



**December 01, 2020 9:00 am**

1. Call to Order by Mayor Jonathan McCollar
2. Invocation and Pledge of Allegiance by Councilmember Paulette Chavers
3. Public Comments (Agenda Item):
4. Consideration of a Motion to approve the Consent Agenda
  - A) Approval of Minutes
    - a) 11-17-2020 Work Session Minutes
    - b) 11-17-2020 Council Minutes
  - B) Consideration of motion to approve execution of documents to amend Service Delivery Strategies (SDS) agreement to include listing CDBG as funding mechanism and include reference to the Statesboro-Bulloch County Land Bank
5. Public Hearing and First reading of **Ordinance 2020-12**: An Ordinance amending the Statesboro Code of Ordinances Chapter 6 Section 6-7(n)(4) allowing alcoholic beverage package sales to commence at 11:00 A.M. Sundays.
6. Public Hearing and First reading of **Ordinance 2020-13**: An Ordinance amending the Statesboro Code of Ordinances Chapter 6 Section 6-7(v) allowing delivery and drive through sales of alcoholic beverages.
7. Public Hearing and First reading of **Ordinance 2020-14**: An Ordinance amending the Statesboro Code of Ordinances Chapter 2, removing Division 4 Sections 2-60 through 2-63 relating to Statesboro Works Commission.
8. Public Hearing and First Reading of **Ordinance 2020 - 15**: An ordinance amending the Statesboro Code of Ordinances Chapter 62 - Residential Subdivision Incentive Program by replacing the current code with a new Article 1 and Article 2.
9. Public Hearing and First reading of **Ordinance 2020-16**: An Ordinance amending the Statesboro Code of Ordinances Chapter 18 Businesses, adding Article XI Sections 18-306 through 18-315 regarding regulation and licensing of mobile food service units operating in the City of Statesboro.
10. Consideration of a Motion to Adopt **Resolution 2020-32**: A Resolution approving the City of Statesboro's proposed FY2020 Street Resurfacing Program, and authorizing the Mayor to execute the GDOT Local Maintenance Improvement Grant (LMIG) Application. Grant matching funds will be provided from 2018 TSPLOST Funds.

11. Other Business from City Council
12. City Managers Comments
13. Public Comments (General)
14. 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)
15. Consideration of a Motion to Adjourn



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CITY OF STATESBORO  
WORK SESSION MINUTES  
NOVEMBER 17, 2020

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Mayor & Council Work Session

50 East Main Street

3:30 PM

A Work Session of the Statesboro City Council was held on November 17, 2020 at 3:30 p.m. in City Hall Council Chambers, 50 East Main Street. Present was Mayor Jonathan McCollar; Council Members: Phil Boyum, Paulette Chavers, Venus Mack and Shari Barr. Also present was City Clerk Leah Harden, City Attorney Cain Smith, City Manager Charles Penny, Assistant City Manager Jason Boyles and Public Information Officer Layne Phillips. Absent was Councilmember John Riggs.

Mayor Jonathan McCollar called the meeting to order.

### **Parks Plan Review**

Ronald Huffman with Wood presented a progress report on the renovations to Grady Street Park and Luetta Moore Park. The plan concepts for Luetta Moore Park include the removal of the softball field, the addition of a splash pad, a three lane teaching pool, restroom and bathhouse, volleyball court, multi-age playground, two family pavilions with grills, a detention pond and expanded parking. The pool is a therapeutic pool with a depth of four feet. It is heated and will have a handicap entry lift. There is an option for a pool enclosure/dome, which would have a ten-foot clearance around the pool and would be an additional \$40,000.00 to \$50,000.00.

Grady Street Park renovations include a covered basketball pavilion with secured entry, a multi-age playground, two family picnic pavilions with grills, an outdoor half-court basketball, walking trail, renovated bathroom with the addition of a drinking fountain, and expanded parking. The basketball pavilion will have a close time and there will be cameras put in place

In order to save time, the bidding recommendation is that the 30% drawings be issued for an RFQ to create a pool of 2-3 qualified contractors to work with Wood in developing the final plans and specifications. When the drawings are 90% complete each pre-qualified contractor will be given two weeks to submit a cost bid. The goal is to have these renovations completed for use and enjoyment by the 4th of July.

Councilmember Shari Barr asked about the expanded parking stating we need to stay as green as possible.

We will get pricing for both pavement and permeable surfacing.

### **Urban Redevelopment Agency**

Doug Gephart with Davenport & Company stated the park renovations will cost approximately \$4 million based on the City's goals for these two parks. For financing options and approach Davenport recommends the City create an Urban Redevelopment Agency (URA). This can be done by local resolution. It requires the City to designate the areas where improvements are being made as "Redevelopment Areas" and developing a Redevelopment Plan. The way financing works through the URA is the City contracts with the agency and pledges its full faith and credit towards the repayment of the bonds. By doing so it will put us in a position to

secure the lowest possible interest rate. For the method of sale, Davenport recommends financing the park improvements project through the direct bank loan. The Direct Bank Loan process begins with Davenport distributing a Request for Proposals (RFP) to solicit competitive interest rates from local, regional and national lenders. Sending out an RFP does not cost anything and does not obligate the City to move forward. Bank loans often allow for the ability to prepay loans at any time in whole or in part and sometimes with out penalty. The cash flow for this project includes the County contributing \$1,000,000.00 over the next five years and the City contributing \$1,100,000.00 from the current SPLOST over the next five years. The remaining funds would come from the 2025 SPLOST. Mr. Gephart reviewed the key assumptions, the preliminary series 2021 debt service and the preliminary timetable. Today you have been presented with the plan of finance and informally give consent to proceed down this path. In the balance of 2020 and January 2021 the City needs to create the Urban Redevelopment Agency (URA). In early January, Davenport will distribute the RFP. The bids would come back late January early February. At the February Council Meeting we would come back for formal approval of the bond. Through the balance of February it would go through the validation process and close on the bond in March.

City Manager Charles Penny stated this financing is based upon SPOLOT being reauthorized. If the 2025 SPLOST is not reauthorized the City would be responsible to repay that debt.

### **Food Truck Ordinance**

City Attorney Cain Smith stated this is a new article of Chapter 18 covering local food services. It is to allow for the licensing and operation of both food trucks and pushcarts. The purpose of this article is to protect public health, safety, and to establish uniform regulations for the operation of mobile food service units. In addition, it will enhance street level economic opportunities within the city. This ordinance requires city licensure on an annual basis and the units must be approved by the Health Department. There are a list of standards for the operation of these units regarding location requirements, noise and litter consideration, signage, public safety and fire safety. In addition, each location would require approval not just the unit. They would need to show permission or lease to operate where they are and would not be allowed to operate in the public right of way. This article was drafted from the City of Savannah ordinance and is consistent with what we've seen in other jurisdictions.

After some discussion direction was given to remove section 18-316 and add wording to say proximity requirements are waived if it's your own brick and mortar. Direction was given to bring this article forward for first reading at the December 1, 2020 Council Meeting.

### **Urban Redevelopment Plan (URP) and Redevelopment Area Strategy (RAS)**

Director of Planning and Development Kathy Field stated these two documents are required for submission in April 2021 for the proposed CDBG application the City intends to submit. There will be a significant amount of public participation. Community involvement is required to finalize these documents. The GICH committee has expressed interest in taking the lead to elicit this community input. The Urban Redevelopment Plan (URP) plan creates a framework for the redevelopment of those areas in the City that are found to be deteriorating due to blighting influences. This plan also establishes the boundaries of the redevelopment area and delineates the area's housing conditions and demographics.

Director of Planning and Development Kathy Field continued with the Redevelopment Area Strategy (RAS) stating this plan delineates a specific target area within the URP. This plan calls for initiatives relating to housing rehabilitation, infrastructure improvements, code compliance, acquisition of dilapidated housing, and a relocation plan for displaced families.

The next step is moving these plans into the community for input and come back sometime in January 2021 for approval.



## **Comprehensive Housing Study**

Director of Planning and Development Kathy Field stated this study consists of three sections, Rental Residential Market, Single-Family Residential Market and Affordable Housing Plan. The rental residential market include the analysis of the supply and demand for the rental market, a rental housing needs assessment and a recommended alignment of current plans and zoning code to comply with housing needs. The single-family residential market study includes an evaluation of the supply and demand of single-family residential units in the City and surrounding county. It will provide conclusions regarding price points and market demands for the single-family sector including demand by household age. The affordable housing plan is a requirement for both the HUD funded, Community Home and Investment Program (CHIP) and Community Development Block Grant programs (CDBG). Currently the City does not have an affordable housing program. The funding for this study will be paid from funds remaining in the CHIP Grant Revolving Loan Fund, which has approximately \$65,000.00 available. An agreement was reached between the Coastal Regional Commission (CRC) and Bleakly Advisory Group with CRC being responsible for the affordable housing plan and Bleakly Advisory Group responsible for the Rental Residential Market and the Single-Family Residential Market studies. The cost for services of both groups comes to \$60,720.00 (CRC \$15,000.00 and Bleakly Advisory Group \$45,720.00).

## **Subdivision Incentive Ordinance**

Director of Planning and Development Kathy Field presented Chapter 62 Residential Subdivision Incentive Program Ordinance as it currently stands. This ordinance has not been revised since its adoption in 2001. The values of incentives do not reflect present values, the language is vague in terms of defining the type of development that the City wants to encourage under this program and it is very subjective. The proposed revision includes two parts. Part 1 would be for subdivision developments in the R-15, R-20 and PUD zoning districts. This section will include a list of specific criteria with an accompanying scorecard that provides guidance regarding the type of subdivision development being promoted. This is a competitive program and the scorecard system will provide transparency on how the applications are judged. The proposed incentives in this article include, the City paying the developer \$10,000.00 per lot and the City will install all natural gas infrastructure. The return on investment to the City in an R-20 subdivision of 60 lots with an estimated home value of \$275,00.00 would take six years. In an R-15 subdivision of 60 lots with an estimated home value of \$175,000.00 would take nine years.

Part 2 is for new subdivision developments in the Georgia Initiative for Community Housing (GICH) defined neighborhoods only. The intent is to encourage new development within these areas and encourage neighborhood revitalization. The list of specific criteria utilizes a weighted score to make applications to this category more competitive than Article 1. The proposed incentives in this article include, the City paying the developer \$10,000.00 per lot in addition the City will install all natural gas infrastructure, waive all application, permit, sewer tap and construction inspection fees.

Councilmember Shari Barr asked if these incentives would apply to a developer building to rent rather than owner occupied homes.

Planning Director Kathy Field stated this refers to owner occupied developments. The goal is to grow the tax base.

Councilmember Phil Boyum asked if we are going to require the homes to be fitted for gas. There is no sense in running the infrastructure if no one is going to hook up to them. In addition, where is the money coming from, from a budget standpoint?

City Manager Charles Penny stated these funds are budgeted from our enterprise funds and SPLOST.

Direction was given to bring this forward for first reading at the December 1, 2020 Council Meeting.

### **Open Container Discussion**

City Attorney Cain Smith started the discussion stating he would need guidance, and reiterated that the open container does require a paper or plastic cup, glass is specifically forbidden under our open container exemption zone in 6-17(d)(1). The open container zone is in operation starting from when drinks are allowed to be sold at an on premise consumption establishment, up to that time they must clear patrons from the premises as set out in 6-7(o). The current hours for the downtown exemption zone is from 7:00 am to 1:45 am every day of the week except Sunday when the time is 11:00 am to 12:45 am.

Councilmember Phil Boyum stated he recommends ending open container in the downtown exemption zone at 11:00 pm.

Councilmember Venus Mack asked Chief Broadhead what have been the main concerns. Have you been getting many calls on the weekend in the downtown area?

Police Chief Mike Broadhead stated the issue is crowd related. The place that's a draw for a crowd is too small for the number of persons wanting to get in there. So people are lined up on the street for an extended period of time. While these individuals are waiting, they go to their own cars to get alcohol that are in bottles and bring it back to the line. We are trying to spend some time down there and trying to work with the owner to maintain that. That has been the number one issue is the crowd is too big for the space.

Councilmember Shari Barr stated she is not ready to roll back the time just yet. I want to deal with the problems that seem to be concentrating on West Main.

Mayor Jonathan McCollar stated we need to observe the situation to get a better understanding of what is happening in the downtown area. Have staff observe the area and report back to Mayor and Council in January in regards to this topic.

The meeting was adjourned at 5:29 pm.



CITY OF STATESBORO  
COUNCIL MINUTES  
NOVEMBER 17, 2020

Regular Meeting

50 E. Main St. City Hall Council Chambers

5:30 PM

**Call to Order**

Mayor Jonathan McCollar called the meeting to order

**Invocation and Pledge**

Councilmember Phil Boyum gave the Invocation and Pledge of Allegiance.

**ATTENDENCE**

Attendee Name	Title	Status	Arrived
Jonathan McCollar	Mayor	Present	
Phil Boyum	Councilmember	Present	
Paulette Chavers	Councilmember	Present	
Venus Mack	Councilmember	Present	
John Riggs	Councilmember	Absent	
Shari Barr	Councilmember	Present	

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

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

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

**A) Approval of Minutes**

- a) 10-20-2020 Council Minutes
- b) 10-20-2020 Work Session Minutes
- c) 11-03-2020 Council Minutes

**B) Consideration of a Motion for the surplus and disposal of vehicles and equipment in the Public Works Streets and Parks Division.**

A motion was made to approve the consent agenda.

**RESULT:**

Approved (Unanimous)

**MOVER:**

Councilmember Paulette Chavers

**SECONDER:**

Councilmember Venus Mack

**AYES:**

Boyum, Chavers, Mack, Barr

**ABSENT**

Councilmember John Riggs

Second reading and consideration of a motion to approve **Ordinance 2020-09: An ordinance amending the Statesboro Code of Ordinances Chapter 2 Article II Division 3 revising sections regarding the Commission on Diversity and Inclusion. Amendments would rename the Commission to One Boro Commission, increase membership to 12, and grant scope of authority relating to workforce development and violence prevention, as well as referencing duties created pursuant to adopted Chapter 80. Upon passage of these amendments the Works Commission, which currently has scope of authority relating to workplace development, would cease to exist and all Code sections relating to it will need to be repealed as well.**

A motion was made to approve Ordinance 2020-09.

<b>RESULT:</b>	Approved (Unanimous)
<b>MOVER:</b>	Councilmember Shari Barr
<b>SECONDER:</b>	Councilmember Paulette Chavers
<b>AYES:</b>	Boyum, Chavers, Mack, Barr
<b>ABSENT</b>	Councilmember John Riggs

**Consideration of a Motion to approve application per Sec.6-8 (3)b(3) for a Temporary Special Event Permit to sell alcohol:**

- A) Eagle Creek Brewing Company  
John Franklin Dismuke  
Blue Christmas Extravaganza  
441 S Main St  
11/28/2020 10am-3pm  
Serving beer**

A motion was made to approve a temporary special event permit to sell alcohol to Eagle Creek Brewing Company for location of 441 S Main Street on 11-28-2020.

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

**Public Hearing and Consideration of a Motion to Approve:**

- a. **Application V 20-10-01:** Britt Parrish Statesboro LLC, requests a variance from Article XV: Section 1509, Table 5 of the Statesboro Zoning Ordinance on 4.75 acres of property located on Veterans Memorial Parkway to place 336 aggregate square feet of signage in Sign District 3 (MS42000007 000).
- b. **APPLICATION V 20-10-02:** Britt Parrish Statesboro LLC, requests a variance from Article XV: Section 1509, Table 5 of the Statesboro Zoning Ordinance on 4.75 acres of property located on Veterans Memorial Parkway to place 6 wall signs on a single elevation in Sign District 3 (MS42000007 000).

- c. **APPLICATION V 20-10-03:** Britt Parrish Statesboro LLC, requests a variance from Article XV: Section 1509, Table 5 of the Statesboro Zoning Ordinance on 4.75 acres of property located on Veterans Memorial Parkway to place two freestanding signs 15 feet in height in Sign District 3 (MS42000007 000).
- d. **APPLICATION V 20-10-04:** Britt Parrish Statesboro LLC, requests a variance from Article XV: Section 1509, Table 5 of the Statesboro Zoning Ordinance on 4.75 acres of property located on Veterans Memorial Parkway to place freestanding signs in excess of 60 square feet in Sign District 3 (MS42000007 000).

A motion was made to open the public hearing.

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

A motion was made to close the public hearing.

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

A motion was made to approve applications V 20-10-01, V 20-10-02, V 20-10-03 and V 20-10-04.

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

**Public Hearing and Consideration of a Motion to Approve: APPLICATION RZ 20-10-07: TBR, LLC requests a Zoning Map Amendment of approximately 0.26 acres of property located at 102 South Zetterower Avenue from the R-15 (Single-Family Residential) to the CBD (Central Business) zoning district to establish a commercial use on the property (S40 000003 000).**

A motion was made to open the public hearing.

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

A motion was made to close the public hearing.

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

A motion was made to approve application **RZ 20-10-07**.

