

CITY OF BRUNSWICK

601 Gloucester Street * Post Office Box 550 * Brunswick * Georgia * 31520-0550 * (912) 267-5500 * Fax (912) 267-5549

Cornell L. Harvey, Mayor
Felicia M. Harris, Mayor Pro Tem
John A. Cason III, Commissioner
Julie T. Martin, Commissioner
Vincent T. Williams, Commissioner

City Attorney
Brian D. Corry

City Manager
Regina M. McDuffie

AGENDA

**BRUNSWICK CITY COMMISSION MEETING
WEDNESDAY, NOVEMBER 3, 2021 AT 6:00 P.M.
HYBRID MEETING
1229 NEWCASTLE STREET, 2nd FLOOR
&
VIRTUAL TELECONFERENCE VIA ZOOM**

STREAMED LIVE AT THE BELOW WEB ADDRESSES:

<https://www.facebook.com/citybwkga>

or

<https://cityofbrunswick-ga-gov.zoom.us/j/91797189705>

CALL TO ORDER **INVOCATION **PLEDGE OF ALLEGIANCE

PUBLIC HEARING - LAND USE

1. Consider Approval of Rezoning Petition No. 21-04 & Annexation Petition No. 21-01, from Viper Brunswick, LLC, Owner, Petitioning to Annex One Parcel of Land (0.73 Acres) into the City of Brunswick, and Rezone the Subject Parcel from R9 Single Family (R9) to Office Commercial (OC). *(J. Hunter)* **(Encl. 1)**

PUBLIC HEARING - ALCOHOL BEVERAGE LICENSE (New)

2. Consider Approval of Alcohol License. *(R. Monday)*

Name of Business	Business Owner/Manager	Business Address	Permit Type
H.R. Neighborhood Store	Owner - Henry Phillip	1501 "G" Street	Retail sale of beer

ITEM(S) TO BE CONSIDERED FOR APPROVAL

3. Consider Approval of October 20, 2021 Regular Scheduled Meeting Minutes. *(subject to any necessary changes.) (N. Atkinson)* **(Encl. 2)**
4. Consider Approval of Financial Reports as of September 30, 2021. *(K. Mills)* **(Encl. 3)**

5. Consider Approval of Enterprise Zone Incentives in the Central Business District Enterprise Zone for 201 Gloucester Street. (*M. Hill*) **(Encl. 4)**
6. Consider Approval of Health Insurance Renewal for City Employees Benefit Plan. (*R. McDuffie*) **(Encl. 5)**

APPOINTMENT(S)

7. Board (*N. Atkinson*)
 - I. Tree Board – One Appointment

EXECUTIVE SESSION



**SUBJECT: AX 21-01 & CU 21-04| 3399 Trout Street | Annex Parcel into the City
Rezone from R9 to OC (Office Commercial)**

COMMISSION ACTION REQUESTED ON: 11/03/21

PURPOSE: See attached Staff Report

HISTORY:

FACTS AND ISSUES:

BUDGET INFORMATION: N/A

DEPARTMENT RECOMMENDATION ACTION:

- Annexations require the adoption of an Ordinance, the purpose of this Public Hearing and Discussion is to bring the request to the City Commission. Having heard the request, the City Commission should defer a decision on the Rezoning until the November 17th meeting, and instruct staff to publish the proposed Annexation Ordinance (draft attached in Staff Report). Action on the requested Annexation and Rezoning would then take place at the November 17th meeting.

DEPARTMENT: PDC

Prepared by: John Hunter, Director

ADMINISTRATIVE COMMENTS:

ADMINISTRATIVE RECOMMENDATION:

Regina M. McDuffie

City Manager

10/26/21

Date

**Rezoning Petition No. 21-04, &
Annexation Petition No. 21-01**

(3399 Trout Street)

**Staff Report
John Hunter
Director
*Planning, Development, & Codes***

**City of Brunswick
Planning and Appeals Commission
Public Hearing
September 8, 2021**

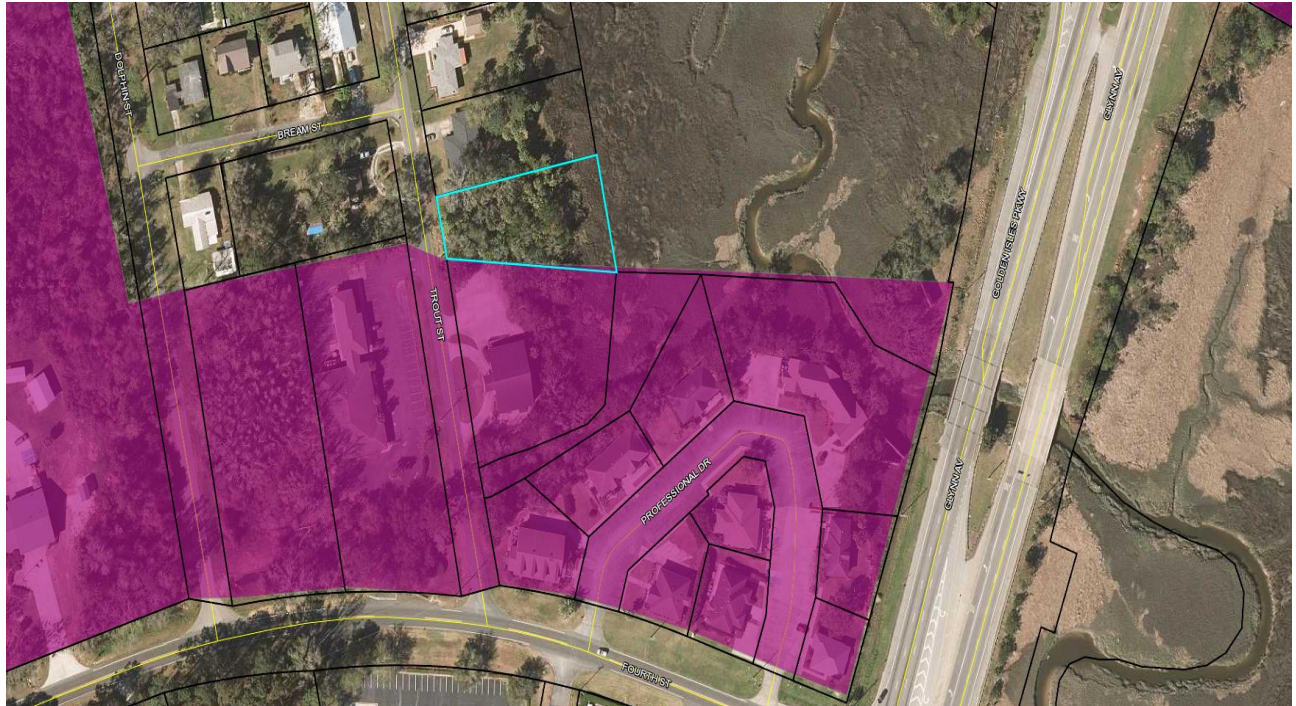
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Requested Land Use Approvals

Viper Brunswick, LLC, owner, is petitioning to:

- 1) Annex one parcel of land (0.73 Acres) into the City of Brunswick, and
- 2) Rezone the subject parcel from R9 Single Family (R9) to Office Commercial (OC).

