of the State of Georgia, acting by and through its governing authority, the **BULLOCH COUNTY BOARD OF COMMISSIONERS** (hereinafter “the County”), the **MAYOR AND CITY COUNCIL OF STATESBORO, GEORGIA**, a municipal corporation chartered and existing under the laws of the State of Georgia (hereinafter “Statesboro”), the **MAYOR AND COUNCIL OF THE CITY OF BROOKLET, GEORGIA**, a municipal corporation chartered and existing under the laws of the State of Georgia (hereinafter “Brooklet”), the **MAYOR AND COUNCIL OF THE CITY OF PORTAL, GEORGIA**, a municipal corporation chartered and existing under the laws of the State of Georgia (hereinafter “Portal”), and the **MAYOR AND COUNCIL OF THE TOWN OF REGISTER, GEORGIA**, a municipal corporation chartered and existing under the laws of the State of Georgia (hereinafter “Register”) (Statesboro, Brooklet, Portal, and Register hereinafter being also collectively referred to as the “Municipalities”) (the County and the Municipalities hereinafter being also collectively referred to as the “Parties” or individually as a “Party”) for the purpose of implementing the provisions of Article 2B of Chapter 8 of Title 48 of the Official Code of Georgia Annotated as they relate to imposition of a Floating Local Option Sales Tax (“FLOST”) within the special tax district (hereinafter sometimes referred to as the “Special Taxing District”) established for and coterminous with the geographical boundaries of Bulloch County pursuant to O.C.G.A. § 48-8-109.30.



WITNESSETH:

WHEREAS, the Parties desire to impose a FLOST within the Special Taxing District, which requires entering into an intergovernmental agreement calling for a FLOST; and

WHEREAS, the County and all Municipalities within the Special Taxing District that levy an ad valorem tax on property currently have in effect a base year value homestead exemption or adjusted base year value homestead exemption; and

WHEREAS, the Municipalities comprise all of the municipalities located within the Special Taxing District and collectively represent at least 50 percent of the Special Taxing District's total residents of municipalities that levy an ad valorem tax on property; and

WHEREAS, the County and the Municipalities voluntarily enter into this Agreement which, upon approval and execution by the Parties, fully satisfies the conditions precedent to issue a call for the referendum to impose the FLOST within the Special Taxing District and, if approved by a majority of the voters voting in the referendum election, to levy and distribute said tax under the terms of this Agreement and state law; and

WHEREAS, the County and the Municipalities are authorized to enter into this Agreement by Georgia law, specifically including Article IX, Section III, Paragraph I of the Constitution of the State of Georgia and Article 2B of Chapter 8 of Title 48 of the Official Code of Georgia Annotated; and

WHEREAS, receipt of FLOST proceeds will allow the Parties to provide services and/or the joint or separate use of facilities or equipment, and this Agreement deals with services or facilities the Parties are authorized by law to undertake or provide; and

WHEREAS, the County and the Municipalities all have a fiscal year that begins on July 1 and ends on June 30;

NOW THEREFORE, in consideration of the mutual promises and understandings made in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and the Municipalities consent and agree as follows:

**Section 1. Satisfaction of Homestead Exemption Requirements**

The Parties agree that the conditions required by O.C.G.A. § 48-8-109.31(d)(1) are satisfied because the County and each municipality within the Special Taxing District that levies an ad valorem tax on property has in effect a base year value homestead exemption or adjusted base year value homestead exemption.

**Section 2. Required Signatories**

The Parties agree that the conditions required by O.C.G.A. § 48-8-109.31(d)(2) are satisfied because this Agreement is approved and executed by the County and the Municipalities, and the Municipalities collectively represent at least 50 percent of the Special Taxing District's total residents of municipalities that levy an ad valorem tax on property.

**Section 3. Proposed Rate and Duration of the FLOST**

(a) In accordance with O.C.G.A. § 48-8-109.31(c), the proposed rate of the FLOST shall be 1 percent.

(b) In accordance with O.C.G.A. § 48-8-109.32(a), the proposed duration of the FLOST shall be 5 years.