<b>RESULT:</b>	Approved (Unanimous)
<b>MOVER:</b>	Councilmember Paulette Chavers
<b>SECONDER:</b>	Councilmember Shari Barr
<b>AYES:</b>	Boyum, Chavers, Mack, Barr
<b>ABSENT</b>	Councilmember John Riggs

**Consideration of a Motion to approve a one-time payment of \$500.00 to all City of Statesboro employees for pandemic hazard pay.**

A motion was made to approve a one-time payment of \$500.00 to all City of Statesboro employees for pandemic hazard pay.

<b>RESULT:</b>	Approved (Unanimous)
<b>MOVER:</b>	Councilmember Venus Mack
<b>SECONDER:</b>	Councilmember Paulette Chavers

<b>AYES:</b>	Boyum, Chavers, Mack, Barr
<b>ABSENT</b>	Councilmember John Riggs

**Consideration of a Motion to approve Resolution 2020-31: A Resolution to adopt the second amendment to the Fiscal Year 2021 budget for each fund of the City of Statesboro, Georgia, appropriating the amounts shown in each budget as expenditures/expenses, adopting the several items of revenue anticipations, and prohibiting expenditures or expenses from exceeding the actual funding appropriated.**

A motion was made to **Resolution 2020-31**: a resolution adopting the second amendment to the Fiscal Year 2021 budget.

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

**Consideration of a motion to approve award of contract to Bleakly Advisory Group in the amount of \$45,720 and award of contract to the Coastal Regional Commission in the amount of \$15,000 (\$60,720 total) for collaborative work on a Comprehensive Citywide Housing Study. These funds will be paid from the CHIP Grant Revolving Loan Fund.**

A motion was made to approve the award of contract to Bleakly Advisory Group in the amount of \$45,720.00 and award of contract to the Coastal Regional Commission in the amount of \$15,000.00 for work on a Comprehensive Citywide Housing Study.

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

**Consideration of award of contract for the purchase of a Front Load Refuse Truck to New Way Trucks per Sourcwell contract in the amount of \$309,947.84. This item will be purchased with Solid Waste Collection revenue funds.**

A motion was made to approve award of contract to New Way Trucks for the purchase of a Front Load Refuse Truck.

<b>RESULT:</b>	Approved (Unanimous)
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<b>MOVER:</b>	Councilmember Shari Barr
<b>SECONDER:</b>	Councilmember Paulette Chavers
<b>AYES:</b>	Boyum, Chavers, Mack, Barr
<b>ABSENT</b>	Councilmember John Riggs

### **Other Business from City Council**

Councilmember Paulette Chavers stated there will be a food give away on Saturday November 21<sup>st</sup> on Denmark Street. It will start at 11:00 am and last until the food is gone.

Councilmember Venus Mack stated at her business the Glam Bar Salon individuals can stop by and pick up food starting tomorrow at 10:45 am.

Councilmember Shari Barr announced there will be a public meeting held tomorrow in the Council Chamber starting at 5:00 pm for public input regarding the proposed maintenance code. It will also be aired Facebook live.

### **City Managers Comments**

City Manager Charles Penny called on City Attorney Cain Smith to present the last item from the previous work session that covered alcohol licensing. House Bill 879, which allows for delivery of alcoholic beverages and allows package sales to commence at 11:00 am on Sundays. In order to roll back the time for Sunday package sales we would need to amend Chapter 6 section 7(n)(4). In addition, there is a prohibition against the delivery of alcoholic beverages in the city code. In order to allow for delivery an amendment needs to be made to Chapter 6 Section 7(v)(1) and strike that portion which does not allow for delivery. This section also has a prohibition on drive thru sales as well.

There was conversation regarding drive-thru sales of packaged alcohol and its prohibition. City Attorney Cain Smith stated the state allows for drive thru sales this is strictly a local rule.

Direction was given to move forward with first reading of amendments to Chapter 6 section 7(n)(4) rolling back the time for Sunday Package sales from 12:30 pm to 11:00 am and in section 7(v)(1) striking the delivery prohibition and the drive thru prohibition. First reading will take place at the first meeting in December.

City Manager Charles Penny gave an update on the assistance programs the city has created for rental/mortgage, utilities and small business. So far, the rental/mortgage assistance administered by the United Way received 129 applications. So far they helped 8 families from being evicted.

The utility assistance is administered by Action Pact when they opened up they helped about 8 families immediately. With the colder weather, moving in we will see more need for this assistance for gas.

The small business assistance administered by Business Innovation Group (BIG) has received 67 applications. The total number of completed applications is 51. Different types of business have been applying for this assistance. On average, the businesses that have applied have 3.9 employees with an average business revenue of \$160,000.00 per year.

### **Public Comments (General): None**



## Consideration of a Motion to Adjourn

A motion was made to

**RESULT:**

Approved (Unanimous)

**MOVER:**

Councilmember

**SECONDER:**

Councilmember

**AYES:**

Boyum, Chavers, Mack, Riggs, Barr

**ABSENT**

The meeting was adjourned at 6:11 pm

# CITY OF STATESBORO

## COUNCIL

Phillip A. Boyum  
Paulette Chavers  
Venus Mack  
John C. Riggs  
Shari Barr



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:** Cain Smith, City Attorney

**Date:** November 20, 2020

**RE:** December 1, 2020 City Council Agenda Items

**Policy Issue:** *Consideration of motion to approve execution of documents to amend Service Delivery Strategies agreement to include listing CDBG as funding mechanism and include reference to the Statesboro-Bulloch County Land Bank*

**Recommendation:** N/A

**Background:** On June 18, 2019, City approved SDS with Bulloch County and other Bulloch County municipalities. Proposed amendments are necessary to further the intended purposes of City's participation in U. S. Housing and Urban Development (HUD) grant application programs.

**Budget Impact:** None

**Council Person and District:** All

**Attachments:** Proposed amended SDS agreement



**SERVICE DELIVERY STRATEGY**

**FORM 1**

COUNTY: **BULLOCH COUNTY**

**I. GENERAL INSTRUCTIONS:**

1. FORM 1 is required for **ALL** SDS submittals. Only one set of these forms should be submitted per county. The completed forms shall clearly present the collective agreement reached by all cities and counties that were party to the service delivery strategy.
2. List each local government and/or authority that provides services included in the service delivery strategy in Section II below.
3. List all services provided or primarily funded by each general purpose local government and/or authority within the county that are continuing *without change* in Section III, below. (It is acceptable to break a service into separate components if this will facilitate description of the service delivery strategy.)

OPTION A <i>Revising or Adding to the SDS</i>	OPTION B <i>Extending the Existing SDS</i>
<ol style="list-style-type: none"><li>4. List all services provided or primarily funded by each general purpose local government and authority within the county which are revised or added to the SDS in Section IV, below. (It is acceptable to break a service into separate components if this will facilitate description of the service delivery strategy.)</li><li>5. For <b>each</b> service or service component listed in Section IV, complete a separate, updated <i>Summary of Service Delivery Arrangements</i> form (FORM 2).</li><li>6. Complete one copy of the <i>Certifications</i> form (FORM 4) and have it signed by the authorized representatives of participating local governments. [Please note that DCA cannot validate the strategy unless it is signed by the local governments required by law (see Instructions, FORM 4).]</li></ol>	<ol style="list-style-type: none"><li>4. In Section IV type, "NONE."</li><li>5. Complete one copy of the <i>Certifications for Extension of Existing SDS</i> form (FORM 5) and have it signed by the authorized representatives of the participating local governments. [Please note that DCA cannot validate the strategy unless it is signed by the local governments required by law (see Instructions, FORM 5).]</li><li>6. Proceed to step 7, below.</li></ol> <div data-bbox="846 1178 1544 1409"><p><i>For answers to most frequently asked questions on Georgia's Service Delivery Act, links and helpful publications, visit DCA's website at <a href="http://www.dca.ga.gov/development/PlanningQualityGrowth/programs/servicedelivery.asp">http://www.dca.ga.gov/development/PlanningQualityGrowth/programs/servicedelivery.asp</a>, or call the Office of Planning and Quality Growth at (404) 679-5279.</i></p></div>

7. If any of the conditions described in the existing *Summary of Land Use Agreements* form (FORM 3) have changed or if it has been ten (10) or more years since the most recent FORM 3 was filed, update and include FORM 3 with the submittal.
8. Provide the completed forms and any attachments to your regional commission. The regional commission will upload digital copies of the SDS documents to the Department's password-protected web-server.

**NOTE: ANY FUTURE CHANGES TO THE SERVICE DELIVERY ARRANGEMENTS DESCRIBED ON THESE FORMS WILL REQUIRE AN UPDATE OF THE SERVICE DELIVERY STRATEGY AND SUBMITTAL OF REVISED FORMS AND ATTACHMENTS TO THE GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS UNDER THE "OPTION A" PROCESS DESCRIBED, ABOVE.**



**II. LOCAL GOVERNMENTS INCLUDED IN THE SERVICE DELIVERY STRATEGY:**

In this section, list all local governments (including cities located partially within the county) and authorities that provide services included in the service delivery strategy.

Bulloch County, City of Statesboro, Town of Brooklet, Town of Portal, Town of Register  
Development Authority of Bulloch County, Statesboro Housing Authority, Statesboro-Bulloch County  
Land Bank, Statesboro Convention and Visitors Bureau

**III. SERVICES INCLUDED IN THE EXISTING SERVICE DELIVERY STRATEGY THAT ARE BEING EXTENDED WITHOUT CHANGE:**

In this section, list each service or service component already included in the existing SDS which will continue as previously agreed with no need for modification.

Airport, Animal Shelter/Control, Code Enforcement, Courts, Development Services, Elections and Voter  
Registration, Emergency 911, Emergency, Management, Emergency Medical and Rescue, Engineering,  
Fire Protection, Jail, Law Enforcement, Library, Planning and Zoning, Road and Street Maintenance,  
Solid Waste Collection, Recycling, Solid Waste Disposal, Tourism

**IV. SERVICES THAT ARE BEING REVISED OR ADDED IN THIS SUBMITTAL:**

In this section, list each new service or new service component which is being added and each service or service component which is being revised in this submittal. For each item listed here, a separate Summary of Service Delivery Arrangements form (FORM 2) must be completed.

Downtown Development\*, Economic Development\*, Housing and Urban Redevelopment (added service  
and local government authorities), Natural Gas\*, Parks and Recreation\*, Road and Street Construction\*,  
Senior Citizens Program / Title 3\*, Social Services / Public Health\* (added Public Health to the services  
cluster), Stormwater\*, Wastewater\* Water\*

\* Revised to identify CDBG as a funding method.

# **Bulloch County Service Delivery Strategy**

***Bulloch County, Town of Brooklet, Town of Portal, Town of Register,  
And the City of Statesboro***

All local governments in Bulloch County have worked together to develop this service delivery strategy. The goal is to discover the best way to deliver services to the people in our community in the most effective, equitable, and professional manner possible. We believe that the agreement contained herein represents the best efforts of all parties to meet the challenges set forth in the Service Delivery Act, which include the elimination of double taxation, duplication of services, the justification of water and sewer rate differentials, the elimination of conflicts in our land use plans, and the establishment of a process for resolving land use classification disputes.

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## SERVICE DELIVERY STRATEGY

# Form 2: Summary of Service Delivery Arrangements

**Instructions:** Make copies of this form and complete one for each service listed on FORM 1, Section III. Use exactly the same service names listed on FORM 1. Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.

**County: Bulloch**

**Service: Airport**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
Service provider: *Bulloch County*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☐ Yes (if "Yes," you must attach additional documentation as described, below)

☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	Special Revenue Fund, SPLOST, TSPLOST

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include SPLOST and TSPLOST.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Animal Shelter/Control**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
Service provider: *Bulloch County*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	General Fund, SPLOST

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include SPLOST.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County:** Bulloch

**Service:** Code Enforcement

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ One or more cities will provide this service within their incorporated boundaries, and the county will provide the service in unincorporated areas: Service Provider: *Bulloch County, City of Statesboro, Town of Brooklet, Town of Portal, Town of Register*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	Insurance Premium Tax
City of Statesboro	General Fund
Town of Brooklet	General Fund
Town of Portal	General Fund
Town of Register	General Fund

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

No change.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

**Instructions:** Make copies of this form and complete one for each service listed on FORM 1, Section III. Use exactly the same service names listed on FORM 1. Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.

**County: Bulloch**

**Service: Courts**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ **Other.** Service Provider: *Bulloch County provides court service countywide. The City of Statesboro and Towns of Brooklet, Register and Portal provide municipal court services within their respective incorporated limits.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ **Yes** (if "Yes," you must attach additional documentation as described, below)  
☒ **No**

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	General Fund
City of Statesboro	General Fund
Town of Brooklet	General Fund
Town of Portal	General Fund
Town of Register	General Fund

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

No change.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

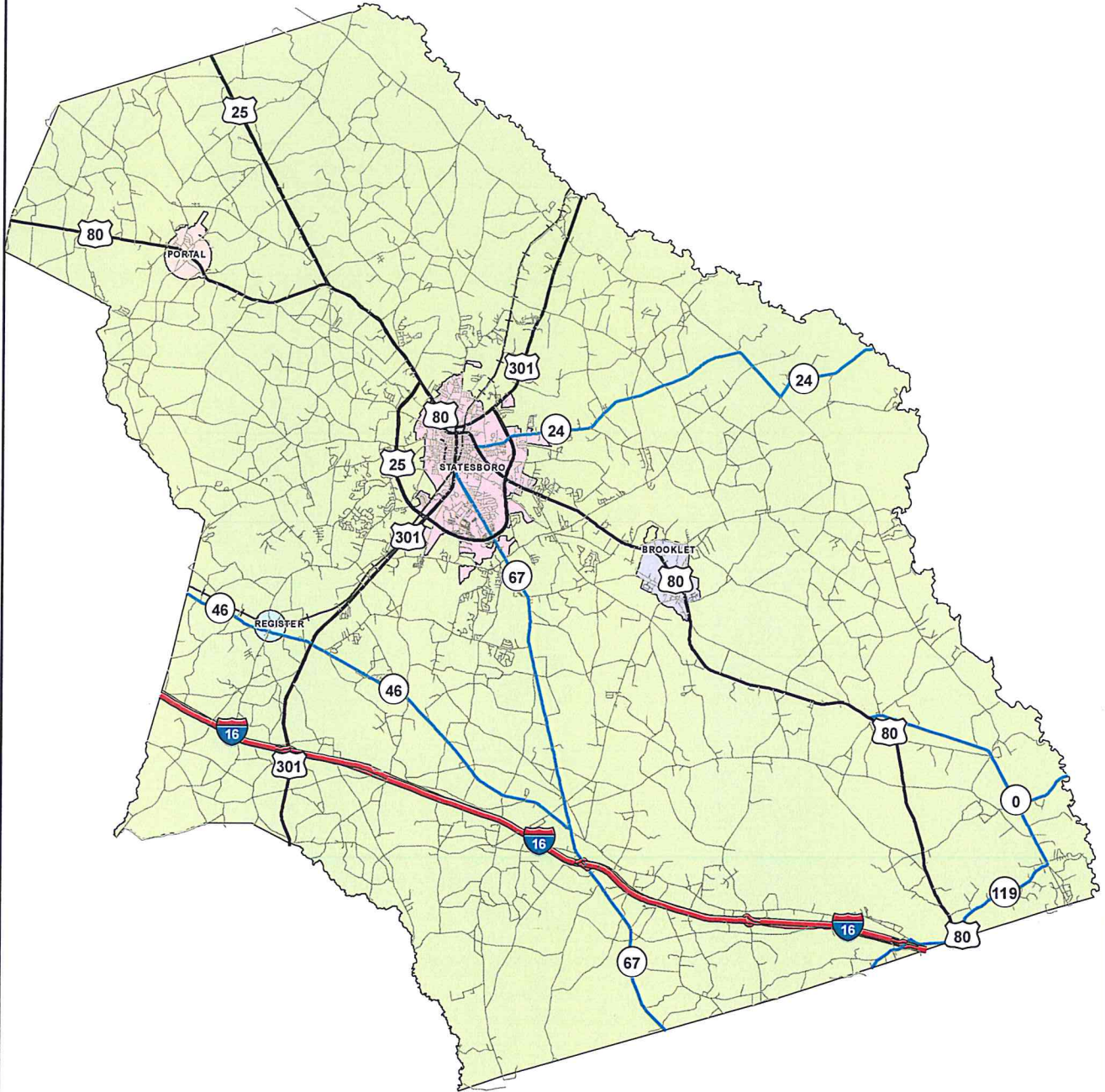
Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





SERVICE DELIVERY AREAS

- BROOKLET
- PORTAL
- REGISTER
- STATESBORO
- BULLOCH COUNTY



0 1.5 3 6 Miles

## BULLOCH COUNTY COURT SERVICES





## SERVICE DELIVERY STRATEGY

# Form 2: Summary of Service Delivery Arrangements

**Instructions:** Make copies of this form and complete one for each service listed on FORM 1, Section III. Use exactly the same service names listed on FORM 1. Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.