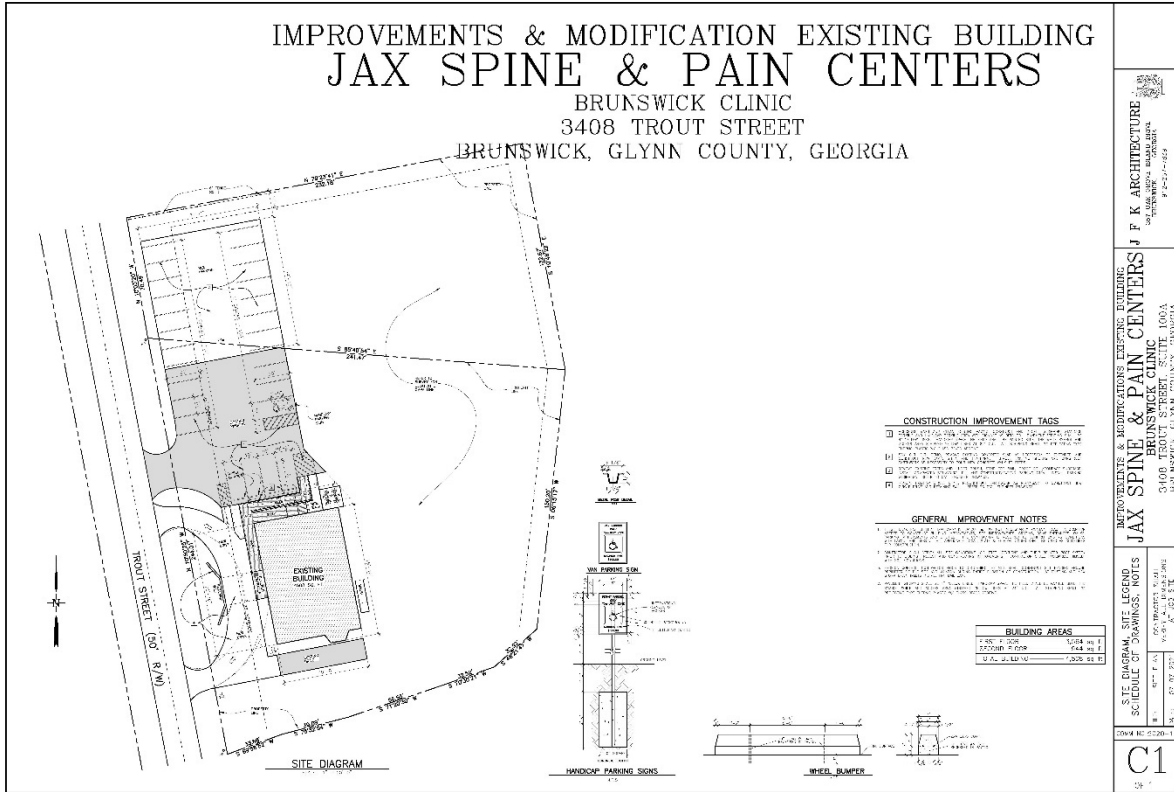


Location map

Proposed Development

The owners of Jax Spine & Pain Centers will be operating their Brunswick Clinic at 3408 Trout Street and want to expand the existing parking as a part of their overall renovation of the building.

The Jax Spine and Pain Center at 3408 Trout Street is located within the City of Brunswick. They own the adjacent parcel at 3399 Trout Street, which is located within unincorporated Glynn County. County Staff recommended that the owners seek annexation to simplify building and zoning requirements for the planned renovations. The annexed parcel will allow for the construction of 14 additional parking spaces to service the clinic. The location of adjacent residential zoning to the north will require the maintenance of a vegetative buffer. Site work and any proposed exterior changes to the building will need to conform to the Glynn Avenue Design Framework as the property will be added to the US 17 Overlay District.



Proposed Site Plan (Larger Version attached in Appendix XX)

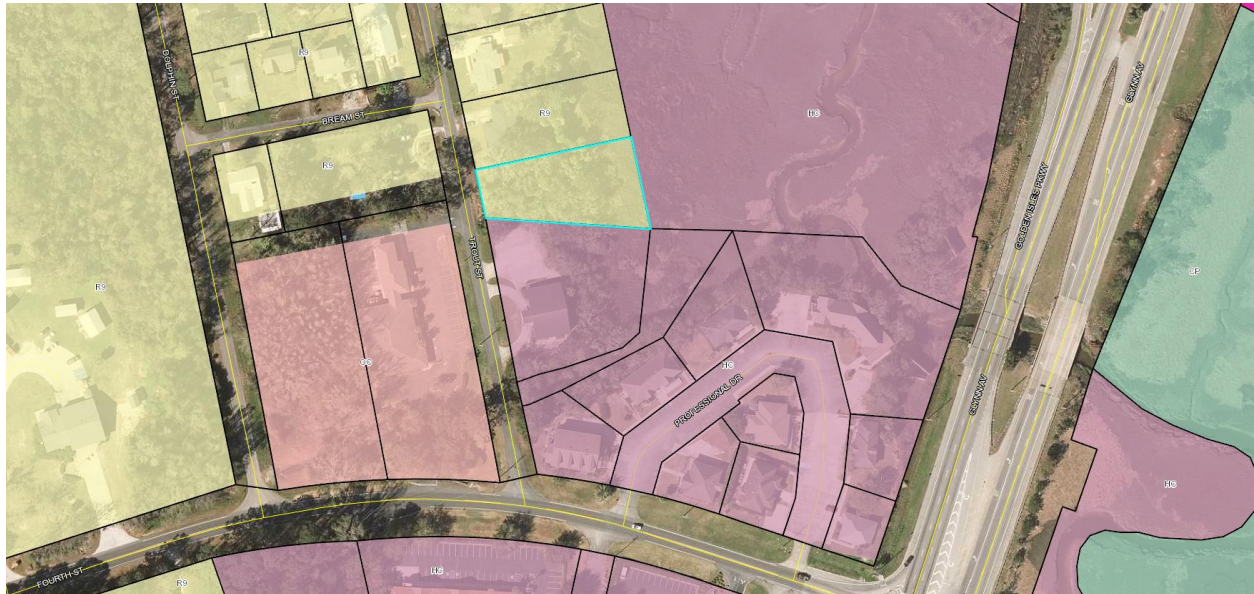
Proposed Annexation

The location map on page 1 shows the parcels located within the City of Brunswick shaded in dark purple. Properties in unincorporated Glynn County are not shaded. The parcel under consideration is outlined in blue.

Annexation will follow the 100% method as permitted by the official code of Georgia (O.C.G.A. 36-36-1). Written notice of the petition to annex property was given to Glynn County and they responded with no objections or development conditions.

Proposed Rezoning

The parcel is currently zoned R9 Single Family (R9) while the adjacent medical clinic is zoned Highway Commercial (HC). As uses in R9 are limited to non-commercial activities, and the proposed parking expansion is an accessory use to a commercial use, a rezoning is required.



Zoning Map

Staff Analysis

The proposed annexation will be beneficial to the property owner, as they will be able to operate within a single jurisdiction instead of two.

When considering a rezoning, we refer back to the Character Areas within our Comprehensive Plan:

[Character Area: North Brunswick/ Altama Avenue](#)

This northern portion of the City includes an irregularly shaped area primarily centered on Altama Avenue but also with frontage on Community Road/ Cypress Mill Road, and the Spur 25. The development pattern here is very mixed with no one type of development predominating. The campus of the College of Coastal Georgia and Brunswick High School comprise major civic uses in this area. Linear, auto-oriented commercial uses with scattered building sites and large parking areas are found along Altama Avenue, Community Road/ Cypress Mill Road, and the Spur 25.

Two residential neighborhoods with curved but connected street systems, Magnolia Park and College Park, are also part of this area. These neighborhoods have well defined boundaries and consistent single-family development patterns but also offer proximity to nearby commercial and institutional services.

Vision

The vision for the North Brunswick area is multi-layered, reflecting its land use diversity. For the single-family neighborhoods of Magnolia Park and College Park, the vision is to preserve the character and boundaries of these suburban, single-family neighborhoods. For Altama and Community Road/Cypress Mill Road, the vision is for new, mixed-use, urban boulevards with active, pedestrian-oriented streetscapes. For Spur 25, the vision is for a major commercial corridor including big box retail with limited access to ensure transportation mobility. It is also important to the North Brunswick community that it retain its institutional assets – the Coastal Georgia Community College, Brunswick High School, and Jane Macon Middle School. These institutional assets should be better connected with nearby neighborhoods and knit together with a connected framework of pedestrian and bicycle paths.

Appropriate Land Uses

- Single-family residential development within Magnolia Park and College Park
- Community-scale commercial, institutional, multifamily, and mixed-use development along Altama Avenue and Community Road/ Cypress Mill Road
- Regional-scale commercial development including big box development along Altama Avenue, Community Road/ Cypress Mill Road, and Spur 25
- Industrial development on the western portions of Habersham

Recommended Development Patterns

- Vertical, multi-story mixed-use development with retain on the ground floor along major corridors
- Potential housing for college students developed in New Urbanist-style/ traditional neighborhood patterns along Altama Avenue, Community Road/ Cypress Mill Road, or US 17 corridor
- Clustering high-density development at nodes along major corridors
- Greyfield redevelopment that converts vacant or underutilized commercial strips to mixed-use assets
- Development that have easy access to nearby transit, shopping, schools, and other areas where residents travel daily
- Single-family residential areas with strong boundaries and consistent massing, setbacks, and front yards
- Preservation and enhancement of major institutions, such as high schools and colleges, along major corridors
- Community facilities such as schools developed in a way that the entire community can share facilities such as meeting rooms, libraries, and playgrounds

Staff Recommendation

Staff recommends in favor of granting the requested annexation and rezoning petitions. The annexation and rezoning of the subject parcel will not have a negative impact on other City parcels.