**Section 4. Call for and Conduct of the Referendum**

In accordance with O.C.G.A. § 48-8-109.32(b), the county election superintendent shall issue the call for an election for the purpose of submitting the question of the imposition of the tax to the voters of the county. The call for and conduct of the election shall be administered by the county election superintendent in the manner authorized for special elections to present questions

to the voters under O.C.G.A. § 21-2-540. Said election shall be held on November 4, 2025, which is a date authorized for such purposes under O.C.G.A. § 21-2-540(c)(2).

#### **Section 5. Ballot Language**

In accordance with O.C.G.A. § 48-8-109.32(c), the ballot language for the question of imposing the FLOST shall read as follows:

- ( ) YES      Shall a special 1 percent sales and use tax be imposed for 5 years within the special district of Bulloch County with the proceeds used
- ( ) NO      exclusively to reduce property taxes imposed by Bulloch County and the Municipalities of Statesboro, Brooklet, Portal, and Register?

#### **Section 6. Initiation and Termination of the FLOST**

If approved in the election held on November 4, 2025, the imposition of the FLOST is expected to commence on January 1, 2026. The final day for imposition of the FLOST—without a renewal—is expected to occur on December 31, 2030.

#### **Section 7. Conditions**

The Parties agree that the levy of the FLOST is conditioned upon the approval of the imposition of the FLOST by the voters of the Special Taxing District in a referendum to be held in accordance with the provisions of O.C.G.A. § 48-8-109.30 *et seq.* The Parties agree that the County's ability to comply with this Agreement is conditioned upon the collection of the FLOST revenues by the State Revenue Commissioner and transferring same to the County in conformity with the requirements of O.C.G.A. § 48-8-109.30 *et seq.*, as well as each Party's compliance with the conditions precedent set forth in O.C.G.A. § 48-8-109.31.

#### **Section 8. Use of FLOST Proceeds**

As required by O.C.G.A. § 48-8-109.42 and in conjunction with any further limitations provided in this Agreement, the Parties agree that each recipient of FLOST proceeds:

- (a) Is required to use FLOST proceeds exclusively to provide property tax relief;
- (b) Must ensure that the form used by the county tax commissioner or other tax collector to collect ad valorem property taxes for the Party clearly states the dollar amount by which the property tax levied by such Party was reduced as a result of the receipt of the FLOST proceeds; and
- (c) Must annually reduce its roll-back millage rate which is calculated in accordance with O.C.G.A. § 48-5-32.1, by the millage equivalent of the net FLOST proceeds that it received in the prior taxable year.

#### **Section 9. Accounting of FLOST Proceeds Received by the County**

The Parties agree that the County will create a separate account to be held in trust in behalf of the Special Taxing District for each calendar year during which FLOST proceeds are collected and subsequently delivered to the County by the Georgia Department of Revenue. Such account shall be designated as the 20\_\_ Bulloch County Special District FLOST Proceeds Fund (“Annual County SD FLOST Fund”). The County shall select a bank which shall act as a depository and custodian of each Annual County SD FLOST Fund upon such terms and conditions as may be acceptable to the County; provided, however, that each such account shall be interest bearing with interest paid into and retained within such account for later apportionment and distribution in accordance with the distribution schedule set forth in Section 10 of this Agreement.

#### **Section 10. Apportionment and Distribution Schedule of FLOST Proceeds**

- (a) For the term and duration of this Agreement, the Parties agree that FLOST proceeds shall be apportioned and distributed among the Parties in such a manner so as to provide for broad

property tax relief for the taxpayers of the Special Taxing District and not result in a net increase in revenue for any jurisdiction. To such end, the Parties agree that the FLOST proceeds shall be apportioned in order to result in the reduction, by an equal percentage, of the total amount of property taxes levied by the governing authority of each Party within the Special Taxing District during the immediately preceding calendar year.