**County: Bulloch**

**Service: Development Services**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ One or more cities will provide this service within their incorporated boundaries, and the county will provide the service in unincorporated areas: Service Provider: *Bulloch County, City of Statesboro, Town of Brooklet, Town of Portal, Town of Register*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	Permits Fees, Insurance Premium Tax
City of Statesboro	General Fund
Town of Brooklet	General Fund
Town of Portal	General Fund
Town of Register	General Fund

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include Insurance Premium Tax.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Downtown Development**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

☒ One or more cities will provide this service within their incorporated boundaries, and the service will not be provided in unincorporated areas: *Service Provider: City of Statesboro*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☐ Yes (if "Yes," you must attach additional documentation as described, below)

☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
City of Statesboro	Hotel / Motel tax, CDBG

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include CDBG.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

--

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Economic Development**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
Service provider: *Development Authority of Bulloch County*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	General Fund, SPLOST, CDBG

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include CDBG.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County:** Bulloch

**Service:** Elections and Voter Registration

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Other. Service Provider: Bulloch County provides Voter Registration Countywide. The County also provides Elections Countywide and for Statesboro, Portal and Register. Brooklet performs its own Elections.

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	Charge for Services, General Fund, SPLOST
Brooklet	General Fund

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Not included in previous agreements.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates
Elections – City of Statesboro (Exhibit 2011-050)	Statesboro, Bulloch County	May 17, 2011 / May 17, 2061
Election – Town of Register (Exhibit 2013-072)	Register, Bulloch County	July 15, 2013
Elections – Town of Portal (Exhibit 2015-103)	Portal, Bulloch County	August 18, 2015 / August 18, 2065

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



SERVICE DELIVERY AREAS  
 BROOKLET  
 BULLOCH COUNTY

# BULLOCH COUNTY ELECTIONS & VOTER REGISTRATION







## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Emergency 911**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
*Service provider: Bulloch County*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	Telephone surcharge for E-911

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

No change.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

--

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



## SERVICE DELIVERY STRATEGY Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Emergency Management**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider. Service provider: *Bulloch County. Due to a greater population density and a greater concentration of resources in the City of Statesboro, the City contributes an amount annually to the civil defense fund and provides mutual aid the County in the event of a disaster.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☒ Yes (if "Yes," you must attach additional documentation as described, below)

☐ No

If these conditions will continue under this strategy, **attach an explanation for continuing the arrangement** (i.e., overlapping but higher levels of service (See O.C.G.A. 36-70-24(1)), overriding benefits of the duplication, or reasons that overlapping service areas or competition cannot be eliminated). If these conditions will be eliminated under the strategy, **attach an implementation schedule** listing each step or action that will be taken to eliminate them, the responsible party and the agreed upon deadline for completing it.

*There are overriding benefits to continuing this arrangement because Statesboro provides assistance to the County in the event of an emergency or natural disaster.*

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	General Fund
City of Statesboro	General Fund

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

No change.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Emergency Medical and Rescue**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
*Service provider: Bulloch County*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	General Fund, SPLOST

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include SPLOST.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Engineering**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ One or more cities provide this service only within their incorporated boundaries, and the county will provide the service in the unincorporated areas. Service Provider: *Bulloch County provides engineering in the unincorporated area. The City of Statesboro provides in-house engineering services within city limits.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	Insurance Premium Tax
City of Statesboro	General Fund

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

County Engineer service provided to unincorporated areas and paid from unincorporated revenues (Insurance Premium Tax).

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Fire Protection**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

☒ Other. Service Provider: Statesboro provides Fire Protection inside the city limits and within the Statesboro Fire District. The County provides services outside the Statesboro Fire District.

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☐ Yes (if "Yes," you must attach additional documentation as described, below)

☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	Special service district tax or fee, SPLOST
City of Statesboro	Property taxes, user fees, Statesboro Fire District Tax, SPLOST

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

No change.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates
Intergovernmental Agreement for Fire Protection Services (Exhibit 2018-115)	Bulloch County, City of Statesboro	July 1, 2018 thru June 30, 2019

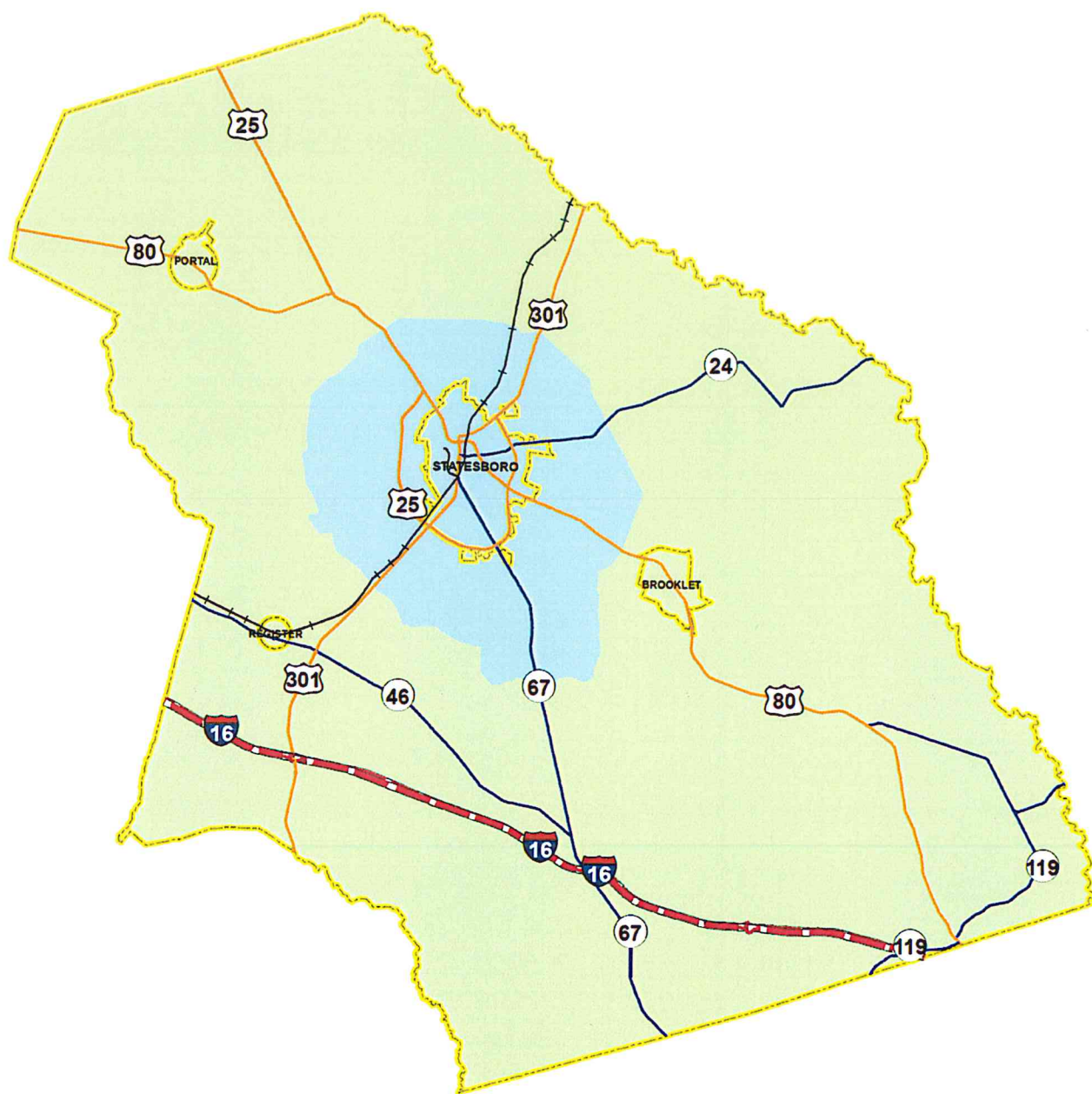
6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch**

Phone Number: **(912) 764-6245**

Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



**SERVICE DELIVERY AREAS**

- STATESBORO
- BULLOCH COUNTY

**BULLOCH COUNTY  
FIRE PROTECTION**



0 12,000 24,000 36,000 48,000 Feet  
1 inch equals 25,935 feet







## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

**Instructions:** Make copies of this form and complete one for each service listed on FORM 1, Section III. Use exactly the same service names listed on FORM 1. Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.

**County: Bulloch**

**Service: Housing and Urban Redevelopment**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

☐ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider. *Service provider: Bulloch County*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☐ Yes (if "Yes," you must attach additional documentation as described, below)

☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
City of Statesboro	General Fund, CDBG, Other Grants, SPLOST
Statesboro Housing Authority	U.S. HUD, Rent Revenues
Statesboro-Bulloch Co. Land Bank	General fund, CDBG, Program Income
Downtown Statesboro Dev. Authority	General fund, Hotel-Motel Taxes

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

This is a new activity/service focuses on creating leverage for improving neighborhood living conditions by addressing sub-standard and affordable housing, blight, and improving the urban core consistent with district-scaled plans.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

The City of Statesboro will immediately establish and assign personnel and other resources for the activity based on strategies developed with neighborhood revitalization and urban redevelopment plans, and by establishing partnerships with governmental and non-governmental stakeholders. Other mechanisms may include, but are not limited to new or revised ordinances, resolutions or statutory approvals to achieve the goals of said plans.

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Jail**

9. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
*Service provider: Bulloch County*

10. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

11. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	General fund

12. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

No change.

13. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates
Intergovernmental Jail Agreement	City of Statesboro, Bulloch County	July 20, 1993, automatically renews annually without further action of parties
Intergovernmental Jail Agreement	Town of Brooklet, Bulloch County	July 1, 1993, automatically renews annually without further action of parties

14. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

15. Person completing form: **Andy Welch**

Phone Number: **(912) 764-6245**

Date Completed: **11.17.2020**

16. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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County: **Bulloch**

Service: **Law Enforcement**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Other. Service Provider: *While the Sheriff and the services he provides are not included within the definition of Local Government Services in the Service Delivery Act, for information purposes only Bulloch County provides law enforcement countywide through the Sheriff's department. Brooklet, Portal, Register, and Statesboro each provide a higher level of law enforcement through their respective police departments.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☐ Yes (if "Yes," you must attach additional documentation as described, below)

☒ No

If these conditions will continue under this strategy, **attach an explanation for continuing the arrangement** (i.e., overlapping but higher levels of service (See O.C.G.A. 36-70-24(1)), overriding benefits of the duplication, or reasons that overlapping service areas or competition cannot be eliminated). If these conditions will be eliminated under the strategy, **attach an implementation schedule** listing each step or action that will be taken to eliminate them, the responsible party and the agreed upon deadline for completing it.

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	General fund
City of Statesboro	General fund
Town of Brooklet	General fund
Town of Portal	General fund
Town of Register	General fund

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

No change.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

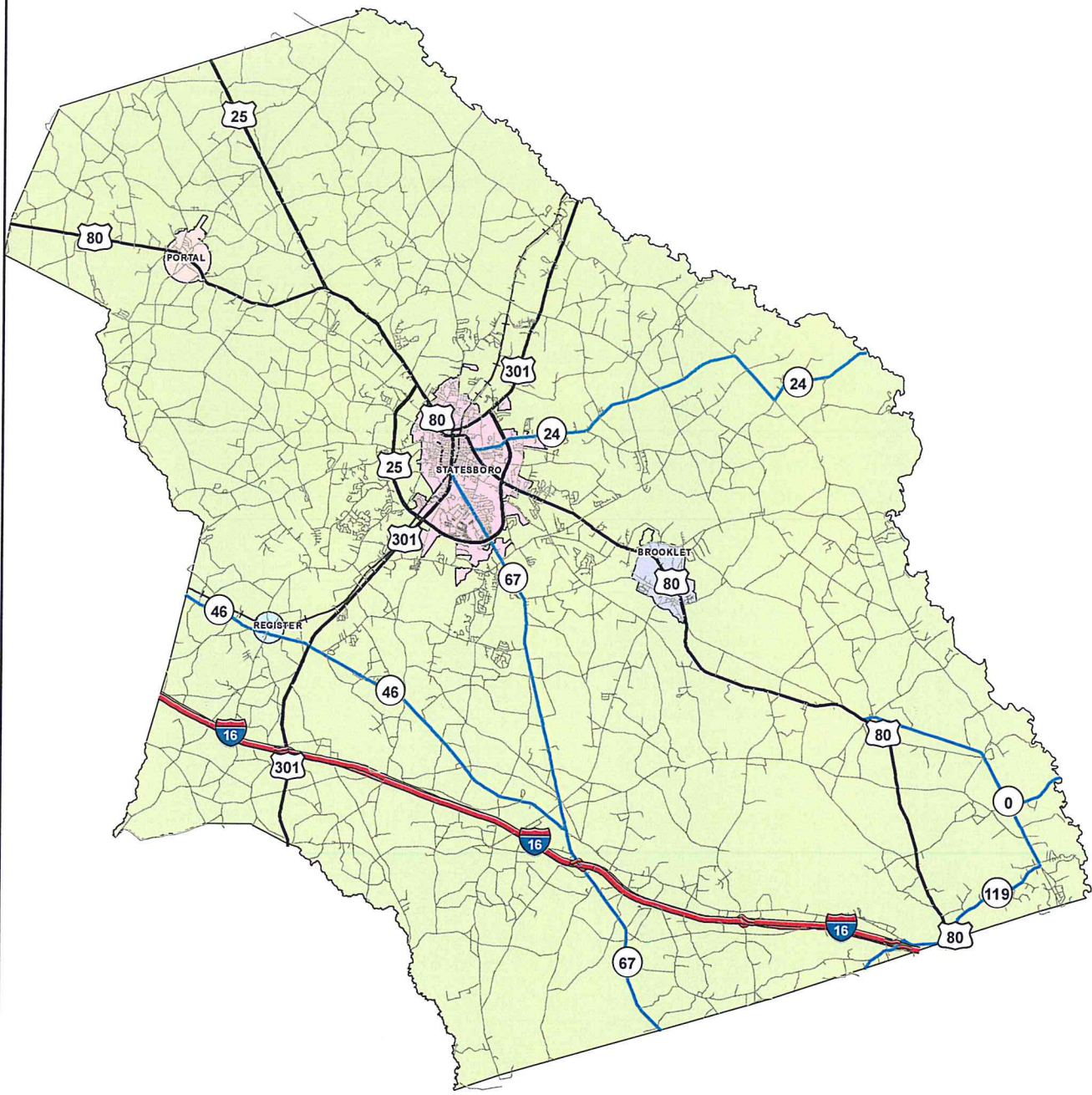
7. Person completing form: **Andy Welch**

Phone Number: **(912) 764-6245**

Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





SERVICE DELIVERY AREAS

- BROOKLET
- PORTAL
- REGISTER
- STATESBORO
- BULLOCH COUNTY



0 1.5 3 6 Miles

# BULLOCH COUNTY LAW ENFORCEMENT





## SERVICE DELIVERY STRATEGY

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**County: Bulloch**

**Service: Library**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
*Service provider: Bulloch County*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	General fund

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Service completely funded by County.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY

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**County: Bulloch**

**Service: Natural Gas**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

☒ One or more cities will provide this service within their incorporated boundaries, and the service will not be provided in unincorporated areas: *Service Provider: City of Statesboro*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☐ Yes (if "Yes," you must attach additional documentation as described, below)

☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
City of Statesboro	Enterprise fund, CDBG

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include CDBG.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Parks and Recreation**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
*Service provider: Bulloch County*

*Under the terms of the service delivery agreement, the municipalities agree to continue to provide, at no cost to the county, facilities, and equipment within municipal limits for the county to use for recreation purposes. Under the terms of this agreement, while the county's use of recreation facilities owned by the municipalities will be allowed, the county will not be required to use any or all of these facilities for the purpose of providing recreation services.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	General fund, SPLOST, TSPLOST, CDBG

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Service completely funded by the County. Updated funding method to include CDBG.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

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8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Planning and Zoning**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ One or more cities provide this service only within their incorporated boundaries, and the county will provide the service in the unincorporated areas. Service Provider: *Bulloch County provides planning and zoning services primarily for the benefit of the unincorporated area. Brooklet, Portal, Register, and Statesboro each provide this within the city limits.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	Charge for Services, Insurance Premium Tax
City of Statesboro	General fund
Town of Brooklet	General fund
Town of Portal	General fund
Town of Register	General fund

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

County funding from Insurance Premium Tax

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

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8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Road and Street Construction**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ One or more cities provide this service only within their incorporated boundaries, and the county will provide the service in the unincorporated areas. Service Provider: *Bulloch County completes road construction in unincorporated areas of the county. The City of Statesboro, Town of Brooklet, Town of Portal, and Town of Register construct roads and streets within their respective city limits. All parties to the service delivery agreement concur that county roads are available countywide to all residents and non-residents.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	SPLOST, TSPLOST, General fund, Grants, CDBG
City of Statesboro	SPLOST, TSPLOST, General fund, Grants, CDBG
Town of Brooklet	SPLOST, TSPLOST, General fund, Grants, CDBG
Town of Portal	SPLOST, TSPLOST, General fund, Grants, CDBG
Town of Register	SPLOST, TSPLOST, General fund, Grants, CDBG

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include CDBG.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY

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**County: Bulloch**

**Service: Road and Street Maintenance**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Other. Service Provider: *Bulloch County conducts routine maintenance of roads in unincorporated Bulloch County. However, the county assists, at times, the municipalities and provides maintenance of city streets. The City of Statesboro, Town of Brooklet, Town of Portal, and Town of Register maintain streets within their municipal limits at a higher level than that which the county provides.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☒ Yes (if "Yes," you must attach additional documentation as described, below)  
☐ No

*The county and all municipalities have agreed that there are overriding benefits to continuing the existing service delivery arrangement. Under this service delivery agreement, Bulloch County will continue to fund road maintenance through the general fund and TSPLOST. The municipalities will fund higher levels of road maintenance as needed through their respective general funds and TSPLOST. All parties to the service delivery agreement concur that county roads are available countywide to all residents and non-residents.*

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	TSPLOST, General fund
City of Statesboro	TSPLOST, General fund
Town of Brooklet	TSPLOST, General fund
Town of Portal	TSPLOST, General fund
Town of Register	TSPLOST, General fund

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include TSPLOST.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

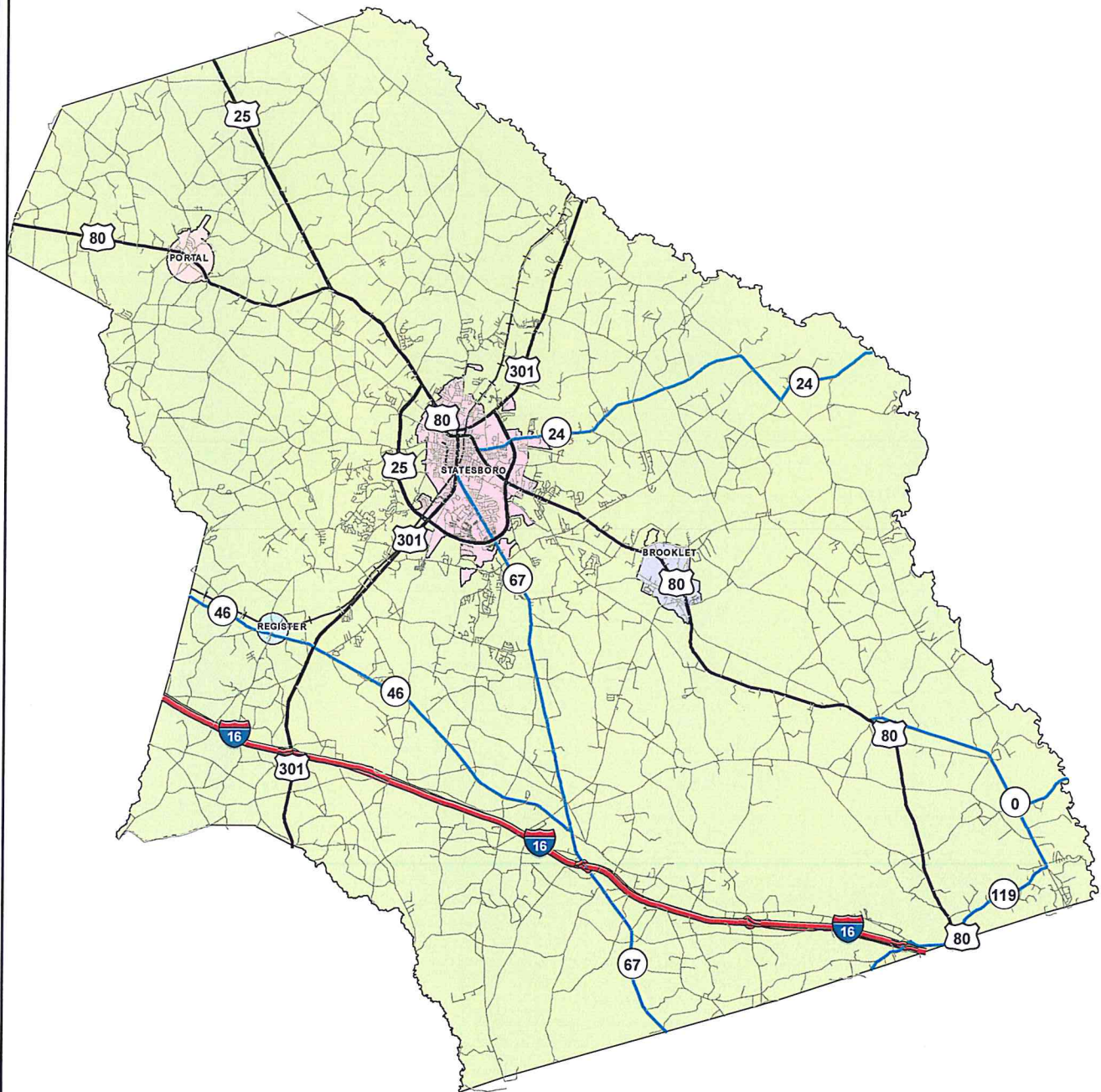
7. Person completing form: **Andy Welch**

Phone Number: **(912) 764-6245**

Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





**SERVICE DELIVERY AREAS**

- BROOKLET
- PORTAL
- REGISTER
- STATESBORO
- BULLOCH COUNTY



0 1.5 3 6 Miles

## BULLOCH COUNTY ROAD & STREET MAINTENANCE





## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Senior Citizens Programs / Title 3**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
*Service provider: Bulloch County*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	General fund, CDBG

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

County fully funds service. Updated funding method to include CDBG.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY

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**County: Bulloch**

**Service: Social Services / Public Health**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
*Service provider: Bulloch County*

Bulloch County provides financial assistance to various local social service providers, including the local women's shelter, the Bulloch County Alcohol and Drug Council, High Hope, Pineland Community Service Board, DFACS, and Action Pact.

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	General fund, CDBG

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include Action Pact, Public Health and CDBG.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



## SERVICE DELIVERY STRATEGY

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**County: Bulloch**

**Service: Solid Waste Collection / Recycling**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ One or more cities provide this service only within their incorporated boundaries, and the county will provide the service in the unincorporated areas. Service Provider: *Bulloch County provides Solid Waste Collection / Recycling services primarily for the benefit of the unincorporated residents. The City of Statesboro pays the County \$122,000 per year to reduce the costs of sending trash to the landfill. Brooklet, Portal, and Statesboro provide solid waste collection services within their incorporated boundaries.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	Tippage fees, funds from sale of recycled materials, SPLOST, Insurance Premium Tax
City of Statesboro	General fund, user fees, SPLOST
Town of Brooklet	General fund, user fees
Town of Portal	General fund, user fees, SPLOST

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to User Fees, Insurance Premium Tax and SPLOST.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

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**County: Bulloch**

**Service: Solid Waste Disposal**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
Service Provider: *The City of Statesboro and Bulloch County jointly fund the operation of the landfill and transfer station, which is a service provided countywide to all residents, and which is funded through user fees. The City of Statesboro coordinates the day-to-day administration and operation of the landfill and transfer station.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☐ Yes (if "Yes," you must attach additional documentation as described, below)

☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Bulloch County	SPLOST
City of Statesboro	User fees, SPLOST

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include SPLOST.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates
Waste Supply and Disposal Agreement	City of Statesboro, Bulloch County, The Wayne County Solid Waste Management Authority, Republic Services of Georgia	January 2002 – January 2007 with option to extend to July 2022
Transportation Agreement	City of Statesboro, Bulloch County, Republic Services of Georgia	January 2002 – January 2007 with option to extend to July 2022

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

**Instructions:** Make copies of this form and complete one for each service listed on FORM 1, Section III. Use exactly the same service names listed on FORM 1. Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.

**County: Bulloch**

**Service: Stormwater**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

☒ One or more cities will provide this service within their incorporated boundaries, and the service will not be provided in unincorporated areas: *Service Provider: City of Statesboro*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☐ Yes (if "Yes," you must attach additional documentation as described, below)

☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
City of Statesboro	Water-sewer fund, Stormwater fees, CDBG

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include CDBG.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

**Instructions:** Make copies of this form and complete one for each service listed on FORM 1, Section III. Use exactly the same service names listed on FORM 1. Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.

**County: Bulloch**

**Service: Tourism**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

- ☒ Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider.  
Service provider: *Statesboro Convention and Visitors Bureau*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

- ☐ Yes (if "Yes," you must attach additional documentation as described, below)  
☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
Convention and Visitors Bureau	Hotel / Motel Taxes

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Service formerly called Convention and Tourism.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **11.17.2020**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No





## SERVICE DELIVERY STRATEGY Form 2: Summary of Service Delivery Arrangements

**Instructions:** Make copies of this form and complete one for each service listed on FORM 1, Section III. Use exactly the same service names listed on FORM 1. Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.

**County: Bulloch**

**Service: Wastewater**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

☒ Other. Service Provider: *The City of Statesboro provides wastewater collection and treatment within its city limits and to some areas outside the city limits. The service area is shown on the attached map. The Town of Portal provides wastewater collection and treatment within its city limits. The service area is shown on the attached map.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☐ Yes (if "Yes," you must attach additional documentation as described, below)

☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
City of Statesboro	SPLOST, Water-sewer fund, CDBG
Town of Portal	SPLOST, Water-sewer fund, CDBG

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include CDBG.

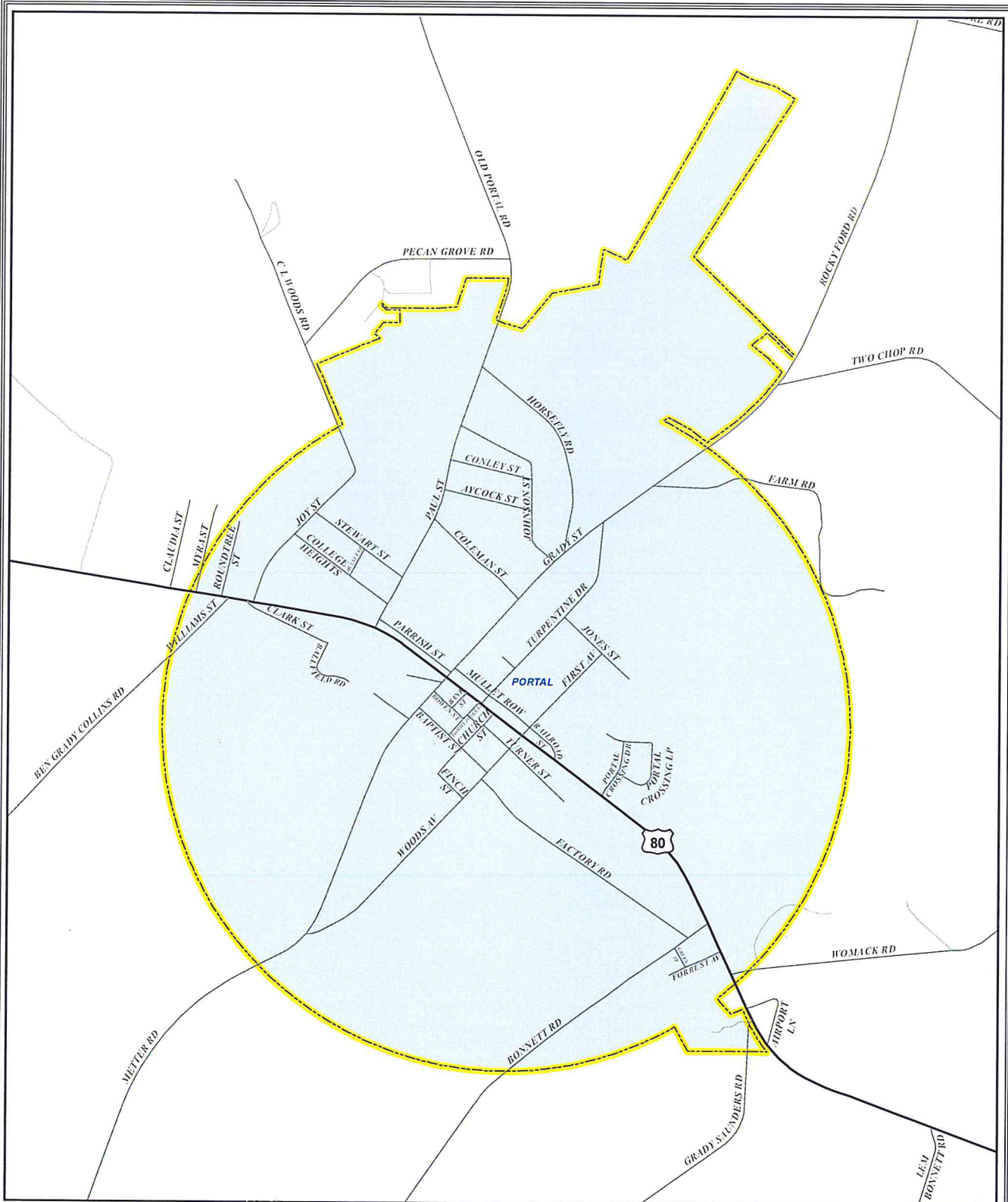
5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **Feb 18, 2011**

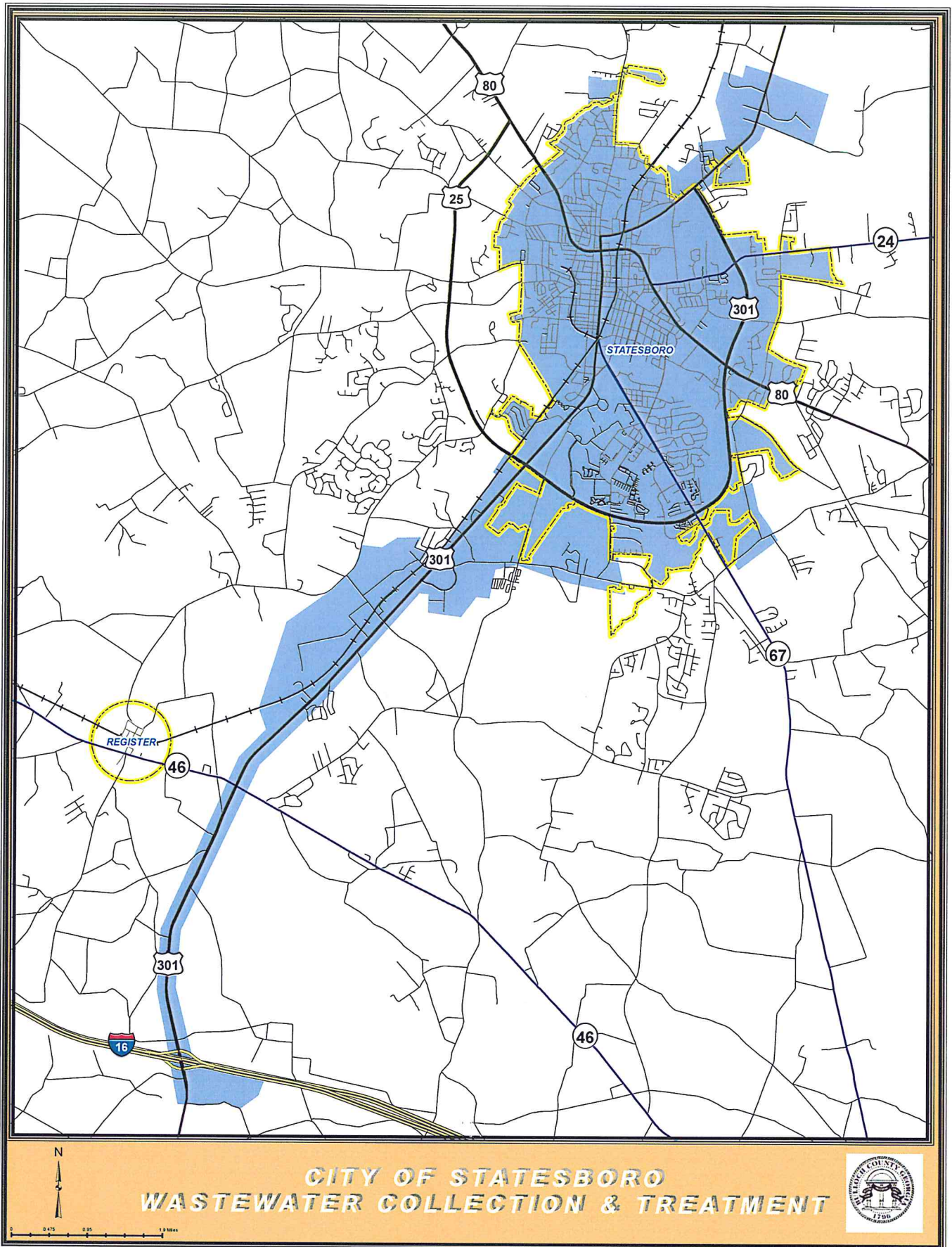
8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



TOWN OF PORTAL  
WASTEWATER COLLECTION & TREATMENT











## SERVICE DELIVERY STRATEGY

### Form 2: Summary of Service Delivery Arrangements

**Instructions:** Make copies of this form and complete one for each service listed on FORM 1, Section III. Use exactly the same service names listed on FORM 1. Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.