Planning & Appeals Recommendation

The Planning and Appeals Commission held a Public Hearing on the Annexation and Rezoning Requests on September 9, 2021. No one spoke for or against the application. The Rezoning requested by the applicant was Highway Commercial. The PAC was concerned about the impacts of intensive HC zoning uses adjacent to R9 residential. The PAC deferred their decision to the October 13 meeting, and asked staff to contact applicants to discuss reducing the zoning to Office Commercial. The applicant agreed to reduce the requested zoning to Office Commercial.

The Planning and Appeals Commission returned to the item at their October 13, 2021 meeting. With the applicant having revised their application and agreed to the Office Commercial zoning, the PAC voted to recommend that the City Commission approve the Annexation request and approve rezoning the parcel to Office Commercial.

Appendix A – zoning standards and policies

ZONING STANDARDS AND POLICIES AND PROCEDURES FOR ZONING HEARINGS

Approved by the Commission City of Brunswick, Georgia
April 5, 1989

Part I. Standards

The current Georgia statutory law, O.C.G.A. ;s; 36-66-5(b) expressly mandates that each local government exercising zoning power establish and consider such factors in the form of substantive standards for zoning decisions. That subsection provides:

[E]ach local government shall adopt standards governing the exercise of the zoning power, and such standards may include any factors which the local government finds relevant in balancing the interest in promoting the public health, safety, morality, or general welfare against the right to the unrestricted use of property. Such standards shall be printed and copies thereof shall be available for distribution to the general public.

In keeping with the foregoing statutory requirement, the City of Brunswick has adopted the following substantive standards to govern its zoning decisions:

A. A PROPOSED ZONING CLASSIFICATION OR CONDITIONAL USE REQUEST SHOULD BE COMPATIBLE WITH EXISTING USES AND ZONING OF ADJACENT AND NEARBY PROPERTY, AND ``SPOT ZONING'' SHOULD ALMOST ALWAYS BE REJECTED.

(1) Would the proposed rezoning create an isolated district unrelated to adjacent and nearby districts?

(2) Is the proposed rezoning a logical extension of a zoning boundary which would improve the pattern of uses in the general area?

B. A PROPOSED ZONING CLASSIFICATION SHOULD NOT DESTABILIZE THE SURROUNDING NEIGHBORHOOD.

(1) Is the proposed zoning classification one which would promote integrity of the neighborhood and preserve its general character?

(2) Would the proposed rezoning precipitate similar rezoning requests which would generate or accelerate adverse land use changes in the neighborhood?

C. A PROPOSED ZONING CLASSIFICATION SHOULD MAXIMIZE THE ECONOMIC VALUE OF THE SUBJECT PROPERTY WITHOUT DEPRECIATING THE VALUE OF ADJACENT AND NEARBY PROPERTY.

(1) To what extent does the existing zoning classification depress the value of the subject property?

(2) To what extent would the proposed zoning classification result in appreciation of the value of the property?

(3) What effect does the existing zoning classification have on the values of adjacent and nearby property?

(4) What effect would the proposed zoning classification have on the values of adjacent and nearby property?

D. A PROPOSED ZONING CLASSIFICATION SHOULD NOT HAVE AN ADVERSE EFFECT ON TRAFFIC FLOW, TRAFFIC SAFETY OR POPULATION DENSITY.

(1) Is there adequate public or private parking for the proposed use and other uses permitted within the classification?

(2) Would such uses create any problem of traffic congestion in the area?

(3) Would such uses create any traffic safety problem with regard to ingress and egress, visibility or otherwise?

(4) Would such uses necessitate changes in streets or sidewalks or traffic signage or signalization?

(5) Would such uses contribute to an undesirable level of population density?

(6) Would such uses substantially conflict with existing density patterns in the neighborhood?

E. A PROPOSED ZONING CLASSIFICATION SHOULD NOT HAVE ADVERSE ENVIRONMENTAL IMPACT.

(1) Would the proposed use or other uses permitted within the classification create noise, dust, smoke or odors?

(2) Would such uses affect air quality or water quality and quantity?

(3) Would such uses create problems with drainage or soil erosion and sedimentation?

(4) Would such uses aggravate problems with flood damage control?

(5) Would such uses aggravate waste disposal problems?

F. A PROPOSED ZONING CLASSIFICATION SHOULD NOT HAVE ADVERSE AESTHETIC EFFECTS.

(1) Would the proposed rezoning lead to removal of existing vegetation?

(2) Would the proposed use incorporate new planting?

(3) Would the proposed use necessitate unattractive structures or result in removal or alteration of historic structures?

(4) Would the proposed use be visually compatible with the surrounding neighborhood?

(5) Would the proposed use include machinery or work visible from the street or neighboring property?

(6) Would the proposed use be adequately separated from conflicting uses by an appropriate buffer?

G. A REZONING SHOULD NOT RESULT IN COSTS TO THE PUBLIC DISPROPORTIONATE TO TAX REVENUES GENERATED BY THE PROPOSED USE.

(1) Would the rezoning increase the cost of government in providing public utilities, schools, streets, police and fire protection, etc.?

(2) What additional public facilities would be required?

(3) To what extent would such increased costs be offset by increased tax revenues?

H. THE SUBJECT PROPERTY SHOULD BE SUITABLE FOR THE ZONED PURPOSES.

(1) Is the property suitable for uses within the existing zoning classification?

(2) Has the property been vacant as zoned, and if so, for what period or periods of time?

(3) Are there substantial reasons why the property cannot be economically used in accordance with existing zoning?

(4) Would the proposed rezoning benefit the general public in any way?

(5) Would the proposed rezoning conform to or diverge from the comprehensive land use plan?

* * *

It is obvious that the foregoing standards are very general, not at all specific, and that the public and private interests cannot be balanced with mathematical certainty in a zoning decision. Moreover, particular zoning issues which may arise, considered in context, may suggest concerns in addition to the foregoing standards and further questions which will need to be addressed by the Commission. It can only be said that any zoning decision, to be lawful, must be based on a relative gain to the public, as compared to the hardship imposed upon private parties. Such decisions must never be based simply upon the numbers of supporters or opponents or other political factors without consideration of the standards.

(excerpt from addendum that was added to the zoning ordinance by the City Commission on April 5, 1989)

APPENDIX B - OFFICE COMMERCIAL ZONING CODE

ARTICLE VII. - OC OFFICE COMMERCIAL DISTRICT

Sec. 23-7-1. - Intent of district.

It is the intent of this section that the OC zoning district be developed and reserved for business, office, institutional, specified public, semi-public and residential purposes. The regulations which apply within this district are designed to encourage the formation and continuance of a quiet, compatible and uncongested environment for office-type business or professional firms intermingled with dwellings and certain public or semi-public uses and to discourage any encroachment by unrestricted retail and/or wholesale business establishments, industrial concerns or other uses capable of adversely affecting the specialized commercial institutional and housing character of the district.

(Ord. No. 1006, § 1, 11-19-2008)

Sec. 23-7-2. - Permitted uses.

The following uses shall be permitted in any OC zoning district:

- (a) Business involving the rendering of a personal service, specifically including:
 - (1) Barber shop, beauty shop or combination thereof.
 - (2) Business school or college.
 - (3) Dressmaker, seamstress, tailor.
 - (4) Funeral home or mortuary.
 - (5) Insurance agency.
 - (6) Jewelry and watch repair shop.
 - (7) Medical, dental or chiropractic or other medically oriented office, clinic and/or laboratory.
 - (8) Office building and office for governmental, business, professional or general purposes, but not including any storage, sale, rental or servicing of goods on the premises.
 - (9) Photographic studio.
 - (10) Radio and/or television studio.
 - (11) Real estate agency.
 - (12) School offering instruction in art, music, dancing, drama or similar cultural activity.
 - (13) Secretarial and/or telephone-answering service.
 - (14) Shoe repair shop.
- (b) Any use permitted in a GR residential district under the conditions and requirements set forth in sections 23-6-4 and 23-6-5.
- (c) Hotel, tourist home and motel.
- (d) Private or semi-private club, lodge, union hall or social center.
- (e) Church.
- (f) Accessory use in compliance with the provisions of section 23-3-17.
- (g) Two-family dwelling, including patio dwelling in compliance with section 23-6-4.
- (h) Multi-family dwelling in compliance with section 23-6-4.