(b) The apportionment described in Section 10(a) shall be calculated by dividing each Party's total property taxes levied in the preceding calendar year by the sum total of the property taxes levied by all the Parties, then multiplying the total FLOST proceeds collected in the previous calendar year by the resulting percentage to calculate each Party's apportionment of FLOST proceeds. The following illustration is based on property taxes levied in calendar year 2024 and an assumption that FLOST was in effect and collected for the entirety of calendar year 2024 with total proceeds of \$19,200,000.00:

<u>Jurisdiction</u>	<u>Taxes Levied</u>	<u>% of Total</u>	<u>FLOST Allocation</u>	<u>% Savings</u>
County	\$39,679,108.75	81.17%	\$15,585,597.65	39.28%
Statesboro	\$8,631,190.74	17.66%	\$3,390,254.23	39.28%
Brooklet	\$436,303.57	0.89%	\$171,376.12	39.28%
Portal	\$101,519.46	0.21%	\$39,875.93	39.28%
Register	\$32,831.89	0.07%	\$12,896.07	39.28%
Total	\$48,880,954.40	100%	\$19,200,000.00	

(c) Each calendar year on July 1<sup>st</sup>, the County shall distribute to the Parties from the Annual SD FLOST Fund the FLOST proceeds collected during the previous calendar year, and any interest accrued thereon, in accordance with the apportionment formula described in Section 10(a) and (b). Since FLOST collections will begin on January 1, 2026, the County will not

distribute any FLOST proceeds during calendar year 2026, but the first distribution will be on July 1, 2027 for FLOST proceeds collected in calendar year 2026.

**Section 11. Distributions, Accounting, Record Keeping, and Audits**

(a) The Parties agree that the County shall distribute FLOST proceeds to each Party periodically as provided for in the distribution schedule set forth in Section 10 of this Agreement.

(b) The Parties agree that a separate account or fund may be created by the County and by each Municipality individually, which corresponds with each year during which FLOST proceeds are to be distributed from the prior year's Annual County SD FLOST Fund. Each such account or fund shall be designated by the given Party as their 20\_\_ [County or Municipality Name] Floating Local Option Sales Tax Fund ("Annual FLOST Tax Relief Fund"). Alternatively, a Party may deposit its FLOST proceeds into its general fund; provided, however, that the Party shall maintain records of the total amount of FLOST proceeds and the expenditure of the FLOST proceeds for the fiscal year during which the FLOST proceeds are received.

(c) The Parties agree that all records concerning funds and accounts established under Sections 9 and 11 of this Agreement shall be kept by each Party so that the records may be audited, as may be necessary.

(d) The Parties agree that if a Municipality ceases to exist as a legal entity or becomes an inactive municipality (as provided by law) before all funds are distributed or expended under this Agreement, that such Municipality's share of the funds to be distributed subsequent to dissolution shall be paid to the County as part of the County's share to be applied against the countywide general maintenance and operations millage rate, unless an Act of the Georgia General Assembly provides otherwise within one year from the date on which funds were first unable to be distributed to such defunct or inactive Municipality.



## **Section 12. Effective Date and Term of This Agreement**

This Agreement shall commence upon the date set forth in the first paragraph of this Agreement and shall terminate upon the later of (i) the official declaration by the Bulloch County Board of Elections and Registration of the failure of the election described in this Agreement; or (ii) the distribution to the County and all of the Municipalities of the last dollar of money collected from the FLOST after the expiration of the FLOST and the fulfillment of each Party's obligation to provide property tax relief with such money as required by state law.

## **Section 13. Representations and Mutual Covenants**

(a) The County makes the following representations and warranties which may be specifically relied on by all Parties as a basis for entering this Agreement:

- (i) The County is a political subdivision duly created and organized under the Constitution of the State of Georgia;
- (ii) The governing authority of the County is duly authorized to execute, deliver and perform this Agreement;
- (iii) This Agreement is a valid, binding, and enforceable obligation of the County;
- (iv) The County agrees that it is authorized to enter into this Agreement pursuant to Article IX, Section III, Paragraph I of the Constitution of the State of Georgia and Article 2B of Chapter 8 of Title 48 of the Official Code of Georgia Annotated and that receipt of FLOST proceeds will allow the County to provide services and/or the joint or separate use of facilities or equipment which are services or facilities the County is authorized by law to undertake or provide;

- (v) The County agrees that the terms of this Agreement, including but not limited to the distribution schedule, are valid, comply with applicable law, and that all County FLOST proceeds will be used exclusively for property tax relief; and
- (vi) The County will take all actions necessary to direct the county election superintendent to call an election to be held in all voting precincts in the County on November 4, 2025 for the purpose of submitting to the voters of the County, for their approval, the question of whether or not a FLOST shall be imposed in accordance with the provisions of this Agreement.