**County: Bulloch**

**Service: Water**

1. Check the box that best describes the agreed upon delivery arrangement for this service:

☒ Other. Service Provider: *The City of Statesboro, Town of Brooklet, Town of Portal, and Town of Register all provide water to residents living inside their respective corporate limits, and with the exception of Brooklet, each city provides water to some residents living outside the city limits. Maps are attached to show geographic service areas. Each city charges a higher rate for water services to residents living outside their city limits. Each city has provided a justification for rate differentials.*

2. In developing this strategy, were overlapping services areas, unnecessary competition and/or duplication of this service identified?

☐ Yes (if "Yes," you must attach additional documentation as described, below)

☒ No

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.)

Local Government or Authority	Funding Method
City of Statesboro	SPLOST, Water-sewer fund, User Fees, CDBG
Town of Brooklet	SPLOST, User fees, CDBG
Town of Portal	SPLOST, User fees, CDBG
Town of Register	SPLOST, User fees, CDBG

4. How will the strategy change the previous arrangement for providing and/or funding this service within the county?

Updated funding method to include CDBG.

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

Agreement Name	Contracting Parties	Effective and Ending Dates

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

7. Person completing form: **Andy Welch** Phone Number: **(912) 764-6245** Date Completed: **Feb 18, 2011**

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No

COUNCILMEN

Keith Brown  
Jimmy Costley  
Roy Jarriel  
Larry Motes  
Cindy McCullough

**City of Portal**

P.O. Box 89 27209 Hwy 80  
PORTAL, Georgia 30450  
(912) 865-2561 Fax (912) 865-5665

Bill Brown, Mayor  
Eva Pitts, Clerk  
Sam Brannen, City Attorney

March 16, 1999

RE: Water Rates Analysis

As you requested, the Town of Portal has prepared an analysis of current water rates for customers inside the city versus rates charged for customers outside the city limits. Water service is available to all residents within the city limits as well as those living ¼ mile outside the city limits. The rate schedule is as follows:

Inside city limits:      \$12.25 first 2,000 gallons  
                                 \$1.50 per 1,000 over the minimum up to 10,000 gallons

Outside city limits:      \$15.00 first 2,000 gallons  
                                 \$1.65 per 1,000 over the minimum up to 10,000 gallons

Water customers outside the city limits have a higher cost of service for the following reasons:

1. The residents of the Town of Portal own the water pump. Residents within the ¼ mile band around Portal have the option of accessing city water, which benefits these citizens who would otherwise need to dig a well.
2. Several years ago when the town received federal funds to upgrade the water system, FHA set the water rates at their current level.
3. The Town of Portal maintains all water lines up to the service meter at the residence. The additional cost for users outside the city limits helps pay for administrative costs related to maintenance needs for these residents.

The current water rate structure is justified for the reasons listed above. If additional information is needed or if I can answer any questions about this matter, please feel free to call me.

Sincerely,

Bill Brown, Mayor  
Town of Portal

June 9, 1998

A motion was made by Keith Brown, seconded by Larry Motes to raise the water rates becoming effective for July Water, billed for August 1, 1998.

Increased rates are:

Inside city limits

\$12.25 minimum first 2,000 gal.

\$1.50 per 1,000 gal. over the minimum up to 10,000 gal

\$1.00 per 1,000 gal. all over 10,000 gal.

Outside city limits

\$15.00 minimum first 2,000 gal.

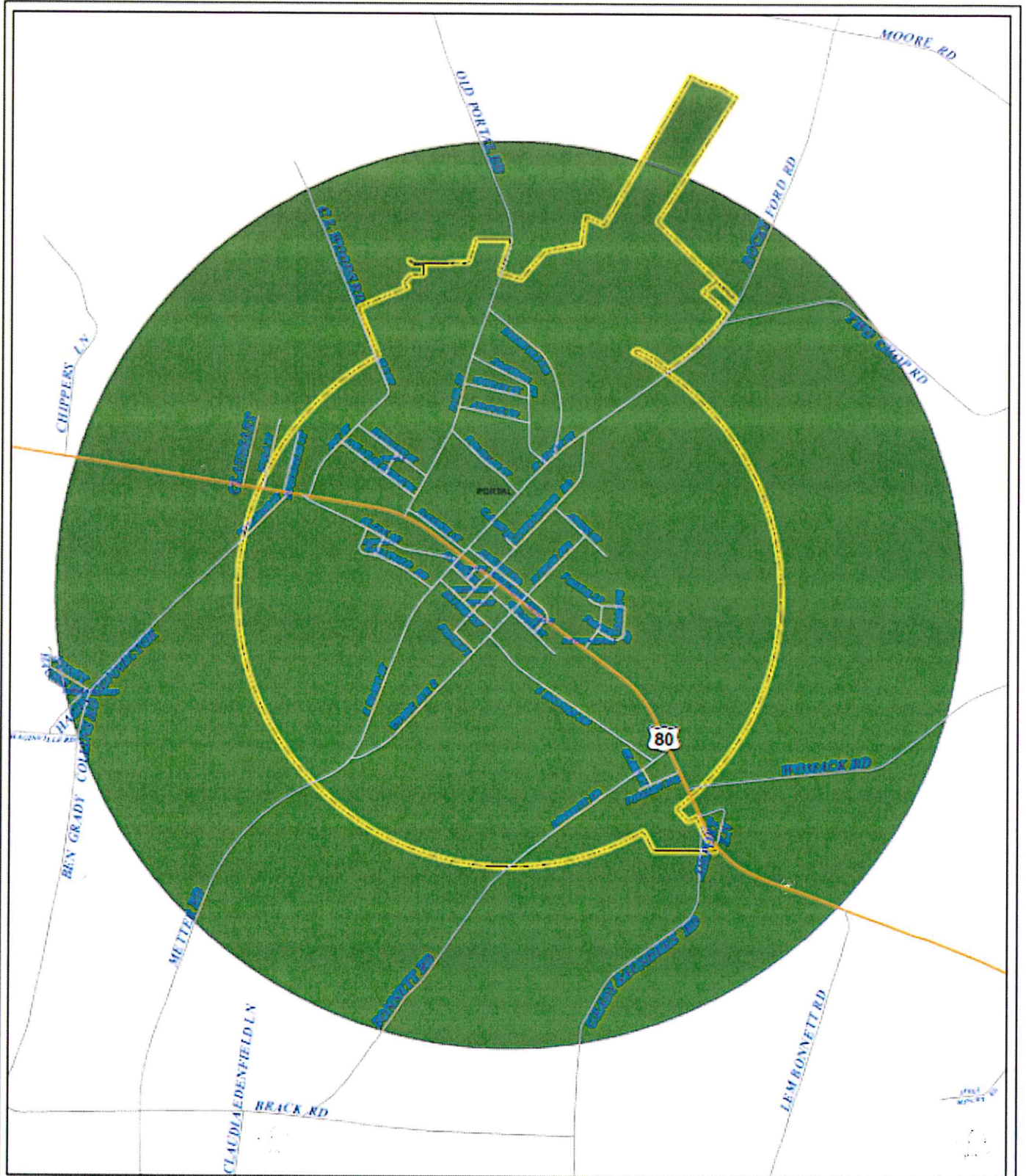
\$1.65 per 1,000 gal. over the minimum up to 10,000 gal

\$1.00 per 1,000 gal. all over 10,000 gal.

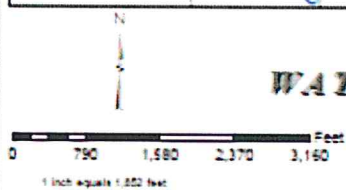
There being no further business, the meeting was duly adjourned.

Respectfully submitted





# **TOWN OF PORTAL WATER SUPPLY AND DISTRIBUTION**



**XII. PROPOSED RATE STRUCTURE AND REVENUE:**

To generate the required revenue to repay the loan, the Town of Portal must experience a rate increase. The Town must generate a total of \$76,663.94 annually to repay the \$503,600.00 loan. To accomplish this it is recommended to increase the rates as shown in Table 5. The average residential customer consumes an average of 5,000 gal/month. On March 31, 1992 a public hearing was held and there was no objections by the residents for the rate increase.

**TABLE 5**

**RESIDENTIAL**  
**IN-TOWN**  
**PROPOSED RATE STRUCTURE**

<u>GALLONS/MONTH</u>	<u>RATE</u>
0-2,000	\$12.00 minimum
2,000-10,000	\$ 1.35
10,000-UP	\$ 1.00

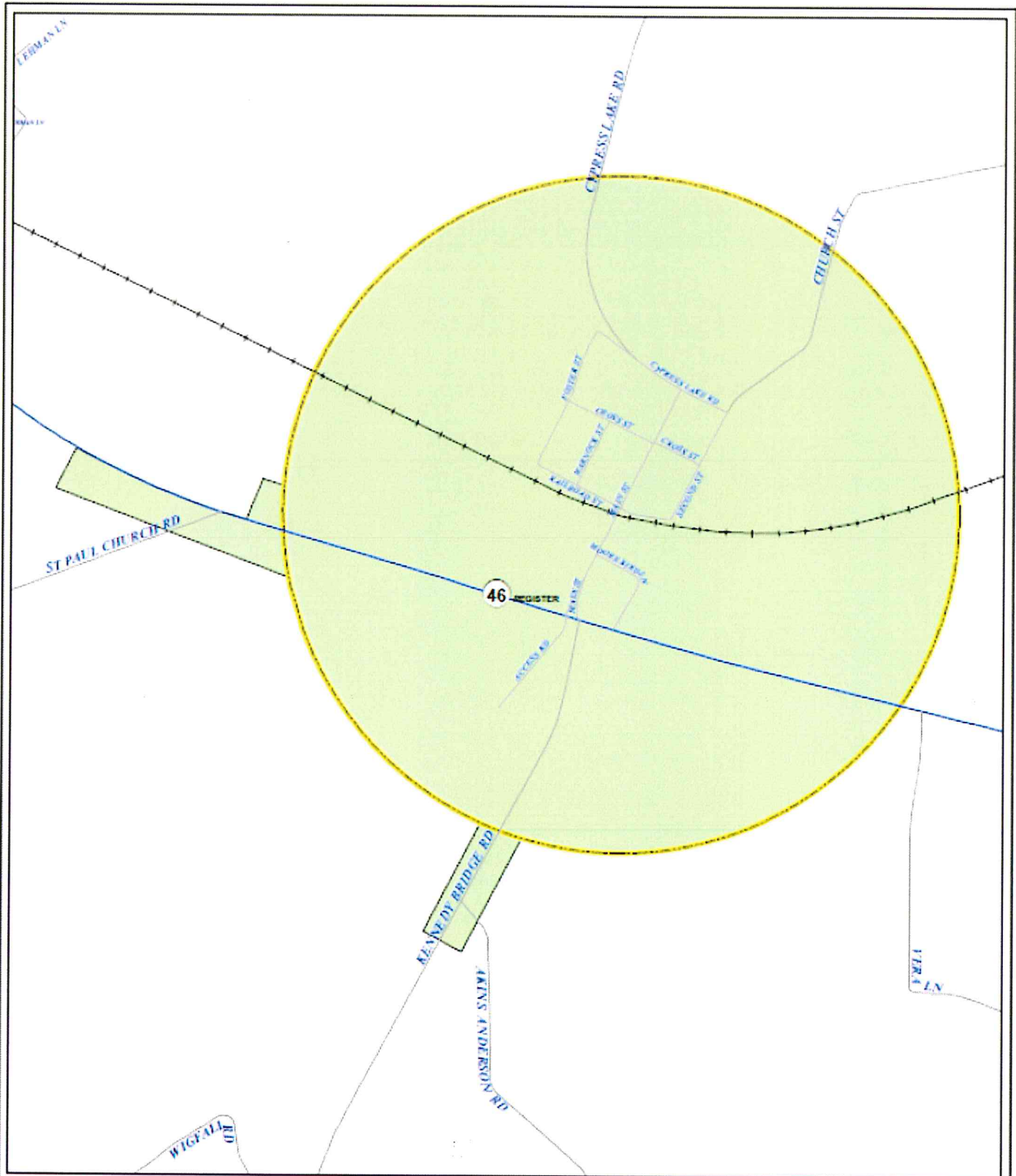
**RESIDENTIAL**  
**OUT-OF-TOWN**  
**PROPOSED RATE STRUCTURE**

<u>GALLONS/MONTH</u>	<u>RATE</u>
0-2,000 (Min)	\$14.00
2,000-10,000	\$ 1.50
10,000-UP	\$ 1.00

**COMMERCIAL**  
**IN-TOWN**  
**PROPOSED RATE STRUCTURE**

<u>GALLONS/MONTH</u>	<u>RATE</u>
0-25,000	\$50.00 minimum
25,000-UP	\$ 1.00

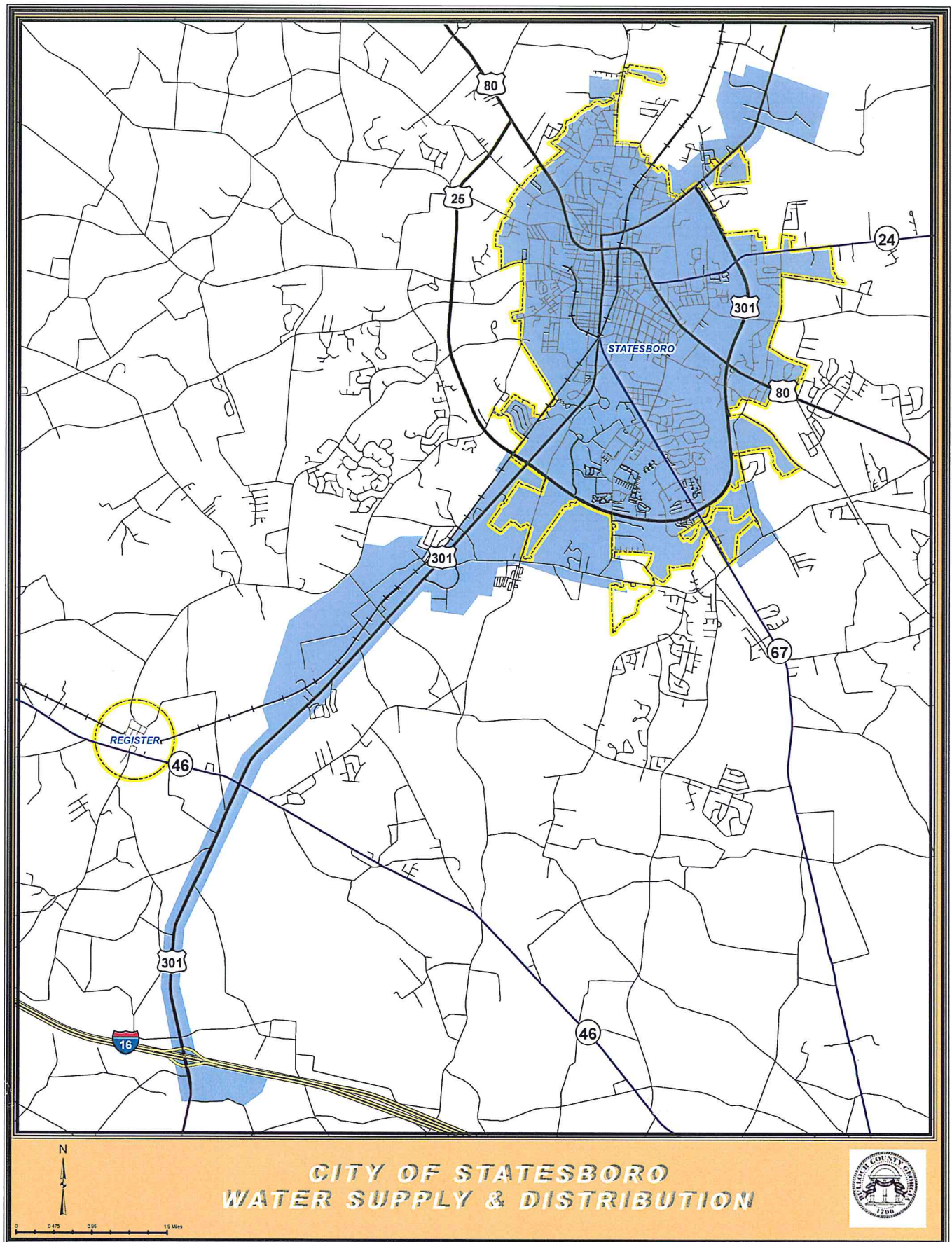


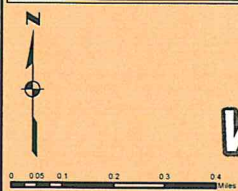


**TOWN OF REGISTER  
WATER SUPPLY AND DISTRIBUTION**













## SERVICE DELIVERY STRATEGY

### Form 3: Summary of Land Use Agreements

**Instructions:** Answer each question below, attaching additional pages as necessary. Please note that any changes to the answers provided will require an update of the service delivery strategy. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.

**County: Bulloch**

1. What incompatibilities or conflicts between the land use plans of local governments were identified in the process of developing the service delivery strategy?

No conflicts have been identified.

2. Check the boxes indicating how these incompatibilities or conflicts were addressed:

- ☐ Amendments to existing comprehensive plans  
☐ Adoption of a joint comprehensive plan  
☐ Other measures (amend zoning ordinances, add environmental regulations, etc.)