- (i) Townhouse dwelling in compliance with section 23-6-4.
- (j) Group dwelling in compliance with section 23-6-4.
- (k) Boarding house in compliance with section 23-6-4.
- (l) One-family dwelling, attached in compliance with section 23-6-4.

(Ord. No. 1006, § 1, 11-19-2008; Ord. No. 1012, § 1, 9-2-2009)

Sec. 23-7-3. - Conditional use.

The following uses shall be permitted on a conditional use basis in any OC zoning district, subject to the conditions as set forth in section 23-25-4.

- (a) Pharmacy, apothecary, drug store, book, cigar and/or magazine shop, florist shop, gift shop, and restaurant other than a drive-in, provided that such businesses are located and operated so as to serve primarily nearby offices, tourist homes, apartment buildings and other permitted uses, no outside loud speaker systems are utilized and all lights or lighting arrangements used for purposes of advertising or night operations are directed away from adjoining or nearby residential properties.
- (b) Community hospitals or clinics, including any function such as cafeterias and laundries which relate directly to the operation of the hospitals or clinics and are contained within the confines of said hospital or clinic, provided such uses are in compliance with the provisions of section 23-17-4.
- (c) Any educational facilities directly related to an authorized hospital or the Glynn County Board of Health, and under the supervision and control of an authorized hospital or the Glynn County Board of Health, provided such uses are in compliance with the provisions of section 23-17-4.
- (d) Single or multi-story dormitories or living quarters for the staff and/or student body of an authorized hospital or its related activities, including eating and laundry facilities, provided such dormitories and sleeping quarters are under the supervision and control of an authorized hospital, and provided such uses are in compliance with the provisions of section 23-17-4.
- (e) Automobile service station provided that operations involving major repairs, body and fender work, painting or the sale or rental of new or used cars or trucks, trailers of any type, or boats, are not conducted on the premises, the stations are located on property fronting on major streets, as designated on the zoning map, all pumps are set back at least 25 feet from the right-of-way line of abutting streets and parking and/or service areas are separated from adjoining residential properties by a suitable planting screen, fence or wall at least six feet in height above finished grade.
- (f) All conditional uses permitted in the GR zoning district, as set forth in section 23-4-3 and subject to all requirements pertaining to that district.
- (g) Temporary use in compliance with the provisions of section 23-23-5.

(Ord. No. 1006, § 1, 11-19-2008; Ord. No. 1012, § 1, 9-2-2009)

Sec. 23-7-4. - Other requirements.

Unless otherwise specified elsewhere in this chapter, uses permitted in OC office commercial zoning districts shall be required to conform to the following standards:

- (a) Minimum lot area: 4,000 square feet.
- (b) Minimum lot width: 40 feet.

- (c) Minimum front yard: Ten feet.
- (d) Minimum side yard: None.
- (e) Minimum rear yard: 15 feet.
- (f) Maximum building height: 60 feet, subject to the approval of the fire chief.

(Ord. No. 1006, § 1, 11-19-2008)

Appendix C – Applications



Annexation Application

COME NOW, the undersigned being the owner(s) of all said tract(s) of land, as more particularly described in the plat survey attached hereto as Exhibit "A", and the metes and bounds legal description as set forth in Exhibit "B". This application is submitted by the undersigned owner(s) pursuant to Official Code of Georgia Annotated 36-36-3 et seq., and hereby petitions the Mayor and Commission do the following at said property into/from the corporate limits of the City of Brunswick, Georgia.
In making this application and petition to the Mayor and Commission, the undersigned shows that:

Section A Applicant Information

Owner Name VIPER BRUNSWICK LLC

Mailing Address 10475 CENTURION PARKWAY NORTH SUITE 210

City JACKSONVILLE State FLA ZIP 32256

Phone Number (239) 823-3974

Email Address steveb@jaxspine.com

Section B Property Information

Property Address 3399 TROUT ST BRUNSWICK, GA 31520

Tax Parcel # 03-08242

Property Size 0.73 Acres Proposed Zoning GC

Number of People Residing at Property 0 Number of People 18 Years or Older Residing at Property 0 Number of Registered Voters Residing at Property 0

Application Type Petition for Annexation Petition for Deannexation

1. The undersigned is or are the sole owner(s) of said property and owns a fee simple absolute interest therein, subject to any mortgages or deeds to secure that debt.
2. Attached hereto as Exhibit "A" is a current plat survey of said property showing the contiguity of said property to the existing corporate limits of the City of Brunswick, Georgia.
3. Attached hereto as Exhibit "B" is a metes and bounds legal description of said property.

Section C

I hereby declare under penalty of perjury that I am authorized to make this application and that the information contained herein is true and accurate.

Executed on 7/12/21 in JACKSONVILLE, FL (city, state).

Signature of Authorized Officer or Agent [Signature]

Printed Name and Title of Authorized Officer or Agent STEVE BORON

SUBSCRIBED AND SWORN BEFORE ME

On this 12th day of July, 2021

[Signature]
Notary Public Signature

My Commission Expires: 9/28/2022





CITY OF BRUNSWICK, GEORGIA

APPLICATION FOR REZONING

RZ

APPLICANT: After completely reading this form, the applicant will answer each item as completely as possible. Please print or type. The Planning Staff will assist you if necessary.

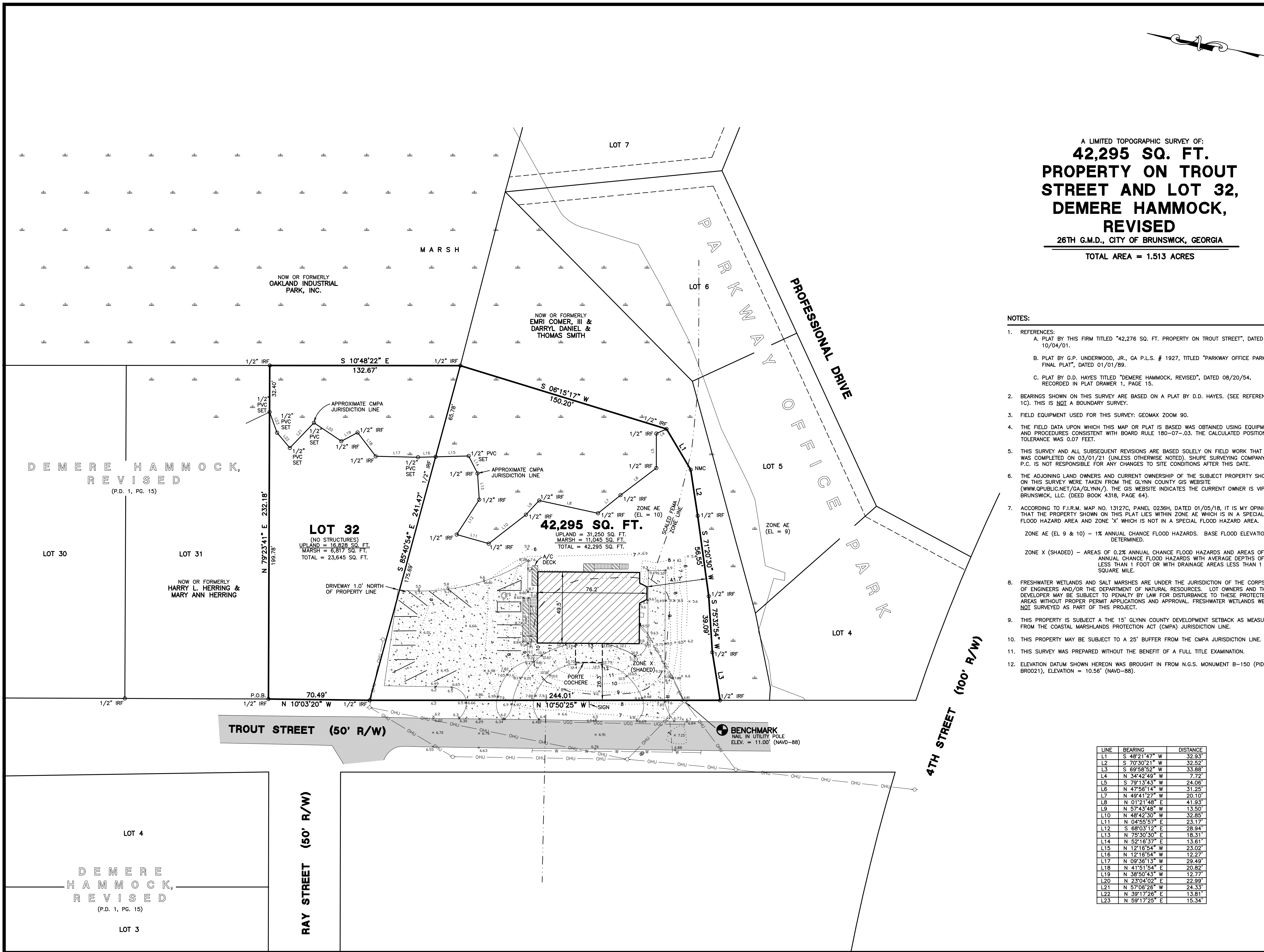
This is a request for a **REZONING** to the Official Zoning Ordinances of the City of Brunswick. Please read Article XXIII of Zoning Ordinance which applies to your proposal.