(b) Each Municipality, on its own behalf, makes the following representations and warranties, which may be specifically relied upon by all Parties as a basis for entering this Agreement:

- (i) The Municipality is a municipal corporation duly created and organized under the laws of the State of Georgia;
- (ii) The governing authority of the Municipality is duly authorized to execute, deliver, and perform this Agreement;
- (iii) This Agreement is a valid, binding, and enforceable obligation of the Municipality;
- (iv) The Municipality agrees that it is authorized to enter into this Agreement pursuant to Article IX, Section III, Paragraph I of the Constitution of the State of Georgia and Article 2B of Chapter 8 of Title 48 of the Official Code of Georgia Annotated and that receipt of FLOST proceeds will allow the Municipality to provide services and/or joint or separate use of facilities or

equipment which are services or facilities the Municipality is authorized by law to undertake or provide; and

- (v) The Municipality agrees that the terms of this Agreement, including but not limited to the distribution schedule, are valid, comply with applicable law, and that the Municipality's FLOST proceeds will be used exclusively for property tax relief.

(c) During the term of this Agreement, the Parties shall comply with all State law applicable to a FLOST, specifically including but not limited to Article 2B of Chapter 8 of Title 48 of the Official Code of Georgia Annotated, and all provisions of this Agreement shall be construed in light of the applicable provisions of State law.

#### **Section 14. Notices**

All notices, consents, waivers, directions, requests or other instruments or communications provided for under this Agreement shall be deemed properly given when delivered personally or sent by registered or certified United States mail, postage prepaid, as follows:

If to the County:	Bulloch County Board of Commissioners 115 North Main Street Statesboro, GA 30458 Attn: County Manager
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If to Statesboro:	City of Statesboro P.O. Box 348 Statesboro, GA 30459 Attn: City Manager
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If to Brooklet:	City of Brooklet P.O. Box 67 Brooklet, GA 30415 Attn: City Manager
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If to Portal:	City of Portal P.O. Box 89 Portal, GA 30450
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Attn: Mayor

If to Register:

Town of Register  
P.O. Box 260  
Register, GA 30452  
Attn: Mayor

#### **Section 15. Entire Agreement**

This Agreement, including any attachments or exhibits, constitutes all of the understandings and agreements existing between the County and the Municipalities with respect to distribution and use of the proceeds from the 2025 SPLOST. Furthermore, this Agreement supersedes all prior agreements, negotiations and communications of whatever type, whether written or oral, between the parties hereto with respect to the subject matter hereof.

#### **Section 16. Amendments**

This Agreement shall not be amended or modified except by a written amendment executed by all parties hereto with the same formality as this original Agreement.

#### **Section 17. Governing Law**

This Agreement shall be deemed to have been made and shall be construed and enforced in accordance with the laws of the State of Georgia.

#### **Section 18. Severability**

Should any phrase, clause, sentence, or paragraph of this Agreement be held invalid or unconstitutional by a court of competent jurisdiction, the remainder of this Agreement shall remain in full force and effect as if such invalid or unconstitutional provision were not contained in the Agreement, unless the elimination of such provision detrimentally reduces the consideration that any party is to receive under this Agreement or materially affects the operation of this Agreement.

#### **Section 19. Compliance with Law**

The County and the Municipalities shall comply with all applicable local, state, and federal statutes, ordinances, rules and regulations.

**Section 20. No Consent to Breach**

No consent or waiver, express or implied, by any party to this Agreement, to any breach of any covenant, condition or duty of another party shall be construed as a consent or waiver of any future breach of the same.

**Section 21. Counterparts**

This Agreement shall be executed in five (5) counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

**Section 22. Mediation**

The County and the Municipalities agree to submit any controversy arising under this Agreement to non-binding mediation for a resolution. The parties to the mediation shall mutually select a neutral party to serve as mediator. Costs of mediation shall be shared equally among the parties to the mediation.

IN WITNESS WHEREOF, the County and the Municipalities, acting through their duly authorized agents, have caused this Agreement to be signed, sealed and delivered on the date indicated herein.