If "other measures" was checked, describe these measures:

**Note:**

If the necessary plan amendments, regulations, ordinances, etc. have not yet been formally adopted, indicate when each of the affected local governments will adopt them.

3. What policies, procedures, and/or processes have been established by local governments (and water and sewer authorities) to ensure that new extraterritorial water and sewer service will be consistent with all applicable land use plans and ordinances?

In all effort to ensure that extraterritorial water and service extensions or improvements are consistent with all applicable land use plans and ordinances, the respective member governments of Bulloch County, by adopting the service delivery agreement, also agree to establish the following process for the provision of extraterritorial water and sewer services.

- 1) Prior to initiating the provision of water and sewer services outside the boundaries of that respective local government, the City will notify the County government of the services to be provided, the proposed service area, and the anticipated impact on the future land use classification. The notification will include, at a minimum, information on location of property, size of the proposed service area, proposed purpose of the extension (i.e., proposed change in land use), and the current and future land use classification. For the purposes of official notification of the county as required by this agreement, notification of the county shall be achieved by delivery of the required information to the County Manager. Concurrent with the notification to the County Manager, the city will forward the proposed extraterritorial extension data required above to the county Zoning Administrator for review. Within 10 working days following receipt of the above information, the County will forward to the City a statement either: (a) indicating that the County has no objection to the proposed extraterritorial water or sewer service and its consistency with the land use plan and all applicable ordinances; or (b) describing its bona fide objection(s) and explaining why the proposal is inconsistent with the land use plan and all applicable ordinances, providing supporting evidence, and including a list of any possible stipulations or conditions that would alleviate the county's objections.
- 2) If the County has no objection or fails to respond within the aforementioned time frame to the City's proposed extraterritorial water or sewer service, the City is free to proceed with the provision of the service.
- 3) If the County notifies the City that it has a bona fide objection(s), the City will respond to the County in writing within 10 working days of receiving the County's objection(s) by either: (a) agreeing with the county and stopping action on the proposed extraterritorial water or sewer service; (b) agreeing to implement the county's stipulations and conditions and thereby resolving the County's objection; (c) disagreeing that the County's objection is bona fide and notifying the County that the City will seek a declaratory judgment in court; (d) meeting with appointed representatives from the City and County to mitigate the issue and thereby resolve the County's objection(s) before



mediation; or (e) initiating a 30-day (maximum) mediation process to discuss possible compromises with a mediator selected from the list of mediators approved by the Georgia Department of Community Affairs.

- 4) If the City initiates mediation, the City and County will agree on a mediator, mediation schedule, and determine participants in the mediation. The City and County agree to share equally any costs associated with the mediation.
- 5) If no resolution of the County's bona fide land use classification objection(s) results from the mediation, the City will not proceed with the proposed extension or improvements to the water and sewer service.
- 6) If the City and County reach agreement as described in step 3(a), 3(b), or 3(d) or as a result of the mediation, the City is free to proceed with the extraterritorial water or sewer service.

This extraterritorial process for water and sewer services shall remain in force and effect until and unless the service delivery agreement is formally amended by the respective member governments.

---

4. Person completing form: **Andy Welch**      Phone Number: **(912) 764-6245**      Date Completed: **11.17.2020**
5. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy? ☒ Yes ☐ No



## SERVICE DELIVERY STRATEGY FORM 4: CERTIFICATIONS

### Instructions:

This form must, at a minimum, be signed by an authorized representative of the following governments: 1) the county; 2) the city serving as the county seat; 3) all cities having a 2010 population of over 9,000 residing within the county; and 4) no less than 50% of all other cities with a 2010 population of between 500 and 9,000 residing within the county. Cities with a 2010 population below 500 and local authorities providing services under the strategy are not required to sign this form, but are encouraged to do so.

### COUNTY: BULLOCH

We, the undersigned authorized representatives of the jurisdictions listed below, certify that:

1. We have executed agreements for implementation of our service delivery strategy and the attached forms provide an accurate depiction of our agreed upon strategy (O.C.G.A. 36-70-21);
3. Our service delivery strategy promotes the delivery of local government services in the most efficient, effective, and responsive manner (O.C.G.A. 36-70-24(1));
4. Our service delivery strategy provides that water or sewer fees charged to customers located outside the geographic boundaries of a service provider are reasonable and are not arbitrarily higher than the fees charged to customers located within the geographic boundaries of the service provider (O.C.G.A. 36-70-24 (2));
5. Our service delivery strategy ensures that the cost of any services the county government provides (including those jointly funded by the county and one or more municipalities) primarily for the benefit of the unincorporated area of the county are borne by the unincorporated area residents, individuals, and property owners who receive such service (O.C.G.A. 36-70-24 (3));

<i><b>Jurisdiction</b></i>	<i><b>Title</b></i>	<i><b>Name</b></i>	<i><b>Signature</b></i>	<i><b>Date</b></i>
Bulloch County	Chairman	Roy Thompson		
City of Statesboro	Mayor	Jonathan McCollar		
Town of Brooklet	Mayor	Joe Grooms		
Town of Portal	Mayor	Billy Boggs		
Town of Register	Mayor	Barbara Rushing		



# CITY OF STATESBORO

## COUNCIL

Phillip A. Boyum  
Paulette Chavers  
Venus Mack  
John C. Riggs  
Shari Barr



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:** Cain Smith, City Attorney

**Date:** November 18, 2020

**RE:** December 1, 2020 City Council Agenda Items

**Policy Issue:** *First reading of proposed amendment to the Statesboro Code of Ordinances Chapter 6 Section 6-7(n)(4) allowing alcoholic beverage package sales to commence at 11:00 A.M. Sundays.*

**Recommendation:** N/A

**Background:** HB 879 allows local jurisdictions to permit package sales at 11:00 A.M. on Sundays if jurisdiction previously permits on-premises sales to commence at that hour by voter resolution, which was done by Statesboro voters in November, 2018. Mayor and Council directed drafting of revision at November, 17, 2020 work session for first reading at next regular meeting.

**Budget Impact:** None

**Council Person and District:** All

**Attachments:** Proposed redlined amended version of Section 6-7(n)(4)

Ordinance 2020-12:

Section 6-7 (n) Hours of Operation

4. Only licensed premises for the package sales of beer and wine for off-premises consumption which maintain a valid Sunday sales permit may sell alcoholic beverages on Sunday from ~~12:30 p.m.~~ 11:00 A.M. through 11:30 p.m.



# CITY OF STATESBORO

## COUNCIL

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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:** Cain Smith, City Attorney

**Date:** November 18, 2020

**RE:** December 1, 2020 City Council Agenda Items

**Policy Issue:** *First reading of proposed amendment to the Statesboro Code of Ordinances Chapter 6 Section 6-7(v) allowing delivery and drive through sales of alcoholic beverages.*

**Recommendation:** N/A

**Background:** HB 879 allows local jurisdictions to permit delivery of alcoholic beverages pursuant to O.C.G.A. § 3-3-10. There is no state prohibition on drive through sales of alcoholic beverages. Mayor and Council directed drafting of revision at November, 17, 2020 work session for first reading at next regular meeting.

**Budget Impact:** None

**Council Person and District:** All

**Attachments:** Proposed redlined amended version of Section 6-7(v)

Ordinance 2020-13:

Section 6-7 (v) *Sales areas, activities, drive through sales.*

1 ~~.It shall be unlawful for any licensee to make delivery of any alcoholic beverages licensed to be sold except within the premises or area licensed for sale thereof.~~ Licensees may deliver malt beverages and wine in unbroken packages lawfully sold to and purchased by an individual for personal use and not for resale to an address designated by such individual within the corporate limits of the City, subject to the terms and conditions found in O.C.G.A. § 3-3-10 as amended and the rules and regulations as promulgated by the Georgia Department of Revenue relating to delivery of alcoholic beverages. Drive-through sales are ~~prohibited~~ permitted. ~~This~~ No prohibition shall ~~not~~ apply to the sale of alcoholic beverages to patrons of sidewalk cafés located in Downtown Development Authority district, if such establishment is otherwise licensed to sell alcoholic beverages under the applicable laws and ordinances in the City of Statesboro.

# CITY OF STATESBORO

## COUNCIL

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Paulette Chavers  
Venus Mack  
John C. Riggs  
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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:** Cain Smith, City Attorney

**Date:** November 18, 2020

**RE:** December 1, 2020 City Council Agenda Items

**Policy Issue:** *First reading of proposed amendment to the Statesboro Code of Ordinances Chapter 2, removing Division 4 Sections 2-60 through 2-63 relating to Statesboro Works Commission.*

**Recommendation:** N/A

**Background:** On November 17, 2020, Mayor and Council passed revision of Code of Ordinances Section 2-57 expanding the scope of authority of One Boro Commission to include the current responsibilities of the Works Commission. Mayor and Council also issued directive to disband the Works Commission by revising Code or Ordinances at same meeting.

**Budget Impact:** None

**Council Person and District:** All

**Attachments:** **Existing** Code Sections relating to Works Commission



Ordinance 2020-14:

DIVISION 4. - WORKS COMMISSION

Sec. 2-60. - Establishment; appointment; terms; compensation; removal.

There is hereby created a board to be known as the Statesboro Works Commission. The Statesboro Works Commission shall consist of ten members who shall be residents of Bulloch County. The term of office of each appointed member shall be two years, and the term shall begin on October 1st, and end at the stroke of midnight on September 30th. The initial term for initial members of the Statesboro Works Commission shall end on September 30th, 2020. The initial members of the Statesboro Works Commission have been appointed at the time this chapter takes effect and shall hold office for the balance of their terms then remaining, and their successors shall be appointed by the mayor and city council for a term of two years. Vacancies on the Statesboro Works Commission occurring other than by expiration of term shall be filled by an interim appointment for the unexpired term by the mayor and city council. The mayor and city council shall have the authority to remove any member of the Statesboro Works Commission by a majority vote for cause, on written charges, after a public hearing. The mayor and city council in consultation with the Statesboro Works Commission may appoint non-voting ex officio members to said commission to provide administrative support and/or subject matter expertise. All members shall serve without compensation.

(Ord. No. 2018-11, § 1, 10-16-18)

Sec. 2-61. - Chair; rules of procedure and bylaws; meetings; records.

(a)The Statesboro Works Commission shall elect a chair from among its members who shall serve for a term of one year and who shall be eligible for re-election as chair.(b)The Statesboro Works Commission shall make its own bylaws and rules of procedure and shall determine its time and place of meetings.(c)The transactions of the Statesboro Works Commission are governed by the Georgia Open Meetings Act O.C.G.A. §§ 50-14-1 et seq., and it shall be the joint and several responsibility of the members to comply with the Georgia Open Meetings Act.

(Ord. No. 2018-11, § 1, 10-16-18)

Sec. 2-62. - Scope of authority.

The Statesboro Works Commission shall have the authority to prepare studies and reports strategies, education efforts and programs for the purpose of informing the governing body on policy matters related to promoting an inclusive workforce where job seekers are able to maximize their career potential by developing skills and educational credentials to earn a living wage and businesses with the talent they need to prosper.

(Ord. No. 2018-11, § 1, 10-16-18)

Sec. 2-63. - Finances.

The works commission, in the performance of its duties, may, with the approval of the mayor and council, cooperate with and accept funds from federal, state or local public or semipublic agencies or private individuals or corporations, and may expend such funds for the purposes of the commission with the approval of the mayor and council. Any grants received will be done so pursuant to Resolution 2012-19 or any other subsequently adopted grant policy of the city. All purchases shall be made in compliance with the city's purchasing policy as set out in chapter 5 of the Statesboro Code of Ordinances.

(Ord. No. 2019-02, 5-21-19)

# CITY OF STATESBORO

## COUNCIL

Phillip A. Boyum  
Paulette Chavers  
Venus Mack  
John C. Riggs  
Shari Barr



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:** Kathleen Field, Director of Planning and Development

**Date:** November 18, 2020

**RE:** Council Agenda Items

**Policy Issue:** First reading of proposed amendment to the Statesboro Code of Ordinances Chapter 62 – Residential Subdivision Incentive Program. This amendment would replace the current ordinance in its entirety with a new Article 1. and Article 2.

**Recommendation:** N/A

**Background:** Mayor and Council voted to direct drafting of ordinance revision for First Reading at the November 18, 2020 work session. This revision is necessary to update the current ordinance, provide more transparency through use of a pre-defined scorecard, and creates a specific incentive program for the Georgia Initiative for Community Housing (GICH) neighborhoods.

**Budget Impact:** T-SPLOST and Enterprise Funds

**Council Person and District:** All

**Attachments:** Existing Ordinance and Proposed Chapter 62- Article 1, and 2.

Georgia Municipal Association City of Excellence

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Ordinance 2020-15:

## **Chapter 62 - RESIDENTIAL SUBDIVISION INCENTIVE PROGRAM**

### **Article 1. - General**

#### **Sec. 62-1. - Purpose**

In order to encourage the development of owner-occupied, single-family residential subdivisions inside the corporate limits, the city may provide incentives to developers for property meeting the following criteria, subject to the availability of funding and the competitiveness of application score.

#### **Sec. 62-2. General Qualifying Program Criteria**

(A) The property must either be within the city limits, or pre-annexed into the city prior to any sketch plan or preliminary platting so that the property is fully developed under the city's subdivision ordinance, zoning ordinance, and other land use regulatory ordinances. Property outside the city must meet the requirements for annexation under Georgia statutes, so that the property is clearly within the city limits before any incentives can be contracted for or received.

(B) The property must be reasonably close to existing water and sewer lines such that the city can economically extend the main lines to the subdivision. Such determination shall be made at the discretion of the City of Statesboro.

(C) The developer must enter into a written development agreement with the City, in a form acceptable to the city attorney, delineating the developer's and City's respective responsibilities for the various components of development. This agreement must be approved by the City Council before commencement of development.

(E) The subdivision must be developed in reasonably-sized phases so as not to place a financial strain on either the developer or the city.

(F) Consideration will be given to the City's relative cost per lot to fund the incentive program, including the cost to extend the major water and sewer lines to the property, minus any capital cost recovery fees or similar reimbursement programs designed to offset some of these costs to the city.

(G) As part of this evaluation, the city reserves the right not to incentivize any portion of a residential subdivision that is considerably more expensive to provide infrastructure to than the remainder of the subdivision, due to geographic or other conditions.

(H) Property must be zoned R-20, R-15, or PUD (but only for single-family residential development) to qualify.

(I) Develop the subdivision using underground electric, underground telephone/internet/cable television fiber optic utilities, natural gas utilities at each home, curb and gutter, sidewalk on at least one side of each street, and decorative street lights and poles.

(J) A homeowner's association with subdivision covenants, acceptable to the City, must be recorded (prior to building permit issuance). It is the intent that said association will provide

oversight of development standards and maintenance of common areas. Covenants must require:

1. Brick or masonry veneer;
2. Minimum two car garage;
3. Landscaping including trees on home sites;
4. Architectural shingles or standing seam metal roofs;;
5. Concrete driveways; and,
6. The prohibition of all unit rentals for a minimum of one year and thereafter, any rentals will be for a minimum of one year. This one-year period will commence upon the City's acceptance of the roads.

### **Sec. 62-3. Specific Criteria**

In addition to meeting the General Qualifying Program Criteria listed above in Sec.62.2, an applicant may enhance the application's scoring competitiveness by including any of the Specific Criteria as listed below. The City's Development Review Team, comprised of the Assistant City Manager, Director of Public Works & Engineering, Planning and Development Director and the Public Utilities Director will evaluate the scores for all submissions as per the criteria listed in this section.

(A) In the R-20, and R-15 Zoning Districts, and provisionally, the PUD Zoning District, applicant should provide evidence that the proposal will:

1. Have proximity to schools, public parks and/or other like public facilities.

(up to) \_\_\_\_\_ **15** \_\_\_\_\_pts

2. Provide architectural design and high-end amenities that surpass minimum standards so that the aesthetic design and building materials exceed the housing product currently prevalent within the City and surrounding county. Samples of building facades must be provided with this application. (No housing unit clad in either vinyl or aluminum siding will be considered, vinyl or aluminum trim is acceptable). Additionally, delineate the relative quality of the proposed housing expressed as follows:

- a. The minimum square footage of heated space;
- b. The minimum dimensions of the garage space;
- c. The number and quality of additional home amenities to be provided in order to improve the subdivision's value and marketability, including the submission of a professionally designed landscape plan.

(up to) \_\_\_\_\_ **25** \_\_\_\_\_pts

3. Contribute to the desirability of the proposed location, considering surrounding developments and zoning of undeveloped property.

(up to) \_\_\_\_\_ **5** \_\_\_\_\_pts

4. Convert parcels with existing R-4 zoning into the R-20 or R-15 single family zoning districts;

(up to) \_\_\_\_\_ **15** \_\_\_\_\_pts

5. Utilize property zoned (or intended to re-zone) to the PUD zoning district, but only if used exclusively for single-family residential developments at a density per acre not exceeding the respective R-20 or R-15 zoning designation. The intent of this provision is to allow developers flexibility in developing cluster housing on smaller lots (also referred to as a conservation subdivision) with a corresponding increase in open space in common ownership maintained by a homeowners' association. Developers will need to provide a "yield plan" showing a comparable amount of density to the respective zoning district.