1. Applicant (Your Name): VIPER BRUNSWICK LLC Daytime Phone: (239) 824 Email: steveb@jaxspine.com
Mailing Address 10475 CENTURION PARKWAY NORTH SUITE 210, JACKSONVILLE, FL Zip: 32256
2. Location of Property forming the basis for this text amendment: 3399 TROUT STREET, BRUNSWICK, GA 31520
Street _____ Tax Map and Parcel Number: 03-08242 (Glynn County)
3. Is this rezoning due to annexation? YES NO
4. Total Parcel area (indicate square feet or acres): 23,645 SF / 0.73 ACRES Square Feet/Acres
5. Present Zoning: R9 Abutting zones (list all zones that touch the parcel): R9 & GC
6. Proposed Zoning: GC
7. Are any special use(s), variance(s), covenant(s), or prior rezoning(s) present on the parcel?
 YES NO If 'YES', list ALL and date: _____
8. The following data shall be attached as applicable:
 Petition signed by Property Owner or agent requesting the Rezoning.
 Full text of the proposed amendment in the format of the ordinance it is intended to amend.
9. Reasons for the rezoning request: COMMERICAL BUSINESS PURCHASED BOTH PARCELS IN SINGLE SELL
REZONE TO "GC" IN ORDER TO EXPAND PARKING , NO STRUCTURE,
A BUFFER WILL BE REQUIRED ADJACENT TO THE RESIDENTIAL PROPERTY TO THE NORTH.
10. Do you have legal possession of the parcel(s) proposed for this zoning text amendment? YES NO
(If 'NO' then this application cannot be processed until an application is received for all parcels intended to be affected by the text amendment and legal authorization provided.)
11. Owner's Name (If different from Applicant*): SAME
Address: _____ Zip: _____ Daytime Phone: _____ (*If applicant is different from Owner, a legal authorization to represent the Owner must be attached to this application.)

I understand that the City of Brunswick will not process this application until I have submitted **ALL** required materials on or before the date of the approved schedule, which shall be **not less than 20 days prior to the regularly scheduled and advertised monthly meeting of the Planning and Appeals Commission**. The PAC meets on the Second Wednesday of each month at 5:15 PM in Commission Chambers, Old City Hall. The recommendation of the Planning Commission is forwarded to City Commission for their review at the next regularly scheduled meeting following the PAC meeting.

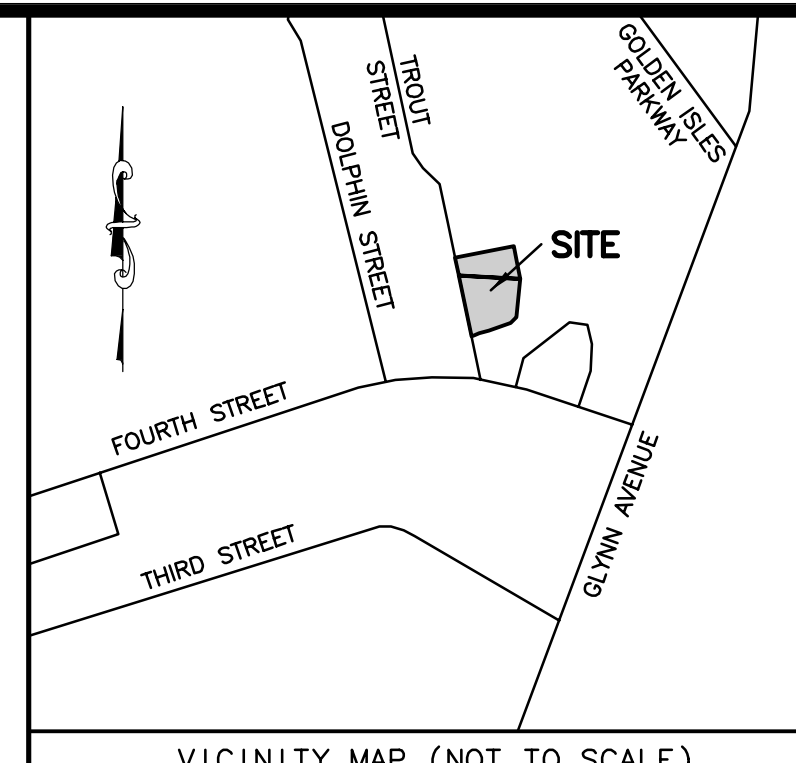
Signed: [Signature] Date: 7/12/21

(Printed Name: STEVE BORON)



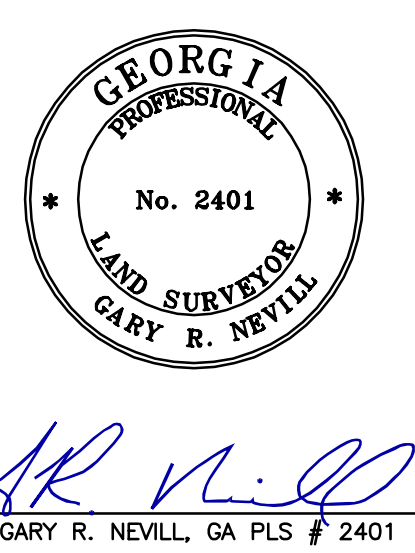
A LIMITED TOPOGRAPHIC SURVEY OF:
42,295 SQ. FT.
PROPERTY ON TROUT STREET AND LOT 32, DEMERE HAMMOCK, REVISED
 26TH G.M.D., CITY OF BRUNSWICK, GEORGIA
TOTAL AREA = 1.513 ACRES