[SIGNATURES ON FOLLOWING PAGES]

BOARD OF COMMISSIONERS OF  
BULLOCH COUNTY, GEORGIA

By: \_\_\_\_\_  
David Bennett, Chairman

Attest: \_\_\_\_\_  
Venus Mincey-White, Clerk

(SEAL)



Bulloch County Signature Page for FLOST Agreement  
MAYOR AND CITY COUNCIL OF  
STATESBORO, GEORGIA

By: \_\_\_\_\_  
Jonathan McCollar, Mayor

Attest: \_\_\_\_\_  
Leah Harden, Clerk

(SEAL)

City of Statesboro Signature Page for FLOST Agreement  
MAYOR AND COUNCIL OF THE  
CITY OF BROOKLET, GEORGIA

By: \_\_\_\_\_  
L.W. ("Nicky") Gwinett, Jr., Mayor

Attest: \_\_\_\_\_  
Lori Phillips, Clerk

(SEAL)

City of Brooklet Signature Page for FLOST Agreement  
MAYOR AND COUNCIL OF THE  
CITY OF PORTAL, GEORGIA

By: \_\_\_\_\_  
Billy R. Boggs, Mayor

Attest: \_\_\_\_\_  
John Michael Arrieta, Clerk

(SEAL)

City of Portal Signature Page for FLOST Agreement  
MAYOR AND COUNCIL OF THE  
TOWN OF REGISTER, GEORGIA

By: \_\_\_\_\_  
Donnie Roberts, Mayor

Attest: \_\_\_\_\_  
Annette Waters, Clerk

(SEAL)

DRAFT

Town of Register Signature Page for FLOST Agreement

DRAFT



# STATESBORO POLICE DEPARTMENT

Ph 912-764-9911

25 West Grady Street, Statesboro, Georgia 30458

Fx 912-489-5050

TO: Charles Penny, City Manager

FROM: Mike Broadhead, Chief of Police

DATE: August 19, 2025

RE: Purchase of Pole Camera and Related Equipment

POLICY ISSUE: Council authorization for expenditure

RECOMMENDATION: That Council authorize the police department to purchase a pole camera with accompanying equipment through a sole source.

BACKGROUND: The police department's SWAT team needs to upgrade their equipment, including the purchase of a pole camera to allow members to view cramped spaces (e.g. attics), around corners, etc. This is a fairly niche market, and the team found this specific version to be the best fit for their needs after a testing and evaluation process. A 2019 SPLOST project listed as PD-28 for this purpose was approved in the FY26 Budget. The attached quote from Tactical Electronics shows a purchase price of \$23,451.17. The SPLOST budget projection was for \$25,000.

BUDGET IMPACT: Expenditure of \$23,451.17 which was budgeted in CIP for this purpose.

COUNCIL DISTRICT: All

ATTACHMENTS: Copy of quote.





# TACTICAL ELECTRONICS

ELITE TACTICAL CAMERAS & EOD SOLUTIONS

Company Address 2200 N Hemlock Ave  
Broken Arrow, Oklahoma 74012  
United States

Phone 918-249-8326

Created Date 8/6/2025

Expiration Date 12/31/2025

Quote Number 2025-5179

Lead Times 90 - 120 Days After Receipt of Order

Prepared By Heath Arning  
Phone (918) 249-8326 Ext. 241  
Email heath@tacticalectronics.com  
Fax (918) 249-8328

Contact Name Travis Kreun  
Phone 9127649911  
Email travis.kreun@statesboroga.gov

Bill To Name Statesboro Police Department  
Bill To 25 W Grady Street  
Statesboro, Georgia 30458  
United States

Ship To Name Statesboro Police Department  
Ship To 25 W Grady Street  
Statesboro, Georgia 30458  
United States

Product	Part Number	Sales Price	Quantity	Total Price	Line Item Description
SWIFT Tactical Kit (4-Cam)	SW03TACK01BL-4CAM	\$23,415.00	1.00	\$23,415.00	Includes: (1) SWIFT Pole Cam 1.75 Meter (1) SWIFT Under Door Camera (4-Camera) (1) TE4 Monitor (1) Hardwire Cable (1) 32GB Micro SD Card (1) Hard Case