(up to) \_\_\_\_\_ **5** \_\_\_\_\_pts

6. Provide an additional percentage of useable open space and recreation facilities for the use of residents within the proposed subdivision. Open space and recreation facilities can include clear greenspace (i.e., passive parks), trails, playgrounds, pool, tennis courts, basketball courts, group shelter, grill/picnic areas, etc.

(up to) \_\_\_\_\_ **25** \_\_\_\_\_pts

7. Provide a tree-save plan for the entire site that eliminates wholesale clear-cutting while selectively allowing for construction areas on a lot by lot basis. The intent is to incur a minimum amount of tree removal.

(up to) \_\_\_\_\_ **10** \_\_\_\_\_pts

**TOTAL: 100 pts**

#### **Sec. 62-4. Application Procedure**

(A) Any property owner wishing to participate in this Program shall file with the city the following submission documentation:

1. A letter requesting program participation;
2. A timeline delineating when the development will begin and estimated time of completion;
3. A proposed subdivision concept plan showing the lots and road configuration; and, if applicable, a yield plan for utilizing the PUD zoning district;
4. Adequate illustrative plans and concepts that clearly delineate and demonstrate the intent of the developer to meet the "General Qualifying Program Criteria" as per Section 62.2 and the "Specific Criteria" as per Section 62.3; and,



(B) Deadline for Applications:

For fiscal year 2021 requests, the deadline shall be March 1, 2021. For fiscal year 2022 and later, the deadline to receive requests shall be September 1, provided funding has been appropriated for subdivision incentives. Those best meeting the intent of this Program and scoring the highest amount of points as per Section 62.3 will be considered the first application with which the City will enter into negotiations. Failure to consummate an agreement will allow the city to negotiate with the next highest scorer. The City reserves the right to fund requests all or in part.

**Sec. 62-5. Incentives to be Provided by the City**

The city will provide the incentives listed below for the portions of single-family residential subdivisions that are economically feasible on a per lot basis and that have been selected by the city council for participation in the residential single-family subdivision incentive program:

(A) The City will pay developer \$10,000.00 per lot (within approved budget);

(B) Plus, the City will install all natural gas utilities in the subdivision at no cost to the developer. This is a value of approximately \$4,000 per lot;

In acceptance for receipt of incentives, developer agrees to utilize services of professional engineering and planning (if applicable) firms in good standing with and approved by the City.  
**(Sec. 62-6. through 62-9. Reserved.)**

## **Chapter 62 - RESIDENTIAL SUBDIVISION INCENTIVE PROGRAM**

### **Article 2. – Georgia Initiative for Community Housing Initiative**

#### **Sec. 62-10. - Purpose**

In order to encourage the development of owner-occupied, single-family residential subdivisions inside the corporate limits and within the Georgia Initiative for Community Housing (GICH) defined neighborhoods, the city may provide incentives to developers for property meeting the following criteria, subject to the availability of funding and the competitiveness of application score.

#### **Sec. 62-11. General Qualifying Program Criteria**

(A) The property must either be within the city limits, or pre-annexed into the city prior to any sketch plan or preliminary platting so that the property is fully developed under the city's subdivision ordinance, zoning ordinance, and other land use regulatory ordinances. Property outside the city must meet the requirements for annexation under Georgia statutes, so that the property is clearly within the city limits before any incentives can be contracted for or received.

(B) The property must be located within a defined GICH neighborhood.

(C) The property must be reasonably close to existing water and sewer lines such that the city can economically extend the main lines to the subdivision. Such determination shall be made at the discretion of the City of Statesboro.

(D) The developer must enter into a written development agreement with the city, in a form acceptable to the city attorney, delineating the developer's and city's respective responsibilities for the various components of development. This agreement must be approved by the City Council before commencement of development.

(E) The subdivision must be developed in reasonably-sized phases so as not to place a financial strain on either the developer or the city.

(F) Consideration will be given to the city's relative cost per lot to fund the incentive program, including the cost to extend the major water and sewer lines to the property, minus any capital cost recovery fees or similar reimbursement programs designed to offset some of these costs to the city.

(G) As part of this evaluation, the city reserves the right not to incentivize any portion of a residential subdivision that is considerably more expensive to provide infrastructure to than the remainder of the subdivision, due to geographic or other conditions.

(H) Property must be zoned R-8 or proposed to be rezoned to R-8 to qualify. Additionally, 100% of the total number of housing units must be provided to residents making 80% to 120% of HUD's most up to date Median Family Income (MFI) calculation (Note: for 2020 HUD's MFI calculation is \$54,900 for a family of four).

(I) Develop the subdivision using underground electric, underground telephone/internet/cable television fiber optic utilities, natural gas utilities at each home, curb and gutter, sidewalk on at least one side of each street, and decorative street lights and poles.

(J) A homeowner's association with subdivision covenants, acceptable to the City, must be recorded (prior to building permit issuance). It is the intent that said association will provide oversight of development standards and maintenance of common areas. Covenants must require:

1. Façade should include a combination of materials: minimum of 25% of brick or stone; remainder (up to 75%) must be of cementitious materials – no vinyl siding.
2. Landscaping including trees on home sites;
3. Architectural shingles or standing seam metal roofs;
4. Concrete driveways; and,
5. The prohibition of all unit rentals for a minimum of one year and thereafter, any rentals will be for a minimum of one year. This one-year period will start upon the City's acceptance of the roads. Incomes for these rental units shall retain the 80% to 120% income requirements as referenced in Sec. 62-11(H).

(K) Any developer displacing residents of occupied structures as part of their development plan, must submit a relocation plan acceptable to the city.

#### **Sec. 62-12. Specific Criteria**

In addition to meeting the General Qualifying Program Criteria listed above in Sec.62.11, an applicant may enhance the application's scoring competitiveness by including any of the Specific Criteria as listed below. The City's Development Review Team, comprised of the Assistant City Manager, Director of Public Works & Engineering, Planning and Development Director and the Public Utilities Director will evaluate the scores for all submissions as per the criteria listed in this section.

(A) The applicant should provide evidence that the proposal will:

1. Have proximity to schools, public parks and/or other like public facilities.

(up to) 15 pts

2. Architectural design and samples of building facades must be provided with this application. (No housing unit clad in either vinyl or aluminum siding will be considered, vinyl or aluminum trim is acceptable). Additionally, delineate the relative quality of the proposed housing expressed as follows:

- a. The minimum square footage of heated space;
- b. The minimum dimensions of the garage space;
- c. The number and quality of additional home amenities to be provided in order to improve the subdivision's value and marketability.

(up to) 25 pts



3. Contributes to the desirability of the proposed location, considering surrounding developments and zoning of undeveloped property.

(up to) \_\_\_\_\_ **15** \_\_\_\_\_pts

4. Convert parcels with existing R-4 zoning into the R-8 single family zoning district.

(up to) \_\_\_\_\_ **20** \_\_\_\_\_pts

5. Provide an additional percentage of useable open space and recreation facilities for the use of residents within the proposed subdivision. Open space and recreation facilities can include clear greenspace (ie, passive parks), trails, playgrounds, pool, tennis courts, basketball courts, group shelter, grill/picnic areas, etc.

(up to) \_\_\_\_\_ **25** \_\_\_\_\_pts

6. Removal of dilapidated/blighted structure(s) as a component of the development plan for the subdivision.

(up to) \_\_\_\_\_ **20** \_\_\_\_\_pts

**TOTAL POINTS: 120**

#### **Sec. 62-13. Application Procedure**

(A) Any property owner wishing to participate in this Program shall file with the City the following submission documentation:

1. A letter requesting program participation;
2. A timeline delineating when the development will begin and estimated time of completion;
3. A proposed subdivision concept plan showing the lots and road configuration; and
4. Adequate illustrative plans and concepts that clearly delineate and demonstrate the intent of the developer to meet the General Qualifying Program Criteria as per Section 62.11 and the "Specific Criteria" as per Section 62.12; and,

(B) Deadline for Applications:

For fiscal year 2021 requests, the deadline shall be March 1, 2021. For fiscal year 2022 and later, the deadline to receive requests shall be September 1, provided funding has been appropriated for subdivision incentives. Those best meeting the intent of this Program and scoring the highest amount of points as per Section 62.12 will be considered the first application with which the City will enter into negotiations. Failure to consummate an agreement will allow the city to negotiate with the next highest scorer. The City reserves the right to fund requests all or in part.

#### **Sec. 62-14. Incentives to be Provided by the City**

The city will provide the incentives listed below for the portions of single-family residential subdivisions that are economically feasible on a per lot basis and that have been selected by the City Council for participation in the residential single-family subdivision incentive program:

- (A) The city will pay developer \$10,000.00 per lot (within approved budget);
- (B) Plus, the city will install all natural gas utilities in the subdivision at no cost to the developer. This is a value of approximately \$4,000 per lot;
- (C) Plus, all application, permit, and sewer tap fees for subdivisions approved by the City Council under this Program will be waived, excluding those fees made payable to the State; and,
- (D) Plus, the city will waive construction inspection fees for subdivisions approved by the City Council under this Program.

In acceptance for receipt of incentives, developer agrees to utilize services of professional engineering and planning (if applicable) firms in good standing with and approved by the city.

# CITY OF STATESBORO

## COUNCIL

Phillip A. Boyum  
Paulette Chavers  
Venus Mack  
John C. Riggs  
Shari Barr



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:** Cain Smith, City Attorney

**Date:** November 18, 2020

**RE:** December 1, 2020 City Council Agenda Items

**Policy Issue:** *First reading of proposed amendment to the Statesboro Code of Ordinances Chapter 18 Businesses, adding Article XI Sections 18-306 through 18-315 regarding regulation and licensing of mobile food service units operating in the City of Statesboro.*

**Recommendation:** N/A

**Background:** At November 17, 2020 work session Mayor and Council issued directive to move referenced revision of Code or Ordinances forward to first reading.

**Budget Impact:** None

**Council Person and District:** All

**Attachments:** Proposed Article XI



**Ordinance 2020-16:**

**Chapter 18**

**ARTICLE XI. - MOBILE FOOD SERVICE**

**Sec. 18-306. - Purpose and intent.**

It is the purpose of this article to protect the public health, safety and general welfare of individuals and the community at large; to establish uniform regulations for the operation of mobile food service units; and to enhance street-level economic opportunities within the city.

**Sec. 18-307. - Scope.**

This article shall apply to the operation of all mobile food service units within the corporate limits of the city.

**Sec. 18-308. - Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

(a)*Base of operation* means a food service establishment, or any other permitted location in which food, containers or supplies are kept, handled, prepared, packaged, stored, or placed in containers for subsequent transport, sale or service elsewhere.

(b)*Fixed food service establishment* means a non-mobile public or private establishment which prepares and serves meals, lunches, short orders, sandwiches, frozen desserts, or other edible products directly to the consumer either for carry out or service within the establishment. The term includes restaurants, coffee shops, cafeterias, short order cafes, luncheonettes, taverns, lunchrooms, places which retail sandwiches or salads, soda fountains, and similar facilities by whatever name called. This term shall not apply to establishments offering food service incidental to their operations.

(c)*Food truck* encompasses all mobile food service units with the exception of pushcarts. Food trucks shall be no larger than 30×8 feet.

(d)*Mobile food service unit* means a trailer, pushcart, vehicle vendor or any other similar conveyance operating as an extension of and under the managerial authority of the permit holder of its permitted base of operation. The mobile food service unit and its permitted base of operation together make a mobile food service establishment.

(e)*Pushcart* means a human propelled, self-contained, enclosed food service cart that operates at pre-determined locations as approved by the health authority and the City of Statesboro. Pushcarts shall be no larger than 5×10 feet.

**Sec. 18-309. - Approvals and licensing.**

(a)In general. No person shall operate a mobile food service unit within the corporate limits of the city without first obtaining the proper licenses and/or permits from the state, county, and City of Statesboro, specifically a certificate of occupancy from the City. Mobile food service unit operators shall at all times comply with the provisions of this article and all other applicable local, state and federal laws,

regulations or rules. All approvals will be issued annually based on the calendar year. No approval issued under this article may be prorated, transferred, or assigned or used by any person other than the one to whom it is issued, or at any location other than the one for which it is issued.

(b) Specific requirements. Any person intending to operate a mobile food service unit within the corporate limits of the City of Statesboro shall obtain, prior to commencing operation:

(1) All permits as may be required to operate a mobile food service unit by the state, including the department of public health, and Bulloch County, including the health department;

(2) A City of Statesboro mobile food service unit location approval; and

(3) A City of Statesboro occupational tax certificate.

(c) Mobile food service unit location approval application—Contents. Applicants seeking mobile food service unit location approval shall submit, on an annual basis, an application for such approval to the city manager, or his/her designee. The application shall be furnished under oath on a form specified by the city manager, accompanied by a non-refundable application fee as set forth in the city's annual revenue ordinance. Such application shall include:

(1) The name, address, telephone number, and email address of the mobile food service unit's owner(s) of record. An approval shall be required for each mobile food service unit, notwithstanding unity of ownership or operation. Where an owner(s) is a non-natural person whether or not formally organized, the application shall identify all partners, officers, directors and/or natural person with a financial interest in any such entity, including personal contact information for each;

(2) Information identifying the mobile service unit including, its make, model and license plate number, together with a photograph of the mobile food service unit;

(3) The corporate and, where applicable, trade name of the base of operations associated with the mobile food service unit, together with a copy of the base of operation's City of Statesboro occupational tax certificate. Where the base of operation is located outside the city limits, the applicant shall provide evidence of licensing in the base of operation's home jurisdiction;

(4) A copy of the approved permit and inspection certificate for the base of operation issued by the Bulloch County Public Health Department or Georgia Department of Agriculture;

(5) A listing of operating locations, schedule for operation, and hours of operation for each site on which the mobile food service unit intends to conduct business;

(6) A fully executed copy of the lease agreement for each operating location;

(7) A scaled drawing for each location illustrating the location of the mobile food service unit;

(8) Temporary seating may be provided if the mobile food service unit is at least 400 feet from a brick and mortar restaurant. A scaled drawing, indicating where the seating will be located and number of seats must be furnished;

(9) Any other information that the city manager may, from time-to-time, deem material to the approval of mobile food service units within the city limits; and

(10) Application for location approval and renewal shall be accompanied by such fee as established by the annual revenue ordinance.

(11) Operating locations shall not be denied based on zoning district, with operating locations allowed in all zoning districts.

**Sec. 18-310. - Grant or denial of application.**

Review and consideration of an application by city manager, or his/her designee shall be conducted in accordance with principles of due process. Applications may be denied where an applicant fails to demonstrate that he or she meets the conditions and requirements of this article, or where an applicant fails to comply with applicable local, state or federal law. Any false statements, material omissions or substantially misleading information provided in an application or furnished by an applicant in connection with an application shall constitute grounds for any one or combination of the following sanctions: denial; refusal to renew; revocation; suspension; and imposition of penalties.

**Sec. 18-311. - Operational requirements and provisions.**

(a) Food trucks. The following operational requirements and conditions apply to food trucks:

(1) Food trucks shall not conduct business within the public right-of-way, with the exception of special events recognized by the City of Statesboro for which the food truck has received pre-approval from the city manager.

(2) Food trucks shall not operate on private property without the written consent of the property owner.

(3) No operator or employee of a food truck may, at any time, utilize amplified sound devices.

(4) Food trucks shall comply with the city's grease interceptor standards, as set forth in the sewage collection and disposal ordinance, particularly Sec 82-160 et seq, as amended.

(5) The Georgia Department of Public Health mobile food service unit permit, together with all applicable health certificates, including food inspection reports, pertaining to the unit, shall be firmly attached in a prominent location, which shall be plainly visible to the public at all times the food truck is conducting business.

(6) Any driver of a food truck must possess a valid driver's license.

(7) When conducting business, food trucks shall provide no less than nine feet of unobstructed horizontal pedestrian clearance on private property, as measured from the main service window.

(8) Food trucks may not be left unattended or otherwise stored on sites at which they offer the sale of food and beverage to the public. All mobile food service units must return to their base of operations when not in use.

(9) Food trucks shall comply with all applicable local, state and federal health and safety laws, regulations and rules.

(10) Food trucks may place one temporary sandwich board for advertisement purposes no more than four feet from the main service window and must comply with the temporary use of public right-of-way menu board regulations.



(11) Food trucks may not conduct business within 200 feet as measured from the main entrance of the brick and mortar restaurant to the service window of the food truck. This prohibition shall not apply if the brick and mortar restaurant within said radius is owned by the mobile food service unit operator or if mobile unit operator has written consent to operate at requested location by all brick and mortar restaurants within the prohibited radius.

(12) Food trucks may not conduct business in a location that might block or impede either pedestrian or vehicular traffic.

(13) Food trucks may not conduct business with any person while such person is situated in a motor vehicle.

(14) Toilet facilities—See Georgia Department of Public Health Rule 511-6-1-.06(2)(h).

(b) Push carts. The following operational requirements and conditions apply to push carts:

(1) No operator or employee of a push cart may, at any time, utilize amplified sound devices.