- NOTES:**
- REFERENCES:
 - PLAT BY THIS FIRM TITLED "42,276 SQ. FT. PROPERTY ON TROUT STREET", DATED 10/04/01.
 - PLAT BY G.P. UNDERWOOD, JR., GA P.L.S. # 1927, TITLED "PARKWAY OFFICE PARK, FINAL PLAT", DATED 01/01/89.
 - PLAT BY D.D. HAYES TITLED "DEMERE HAMMOCK, REVISED", DATED 08/20/54, RECORDED IN PLAT DRAWER 1, PAGE 15.
 - BEARINGS SHOWN ON THIS SURVEY ARE BASED ON A PLAT BY D.D. HAYES. (SEE REFERENCE 1C). THIS IS NOT A BOUNDARY SURVEY.
 - FIELD EQUIPMENT USED FOR THIS SURVEY: GEOMAX ZOOM 90.
 - THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED WAS OBTAINED USING EQUIPMENT AND PROCEDURES CONSISTENT WITH BOARD RULE 180-07-.03. THE CALCULATED POSITIONAL TOLERANCE WAS 0.07 FEET.
 - THIS SURVEY AND ALL SUBSEQUENT REVISIONS ARE BASED SOLELY ON FIELD WORK THAT WAS COMPLETED ON 03/01/21 (UNLESS OTHERWISE NOTED). SHUPE SURVEYING COMPANY, P.C. IS NOT RESPONSIBLE FOR ANY CHANGES TO SITE CONDITIONS AFTER THIS DATE.
 - THE ADJOINING LAND OWNERS AND CURRENT OWNERSHIP OF THE SUBJECT PROPERTY SHOWN ON THIS SURVEY WERE TAKEN FROM THE GLYNN COUNTY GIS WEBSITE (WWW.OPUBLIC.NET/GA/GLYNN/). THE GIS WEBSITE INDICATES THE CURRENT OWNER IS VIPER BRUNSWICK, LLC. (DEED BOOK 4318, PAGE 64).
 - ACCORDING TO F.I.R.M. MAP NO. 13127C, PANEL 0236H, DATED 01/05/18, IT IS MY OPINION THAT THE PROPERTY SHOWN ON THIS PLAT LIES WITHIN ZONE AE WHICH IS IN A SPECIAL FLOOD HAZARD AREA AND ZONE "X" WHICH IS NOT IN A SPECIAL FLOOD HAZARD AREA.
 - ZONE AE (EL 9 & 10) - 1% ANNUAL CHANCE FLOOD HAZARDS. BASE FLOOD ELEVATIONS DETERMINED.
 - ZONE X (SHADED) - AREAS OF 0.2% ANNUAL CHANCE FLOOD HAZARDS AND AREAS OF 1% ANNUAL CHANCE FLOOD HAZARDS WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE.
 - FRESHWATER WETLANDS AND SALT MARSHES ARE UNDER THE JURISDICTION OF THE CORPS OF ENGINEERS AND/OR THE DEPARTMENT OF NATURAL RESOURCES. LOT OWNERS AND THE DEVELOPER MAY BE SUBJECT TO PENALTY BY LAW FOR DISTURBANCE TO THESE PROTECTED AREAS WITHOUT PROPER PERMIT APPLICATIONS AND APPROVAL. FRESHWATER WETLANDS WERE NOT SURVEYED AS PART OF THIS PROJECT.
 - THIS PROPERTY IS SUBJECT TO THE 15' GLYNN COUNTY DEVELOPMENT SETBACK AS MEASURED FROM THE COASTAL MARSHLANDS PROTECTION ACT (CMPA) JURISDICTION LINE.
 - THIS PROPERTY MAY BE SUBJECT TO A 25' BUFFER FROM THE CMPA JURISDICTION LINE.
 - THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A FULL TITLE EXAMINATION.
 - ELEVATION DATUM SHOWN HEREON WAS BROUGHT IN FROM N.G.S. MONUMENT B-150 (PID-BR0021), ELEVATION = 10.56' (NAVD-88).



THIS DOCUMENT AND ALL REPRODUCIBLE COPIES OF THIS DOCUMENT ARE THE PROPERTY OF SHUPE SURVEYING COMPANY, P.C. REPRODUCTION OF THIS DOCUMENT IS NOT PERMITTED WITHOUT WRITTEN CONSENT OF SHUPE SURVEYING COMPANY, P.C. UNLESS THIS DOCUMENT BECOMES A MATTER OF PUBLIC RECORD. ALTERATIONS TO THIS DOCUMENT ARE NOT PERMITTED.

- LEGEND:**
- CIRF CAPPED IRON REBAR FOUND (SSC PG. LSF 317)
 - IRF IRON REBAR FOUND
 - NMC NON MONUMENTED CORNER
 - P.O.B. POINT OF BEGINNING
 - WATER METER
 - SPOT ELEVATION
 - UTILITY POLE
 - CONCRETE
 - BUILDING
 - ASPHALT
 - WOOD DECK
 - OHU OVERHEAD UTILITIES
 - UGC UNDERGROUND CABLE LINE
 - UGP UNDERGROUND POWER LINE
 - UGG UNDERGROUND GAS LINE
 - CONTOUR LINE

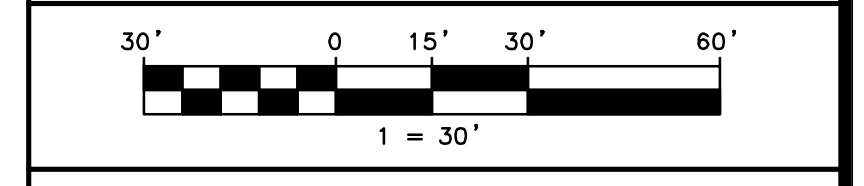


NO.	REVISION	BY	DATE

A LIMITED TOPOGRAPHIC SURVEY OF:
42,295 SQ. FT. PROPERTY ON TROUT STREET AND LOT 32, DEMERE HAMMOCK, REVISED
 26TH G.M.D., CITY OF BRUNSWICK, GEORGIA

PREPARED FOR:
VIPER BRUNSWICK, LLC

SHUPE SURVEYING COMPANY, P.C.
 3837 DARIEN HIGHWAY
 BRUNSWICK, GA 31525
 912-265-0562
 CERTIFICATE OF AUTHORIZATION: LSF317



SCALE: 1" = 30'
 FILE: 20376
 DRAWING: 20376-2
 DRAWING DATE: 03/04/2021
 DRAWN BY: JCH
 CREW CHIEF: RPG
 SHEET 1 OF 1

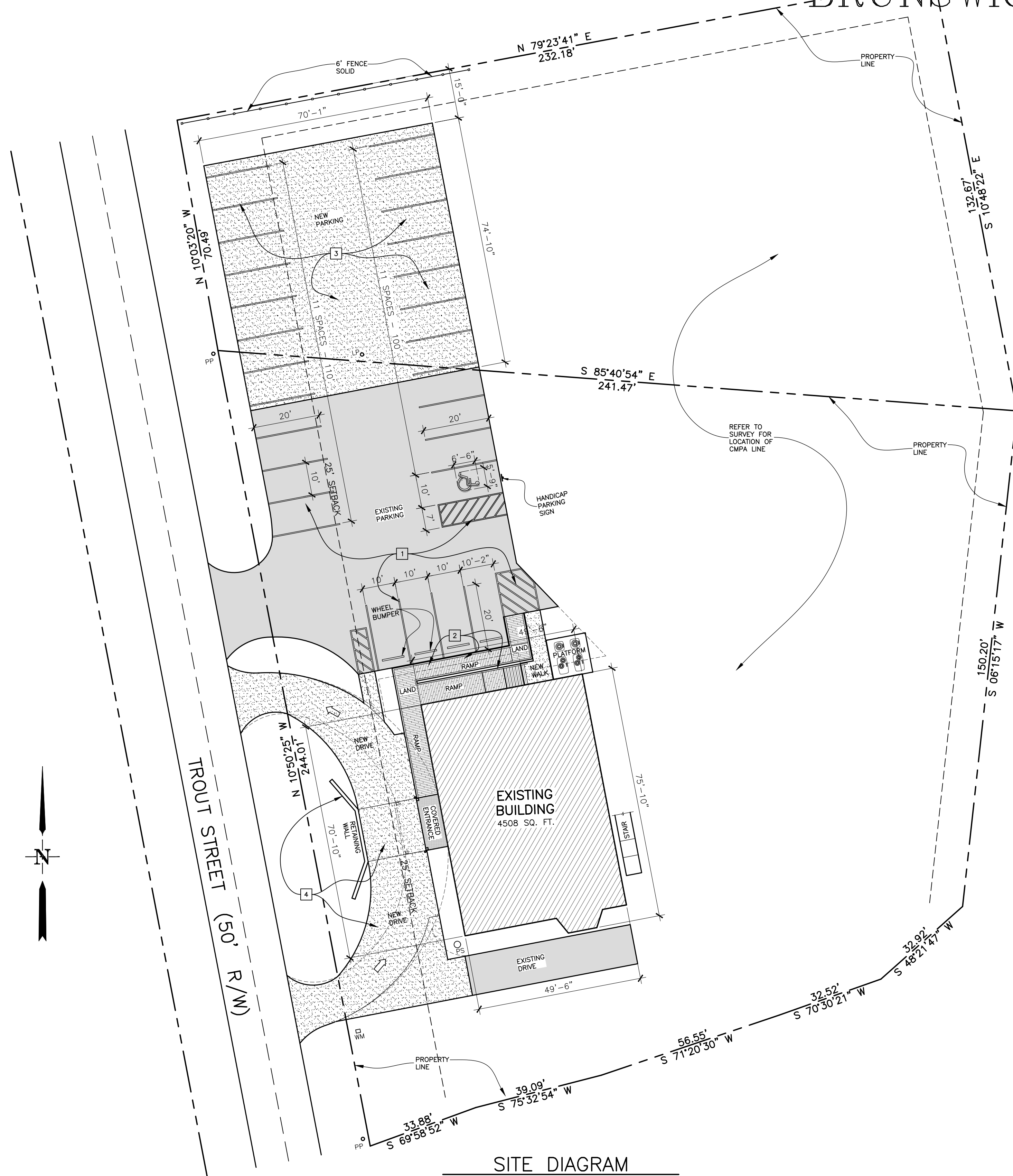
LINE	BEARING	DISTANCE
L1	S 48°21'47" W	32.93'
L2	S 70°30'21" W	32.52'
L3	S 89°58'52" W	33.88'
L4	N 34°42'48" W	7.72'
L5	S 79°13'43" W	24.06'
L6	N 47°56'14" W	31.25'
L7	N 49°41'27" W	20.10'
L8	N 01°21'48" E	41.93'
L9	N 57°43'48" W	13.50'
L10	N 48°42'30" W	32.85'
L11	N 04°55'57" E	23.17'
L12	S 68°03'12" E	28.94'
L13	N 75°30'30" E	18.31'
L14	N 52°16'37" E	13.61'
L15	N 12°16'54" W	23.02'
L16	N 12°16'54" W	12.27'
L17	N 09°36'13" W	29.49'
L18	N 41°51'54" E	20.82'
L19	N 38°50'43" W	12.77'
L20	N 23°04'02" E	22.98'
L21	N 57°06'26" W	24.33'
L22	N 39°17'26" E	13.81'
L23	N 59°17'25" E	15.34'