Subtotal \$23,415.00  
Discount 0.00%  
Total Price \$23,415.00  
Shipping and Handling \$36.17  
Grand Total \$23,451.17

Unless otherwise noted, this quote may include items from the U.S. Munitions List (USML) or the Commerce Control List (CCL). USML/CCL commodities are controlled by the U.S. Government and in many cases cannot be transferred (exported, sold or given) to a foreign country, a non U.S. Citizen/National, or a non-Permanent U.S. Resident without a valid State/Commerce Department export authorization. **It is the responsibility of the purchaser to determine what the applicable requirements may be and to obtain all necessary authorizations, licenses or approvals.** The use, disposition, export and re-export of the property covered or included in this quote is subject to the provisions of law included in the Arms Export Control Act (22 USC 2751 et seq.); Export Administration Act of 1979 (50 USC App. 2401 et seq.) as contained under Executive Order 1294; International Traffic in Arms Regulation (22 CFR 120 et seq.); Export Administration Regulations (15 CFR 730 et seq.); Foreign Assets Control Regulations (31 CFR 500 et seq.) and the Espionage Act (18 USC 793 et seq.).

# CITY OF STATESBORO

## COUNCIL

Tangie Johnson, District 1  
Paulette Chavers, District 2  
Ginny Hendley, District 3  
John Riggs, District 4  
Shari R 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:** Brad Deal, PE, Director of Public Works and Engineering

**Date:** August 11, 2025

**RE:** Recommendation of Bid Approval for ENG-122j: North Zetterower Ave. Sidewalk Installation,  
from Hill Street to Northside Drive

**Policy Issue:** Purchasing

### **Recommendation:**

Staff recommends award of the ENG-122j North Zetterower Avenue Sidewalk Installation Project Contract to Tim Lanier Construction in the amount of \$395,040.00.

### **Background:**

The project consists of installation of a 5-ft wide sidewalk along the east side of Zetterower Avenue from Hill Street to Northside Drive. Some curb and gutter replacement, driveway replacement, wheelchair ramps, retaining walls, and handrails will also be constructed as part of the project.

The City solicited sealed bids for the project, and four bids were received on August 4, 2025. The low bid of \$395,040.00 is below the Engineer's cost estimate of \$408,276.55. The low bidder, Tim Lanier Construction, met all requirements of the bid package.

### **Budget Impact:**

\$598,000 was budgeted for the project from TSPLOST funds.

**Council Person and District:** Tangie Johnson, District 1

**Attachments:** None

**CC:** Darren Prather, Director of Central Services

# CITY OF STATESBORO

## COUNCIL

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



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

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

## MEMORANDUM

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

**From:** Brad Deal, P.E., Director of Public Works and Engineering  
Marcos Trejo, P.E., Assistant Director of Public Works

**Date:** August 11, 2025

**RE:** Recommendation to enter into negotiations with Michael Baker International Inc.  
for design services for Creek on the Blue Mile, CIP project STM- 34

**Policy Issue:** Purchasing

### Recommendation:

Staff recommends to enter into negotiations with Michael Baker International, Inc. for engineering services for the Creek on the Blue Mile bridge design.

### Background:

The City of Statesboro accepted proposals from qualified professional consultants for the purpose of engineering services for design of two (2) span bridges and a box culvert for the Creek on the Blue Mile. The City advertised the solicitation in accordance with the GDOT Procurement and received Statements of Qualifications from five firms: STV Incorporated, Heath and Lineback LLC., Holt Consultant Company, Moffatt & Nichol Inc., and Michael Baker International Inc. It was determined that all firms met all specified minimum requirements for this initial phase of the process. Staff then requested a technical approach from both firms per GDOT policy. The RFQ evaluation team reviewed each proposal independently and scored the proposals according to the following criteria, in conformance with the GDOT Procurement Manual: Project Management and Key Team Leader(s) Qualifications and Experience, Workload Capacity, Technical Approach, and Past Performance of similar projects.

Based on the evaluation of the submittals, staff recommends entering negotiations with Michael Baker International, Inc. for design services for this project.

### Budget Impact:

This phase of the project is to be funded by GDOT funds.

**Council Person and District:** Paulette Chavers, District 2 and Ginny Hendley, District 3

**Attachments:** none.