(2) The Georgia Department of Public Health mobile food service unit permit, together with all applicable health certificates, including food inspection reports, pertaining to the unit, shall be firmly attached in a prominent location, which shall be plainly visible to the public at all times the push cart is conducting business.

(3) When conducting business, push carts shall provide no less than six feet of unobstructed horizontal pedestrian clearance on private property, as measured from the main service window.

(4) Push carts shall comply with all applicable local, state and federal health and safety laws, regulations and rules.

(5) Push carts may not display signage not affixed to the vehicle.

(6) Push carts may not conduct business in a location that might block or impede either pedestrian or vehicular traffic.

(7) Push carts may not conduct business with any person while such person is situated in a motor vehicle.

(8) Push carts may not furnish temporary seating.

(9) Vendors operating from registered push carts are permitted to sell food and cut flowers only. Push carts may operate in certain areas of the city. The revenue department, with assistance from the public works department, is authorized to assign spaces to push cart operators and to enforce such assignments. The revenue department, assisted by the public works department, is authorized to determine appropriate placement of push carts within the City, and may require inappropriately placed push carts to be moved.

(10) Push carts must receive written approval from public works department authorizing a specific location prior to the issuance of an occupational tax certificate.

**Sec. 18-312. - Litter.**

(a) Each mobile food service unit shall provide a suitably-sized receptacle for litter, which shall be located within ten feet of the service window of the unit. It shall be maintained and regularly emptied. All waste generated by the mobile food service unit's operation, including that associated with its customers and staff, must be disposed of at the base of operation.

(b) The area within which a mobile food service unit operates shall, at all times, be kept clean and free from litter, garbage, rubble and debris. For purposes of this section, a mobile food service unit shall be responsible for maintaining in a safe and hygienic manner, the premises on which it is situated.

#### **Sec. 18-313. - Fire safety.**

The mobile food service shall comply with all state, federal, and local health and safety regulations and requirements. NFPA 1, 10, 58, 96, and Annex B of NFPA 96 shall be used by the Fire Prevention Division to ensure regulatory compliance, along with any unlisted but referenced codes. References to "NFPA" shall mean the "National Fire Protection Association". Book number and section references are provided for ease of the public.

To minimize the threat to public safety posed by fire, the following apply:

- a. Obtain a certificate of occupancy from the City of Statesboro prior to service.
- b. There shall be no public seating within the food truck or food trailer.
- c. A food truck or food trailer in use shall be located at least 10 feet away from buildings, structures, vehicles, and any combustible materials. [96:B.13.1; B.13.2]
- d. A food truck or food trailer in use shall ensure that fire department vehicular access is provided for fire lanes and access roads. [1:18.2.4]
- e. A food truck or food trailer in use shall provide clearance for the fire department to access nearby fire hydrants and access fire department connections. [1:13.1.3; 1:13.1.4; 1:13.1.5]
- f. A food truck or trailer in use that utilizes combustible media for cooking shall provide an approved fire extinguishing system. [96:10.1.2]
- g. A food truck or food trailer in use shall install portable fire extinguishers in kitchen cooking areas in accordance with NFPA 10. [96:10.9.3]
- h. A cooking appliance in a food truck or food trailer that produces grease-laden vapors shall be protected by listed fire-extinguishing equipment. [96:14.7.1]
- i. A food truck or food trailer in use shall ensure that all workers present are trained in the proper use of fire extinguishers and extinguishing systems. (96:B.15.1; 10.1.2).
- j. All employees of a food truck or food trailer in use shall know the proper method for shutting off fuel sources ( [96:10.4.1]; the proper 3 procedure for notifying the local fire department [1:10.14.9 for carnivals only]; and the proper procedure for how to perform simple leak test on gas connections [58:6.16, 58:6.17]
- k. A food truck or food trailer in use shall install and provide wheel chocks to prevent mobile and temporary cooking units from moving. [96: B.21.5]

l. A food truck or food trailer operator shall keep and maintain all record-keeping documents in one location on the mobile cooking operation and shall make such records available to the fire department of the City of Statesboro upon request

m. The operator shall ensure that all gas supply piping valves and gas container valves are fully closed when the equipment is not in use. [58:6.26.8.3]

n. The operator shall ensure that all cooking equipment, including the cooking ventilation system, is regularly cleaned and grease removed. [96:11.4]

o. Prior to commencing cooking, the operator shall verify that fuel tanks are filled to the capacity needed for uninterrupted operation during normal operating hours. [1:10.14.10.1]

p. Refueling shall only be permitted during non-operating hours. [96:B.18.3]

q. An operator shall ensure that all electrical appliances, fixtures, equipment, and wiring comply with the NFPA 70®. [96:B.18].

r. The operator shall ensure that the main shutoff valve on all gas containers is readily accessible at all times. [58:6.26.4.1(3)]

s. The operator shall ensure that portable gas containers are in the upright position and secured to prevent tipping over. [58:6.26.3.4]

t. The operator shall perform leak testing on all new gas connections of the gas system. [58:6.16; 58:6.17]

u. The operator shall perform leak testing on all gas connections affected by replacement of an exchangeable container. [58:6.16; 58:6.17]

v. The operator shall ensure that on gas system piping, a flexible connector is installed between the regulator outlet and the fixed piping system. [58:6.26.5.1(B)]

All mobile food service unit fire suppression systems shall be inspected and maintained in accordance with the applicable provisions of the National Fire Protection Association. The system shall be tagged in accordance with the rules and regulations of the Georgia Safety Fire Commissioner.

In addition to the other requirements of this Ordinance, a food truck or trailer owner or operator of a food truck or trailer in use in the City of Statesboro which utilizes solid fuel (wood, charcoal, or other fuel) for cooking shall adhere to the following additional regulations prior to placing such unit in use in the township:

a. Such fuel shall not be stored above any heat-producing appliance or vent. [96:14.9.2.2]

b. Such fuel shall not be stored closer than 3 feet to any cooking appliance. [96:14.9.2.2]

c. Such fuel is not stored near any combustible flammable liquids, ignition sources, chemicals, and food supplies and packaged goods. [96:14.9.2.7]

d. Such fuel is not stored in the path of the ash removal or near removed ashes. [96:14.9.2.4]



e. Ash, cinders, and other fire debris shall be removed from the firebox at regular intervals and at least once a day. [96:14.9.3.6.1; 96:14.9.3.6.2]

f. Removed ashes, cinders, and other removed fire debris must be placed in a closed, metal container located at least 3 feet from any cooking appliance. [96:14.9.3.8]

(a)Combustible gas detector. Prior to the operation of any combustible gas-fueled appliances, all visible connections shall be inspected for leakage utilizing a combustible gas detector. Detected leaks shall be repaired before any gas-fueled appliance is operated.

(b)Propane cylinders. Propane and natural gas tanks shall be shut off while the mobile food vehicle is in motion, unless the tank is equipped with an impact detection shut off device approved by the U.S. DOT. Propane and natural gas tanks must always be shut off while the vehicle is unattended and/or in overnight storage. Mounted tanks must be secure (NFPA 58—5.2.4) and conform with NFPA standards relating to the safe mounting of tanks as described in NFPA 58—6.23.3.3. and be capable of withstanding impact requirements as required by the NFPA (NFPA 58 6.23.3.4.)

(c)Portable fire extinguishers. All mobile food service units shall be equipped with a readily accessible multipurpose dry chemical portable fire extinguisher with a minimum rating of 2A 10BC. All mobile food service units utilizing fats or cooking oils, including those that produce grease, grease laden vapors or oily byproducts, shall, in addition to the ABC fire extinguisher, be equipped with a readily accessible Class K portable fire extinguisher. All required fire extinguishers shall be maintained in compliance with National Fire Protection Association 10, as amended.

(d)Operations prior to set up. Propane and natural gas tanks shall be shut off while the mobile food vehicle is in motion, unless the tank is equipped with an impact detection shut off device approved by the U.S. DOT. Mobile food service units are prohibited from igniting, starting or operating any cooking appliances requiring heat, electricity or combustible gases while traveling upon any street, road or highway. Food warming or hot holding appliances are exempt from this requirement.

(e)Smoke free air. Mobile food service units shall comply with the Statesboro Smoke Free Air Ordinance, as amended.

(f)Exhaust creating nuisance. Emission of exhaust gases or smoke shall not be handled in such a manner as to constitute a nuisance.

(g)Hood cleaning and maintenance. Mobile food service units shall be maintained and regularly cleaned to minimize the buildup of grease and other combustible residues. This includes all interior and exterior surfaces upon which grease can or may accumulate including, but not limited to, hold filter surfaces, plenums, ducts, exhaust fans, and exterior cowling.

(h)Fire suppression system inspections. All mobile food service unit fire suppression systems shall be inspected and maintained in accordance with the applicable provisions of the National Fire Protection Association. The system shall be tagged in accordance with the rules and regulations of the Georgia Safety Fire Commissioner.

#### **Sec. 18-314. - Special events.**

The city manager may permit licensed mobile food service units to operate within the public right of way at special events pursuant to the City of Statesboro's special events policy and procedures. Special event permits are of a limited duration and not subject to the prohibitions set forth in subsections (a)(7), (12) and (b)(4) of section 18-311.

**Sec. 18-315. - Enforcement and sanctions.**

(a)To ensure the continued application of the intent and purpose of this article, the city manager shall notify the owner(s) and operator(s) and, where applicable, the Bulloch County Health Department, of all instances in which a citation is issued to a mobile food service unit.

(b)The city manager shall maintain a record of all code violation charges, founded accusations and convictions concerning mobile food service units. When a mobile food service unit owner or operator accumulates three code violations for a particular mobile service unit within a period of 12 consecutive months, the city shall revoke the mobile food service unit's location approvals and reject all applications for mobile food service unit location approvals by the concerned owner(s) and operator(s) for a period of 12 consecutive months following the date of revocation.

(c)If a mobile food service unit owner or operator has been cited for and found to be in violation of any zoning, health or life safety code provision, the owner or operator must demonstrate compliance with the applicable code prior to being eligible to continue operations under the current approval.

(d)Violations of this article are subject to the following sanctions, which may not be waived or reduced and which may be combined with any other legal remedy available to the city:

(1)First violation: \$250.00.

(2)Second violation within the 12 months following the first violation: \$350.00.

(3)Third violation within the 12 months following the first violation: \$500.00 and revocation of the mobile food service unit location approvals. Mobile food service unit location approvals will be revoked for six months from the date of the third violation.

(e)Nothing in this section shall limit the city from enforcement of its code, state or federal law by any other legal remedy available to the city. Nothing in this section shall be construed to limit or supplant the power of any city inspector, deputy marshal or other duly empowered officer under the city's ordinances, rules and regulations or the authority granted under state law, as amended, to take necessary action, consistent with the law, to protect the public from operation of a mobile food service unit as a nuisance, including abatement thereof by lawful means.

# CITY OF STATESBORO

## COUNCIL

Phil Boyum, District 1  
Sam Jones, District 2  
Jeff Yawn, District 3  
John Riggs, District 4  
Derek Duke, 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, Asst. City Manager

**From:** John Washington, Director of Public Works and Engineering, City Engineer

**Date:** November 5, 2020

**RE:** FY2021 Resurfacing List for GDOT Local Maintenance and Improvement Grant (LMIG) Application

**Policy Issue:** Street Resurfacing

**Recommendation:** Engineering staff recommends approval of the attached resolution, list for resurfacing projects for FY2021 and the GDOT LMIG FY2021 application.

**Background:** The Local Maintenance and Improvement Grant (LMIG), is an annual program in which GDOT allocates transportation funds to local governments. The City uses these funds to supplement the Street Resurfacing Budget. The Public Works & Engineering Department staff evaluates City streets pavement conditions annually to prioritize and select streets for the yearly LMIG resurfacing list that is submitted to GDOT. The list compiled considers streets from all council districts.

**Budget Impact:** For FY2021, the GDOT formula amount is \$291,686.32 to the City of Statesboro with a local match of 30%. The City has \$772,000 in 2020 TSPLOST funds. The total amount of \$1,063,686.32 will be the budget for the FY2020 resurfacing project.

**Council Person and District:** All

**Attachment(s):** Resolution  
Street Resurfacing List

**City Manager's Recommendation:**



**RESOLUTION #2020-32:**

**A Resolution approving the City of Statesboro Proposed Fiscal Year 2021 Street Resurfacing Program and further authorizing the Mayor to execute the Georgia Department of Transportation Local Maintenance & Improvement Grant Application for Fiscal Year 2021.**

**THAT WHEREAS,** the City participates in the Georgia Department of Transportation (GDOT) Local Maintenance Improvement Grant (LMIG) Program;

**WHEREAS,** this program provides funding assistance for road improvement projects within the City of Statesboro for the benefit of the citizenry;

**WHEREAS,** the LMIG program requires that the City present a list of streets for participation annually and that the City execute the Local Government Affidavit and Certification in order to receive funding assistance for the listed streets, with the City providing 30% matching funds;

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

**Section 1.** The City Engineer has prepared a list of roads for funding through the LMIG program to the City Manager and the City Manager has reviewed the list and recommends approval by the City Council.

**Section 2.** The City Council hereby authorizes the Mayor to execute the Local Government Affidavit and Certification and all other documents required by the Georgia Department of Transportation related to this grant application.

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

Adopted this 1st day of December, 2020.

CITY OF STATESBORO, GEORGIA

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

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

## FY 2021 RESURFACING

District	Street Name	Beginning	End	Estimated Cost	Miles	Highest RoadBotics Segment Rating
1	Valley Road	Lester Road	Lester Road	\$63,483	0.32	4
1	Woodrow Circle	Woodrow Avenue	Woodrow Avenue	\$28,497	0.17	3
1	Preetorius Drive	Davis Street	North Zetterower Avenue	\$13,651	0.06	4
1	Duke Road	Zetterower Road	North Main Street	\$27,138	0.23	3
1	Montgomery Drive	Zetterower Road	Westlake Drive	\$17,220	0.16	3
1	Marsham Drive	Fleming Drive	Kingswood Avenue	\$15,595	0.13	3
1	Wilton Drive	Fleming Drive	Kingswood Avenue	\$15,044	0.13	3
1	Kingswood Avenue	Marsham Drive	Harwood Street	\$30,842	0.26	3
1	Irwin Drive	Zetterower Road	Westlake Drive	\$14,990	0.13	3
2	North Foss Street	Donnie Simmons Way	West Main Street	\$69,894	0.30	3
2	Adrian Court	North Main Street	Cul-de-sac	\$24,948	0.12	4
2	Greene Street	Morris Street	Cul-de-sac	\$36,499	0.16	3
2	Lee Hill Drive	Denmark Street	Terminus	\$22,465	0.12	4
2	West Altman Street	Denmark Street	Terminus	\$27,340	0.13	4
2	Whispering Pines	Patch sections		\$19,647	0.17	4
2	West Cherry Street	South Main Street	South College Street	\$34,841	0.13	5
3	Park Avenue (Southbound)	Savannah Avenue	Park Avenue (Northbound)	\$131,315	0.52	3
3	Old Register Road	Clubhouse	City Limits	\$32,916	0.16	3
3	East Inman Street	Park Avenue	Gentilly Road	\$55,490	0.37	4
4	Southern Court	University Place	Terminus	\$12,146	0.07	4
4	Pinewood Court	University Place	Terminus	\$11,050	0.06	3

4	University Court	University Place	Terminus	\$3,803	0.02	3
4	University Place	Georgia Avenue	Terminus	\$37,280	0.35	3
4	Hollis Street	Catherine Avenue	Pitt Moore Road	\$23,216	0.12	3
4	Henderson Street	Marvin Avenue	Herty Drive	\$24,614	0.13	3
4	Dumbarton Drive	Chelsea Circle	Windsor Way	\$21,182	0.20	2
4	Greenwood Avenue	North Edgewood Drive	Cul-de-sac	\$64,488	0.32	3
5	Briarwood Road	Fair Road	Terminus	\$51,664	0.47	3
5	Pine Needle Road	Wildwood Drive	Oakleaf Drive	\$52,530	0.31	2
5	Oakleaf Drive	Fair Road	Wood Valley Circle	\$37,788	0.21	3
5	Wood Valley Circle	Oakleaf Drive	Old Towne Drive	\$66,868	0.36	3
<b>Totals</b>				<b>\$1,088,445</b>	<b>6.37</b>	

<b>District 1 mileage:</b>	<b>1.58</b>
<b>District 2 mileage:</b>	<b>1.12</b>
<b>District 3 mileage:</b>	<b>1.05</b>
<b>District 4 mileage:</b>	<b>1.28</b>
<b>District 5 mileage:</b>	<b>1.35</b>
<b>Totals</b>	<b>6.37</b>

\$772,000 TSPLOST
\$291,686.32 LMIG
<b>Allowance: \$1,063,686.32</b>

<b>District 1 total:</b>	<b>\$226,460</b>
<b>District 2 total:</b>	<b>\$235,633</b>
<b>District 3 total:</b>	<b>\$219,721</b>
<b>District 4 total:</b>	<b>\$197,781</b>
<b>District 5 total:</b>	<b>\$208,851</b>
<b>Totals</b>	<b>\$1,088,446</b>