Project File: 1007100000202176_2.dwg, 11/10/2021 11:46:14 AM, PLS: Change Review: 2021

IMPROVEMENTS & MODIFICATION EXISTING BUILDING JAX SPINE & PAIN CENTERS

BRUNSWICK CLINIC
3408 TROUT STREET

BRUNSWICK, GLYNN COUNTY, GEORGIA



SITE DIAGRAM
SCALE: 1" = 20'-0"

CONSTRUCTION IMPROVEMENT TAGS

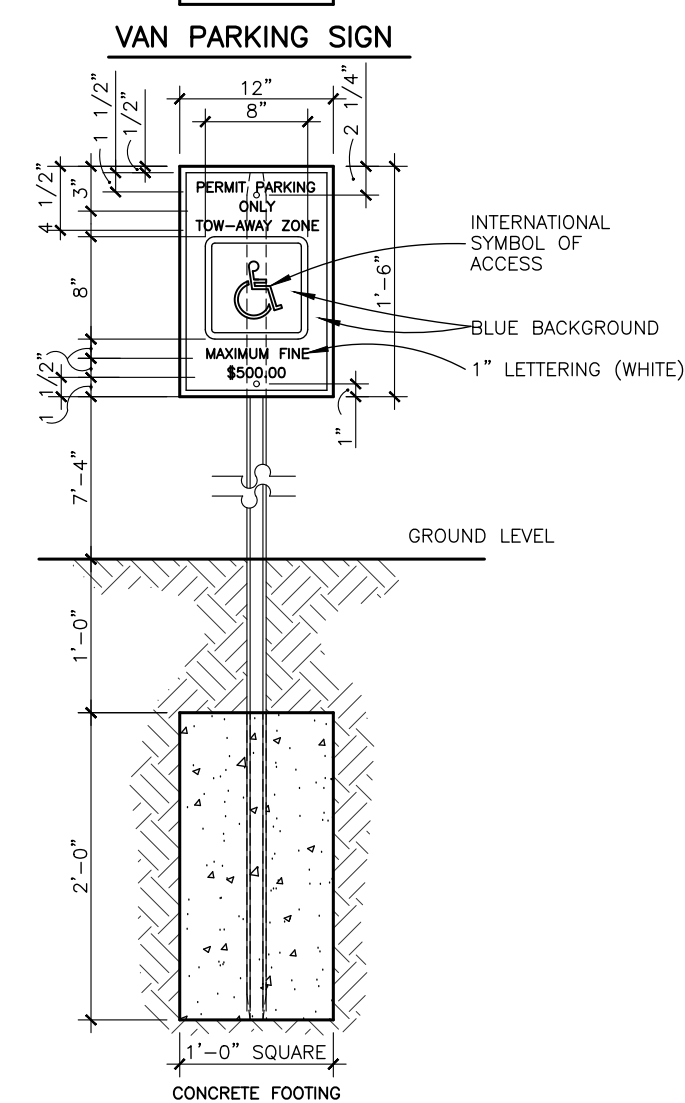
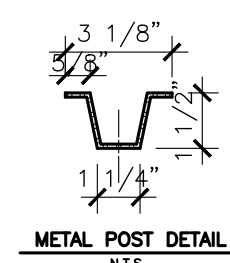
- 1 PRESSURE WASH AND CLEAN EXISTING PAVING, CONSTRUCT AND INSTALL STRIPPING STANDARD PARKING AND HANDICAP PARKING AREA WITH SIGNAGE AS DETAILED. PAVEMENT STRIPPING SHALL BE 4" YELLOW LINES. HANDICAP SPACE THE FIELD SHALL BE PAINTED BLUE, THE WHITE SYMBOL AND ACCESS AREA STRIPPED YELLOW LINES AT 24" O.C. ALL STRIPPING SHALL BE REFLECTING TYPE THERMO PLASTIC W/ GLASS BEADS ADDITIVE.
- 2 SAW CUT OUT, DEMO, REMOVE EXISTING CONCRETE SLAB AS NECESSARY TO EXTENDED AND CONSTRUCT NEW RAMP, STEPS AND PLATFORM. REMOVE EXISTING SHURBS AND CONSTRUCT EARTHWORK AS NECESSARY TO POUR NEW CONCRETE WALK TO STEPS.
- 3 REMOVE EXISTING TREES AND UNDER BRUSH, STRIP TOP SOIL, PROOF ROLL/COMPACT SUBGRADE, INSTALL COMPACTED STRUCTURAL FILL AND CONSTRUCT/EXTEND PARKING AREA. INSTALL PARKING STRIPPING. REFER TO CIVIL ENGINEER DRAWINGS.
- 4 REMOVE EXISTING CIRCLE DRIVE, RECONSTRUCT EARTHWORK AS NECESSARY TO CONSTRUCT NEW CIRCLE DRIVE AND RETAINING WALL. REFER TO CIVIL ENGINEER DRAWINGS.

GENERAL IMPROVEMENT NOTES

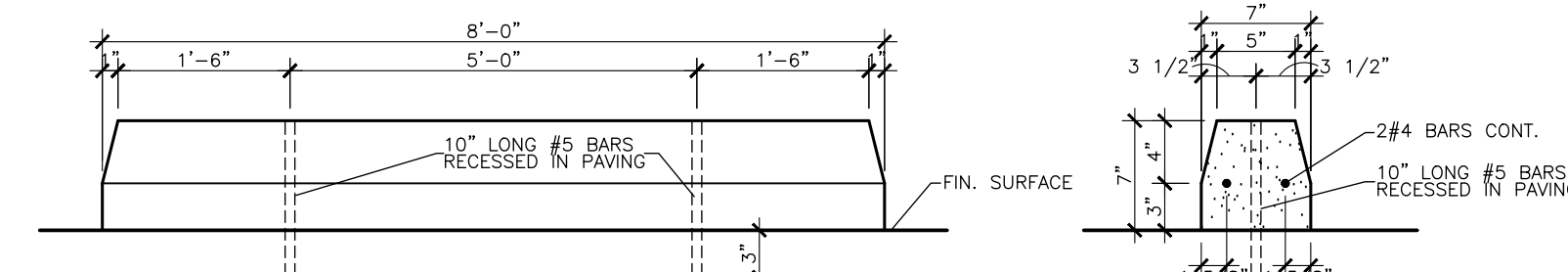
1. THESE DRAWINGS REFLECT DIAGRAMMATIC LAYOUT & DO NOT NECESSARILY CONTAIN EXACT INFORMATION NEEDED TO CONSTRUCT BUILDING IMPROVEMENTS, SITE IMPROVEMENTS, GRADING, DRIVE ENTRANCES, WALKS, PARKING IMPROVEMENTS AND UTILITIES. THE CONTRACTOR IS REQUIRED TO CONFIRM EXISTING CONDITIONS WITH LAYOUT AND DESIGN. ALL APPLICABLE LOCAL, STATE & FEDERAL CODES SHALL BE USED AS GUIDELINES FOR CONSTRUCTION.
2. CONTRACTOR SHALL VERIFY ALL SITE CONDITIONS AND TREE LOCATIONS AND THEIR RELATED ROOT SYSTEM PRIOR TO BIDDING PROJECT AND CONSTRUCTING IMPROVEMENTS. CONTRACTOR SHALL FAMILIARIZE HIMSELF WITH SOIL CONDITIONS.
3. EROSION CONTROL, CONTRACTOR PRIOR TO DISTURBING THE SITE SHALL CONSTRUCT SILT FENCING AROUND PERIMETER OF THE SITE AND MAINTAIN DURING ENTIRE DURATION OF CONSTRUCTION. AT EXISTING AND NEW STORM DRAIN INLETS INSTALL HAY BAIL DAM.
7. PAVEMENT STRIPPING SHALL BE 4" YELLOW LINES. HANDICAP SPACE THE FIELD SHALL BE PAINTED BLUE, THE SYMBOL WHITE AND ACCESS AREA STRIPPED YELLOW LINES AT 24" O.C. ALL STRIPPING SHALL BE REFLECTING TYPE THERMO PLASTIC W/ GLASS BEADS ADDITIVE.

BUILDING AREAS

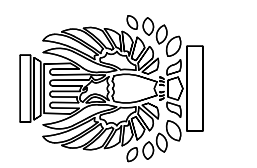
FIRST FLOOR	3,564 sq ft
SECOND FLOOR	944 sq ft
TOTAL BUILDING	4,508 sq ft



HANDICAP PARKING SIGNS
N.T.S.



WHEEL BUMPER
N.T.S.



J F K ARCHITECTURE
357 OAK GROVE ISLAND DRIVE
BRUNSWICK, GEORGIA
912-267-7839

IMPROVEMENTS & MODIFICATIONS EXISTING BUILDING
JAX SPINE & PAIN CENTERS
BRUNSWICK CLINIC
3408 TROUT STREET, SUITE 100A
BRUNSWICK, GLYNN COUNTY, GEORGIA

SITE DIAGRAM, SITE LEGEND
SCHEDULE OF DRAWINGS, NOTES

CONTRACTOR SHALL
VERIFY ALL DIMENSIONS
AT JOB SITE

FILE: SITE PLAN
DATE: 07 07 2021

COMM NO.:2020-19

C1

OF 1

Appendix D – Glynn County Response

Appendix E – correspondence from the public

Appendix F

ORDINANCE XXX

AN ORDINANCE TO PROVIDE FOR ANNEXATION OF PROPERTY PURSUANT TO THE PETITION OF VIPER BRUNSWICK LLC, DATED JULY 12, 2021; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

THE COMMISSION OF THE CITY OF BRUNSWICK HERBY ORDAINS,

SECTION ONE

The petitions of Viper Brunswick LLC dated July 12, 2021 seeking to have certain parcels of land annexed into the City of Brunswick, copies of which are attached to this Ordinance as Exhibit “A” and incorporated herein as if fully repeated verbatim within this Ordinance, are granted and approved by the City Commission of the City of Brunswick. The parcels of real property described therein are hereby annexed into and made a part of the City of Brunswick pursuant to Article 2 of Chapter 36 of Title 36 of the Official Code of Georgia Annotated, said parcels being contiguous to existing corporate limits of the City of Brunswick, as defined in O.C.G.A §36-26-20, and Glynn County having withdrawn any objection to said annexation.

SECTION TWO

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION THREE

It is the intention of the City Commission in adopting this ordinance that should any paragraph, phrase, clause, word or other part hereof be adjudicated invalid under state or federal law, then any remaining portions of the ordinance shall remain in effect and be enforced to the extent reasonable consistent with the purposes hereof.

SECTION FOUR

This ordinance shall be effective immediately upon its approval by the City Commission.

Ordinance XXX approved this XXX day of XXX, 2021.

Cornell L. Harvey, Mayor

Attest: _____
Naomi Atkinson, City Clerk

OFFICIAL MINUTES
COMMISSION OF THE CITY OF BRUNSWICK, GEORGIA
REGULAR SCHEDULED MEETING
WEDNESDAY, OCTOBER 20, 2021
HYBRID
1229 NEWCASTLE STREET
&
STREAMED LIVE AT THE BELOW WEB ADDRESSES:
<https://www.facebook.com/citybwkga>
or
<https://cityofbrunswick-ga-gov.zoom.us/j/97473906489>

PRESENT: Honorable Mayor Cornell Harvey ~in person, Mayor Pro-Tem Felicia Harris ~via zoom, Commissioner John Cason III ~via zoom, Commissioner Julie Martin ~via zoom, and Commissioner Vincent Williams ~in person

CALL TO ORDER: Mayor Harvey - *meeting begin at 6:01 p.m.*

INVOCATION: Commissioner Vincent Williams

PLEDGE OF ALLEGIANCE – *Recited by Mayor Harvey*

ADDENDUM TO AGENDA

**

Commissioner Williams made a motion to add as item number eleven (11) “Consider Approval of a Location Permitting Agreement Between the City of Brunswick and Kimoyo Productions II, LLC”; seconded by Commissioner Martin. Motion passed unanimously by a vote of 5 to 0.

**

Commissioner Williams made a motion to add as item number twelve (12) “Consider Approval of the City of Brunswick Submission to the Statewide Mutual Aid and Assistance Agreement”; seconded by Commissioner Martin. Motion passed unanimously by a vote of 5 to 0.

**

~City Manager McDuffie introduced newly hired Human Resources Manager Sagrario Thomas.~

PRESENTATION

1. Supervisor of Board of Elections and Registration Christopher Channell to give a Presentation Regarding Proposed Redistricting of City Ward Boundaries.
Following questions/responses; the commission thanked Mr. Channell for the presentation. It was the consensus of the commission to have City Manager McDuffie form a taskforce to look at a proposed redistricting of the cities ward boundaries and report back to the commission before the end of the year.

PUBLIC HEARING(S) – ZONING ORDINANCE AMENDMENT

2. Amendment to Chapter 23 of the Code of the City of Brunswick Pertaining to Zoning; Particularly the Provisions Relating to Signs and Advertising Devices. (*J. Hunter*)
Mayor Harvey opened the floor for anyone wanting to speak in favor or opposition of the above-referenced proposed ordinance.
No one came forth to address the commission.

~Public Hearing Closed~

ALCOHOL BEVERAGE LICENSE – (Renewals)

3. Consider Approval of Two Alcohol License Renewals. *(R. Monday)*

Name of Business	Business Owner/Manager	Business Address	Permit Type
5 De-Mayo Mexican Grill	Owner: Abel Garcia Manager: Yasima Castaneda	2809 Glynn Ave.	On premise consumption of beer, wine, and distilled spirits
Tropical Island Grocery	Owner: Sunil Patel	2500 Norwich St.	Retail sale of beer only

Commissioner Martin made a motion to approve the above-referenced alcohol license renewals seconded by Commissioner Cason. Motion passed unanimously by a vote of 5 to 0.

ITEM(S) TO BE CONSIDERED FOR APPROVAL

4. Consider Approval of October 6, 2021 Work Session and Regular Scheduled Meeting Minutes. *(subject to any necessary changes.) (N. Atkinson)*

Commissioner Martin made a motion to approve the above-referenced minutes; seconded by Commissioner Cason. Motion passed unanimously by a vote of 5 to 0.

5. Consider Approval and Execution of a Memorandum of Understanding Between the City of Brunswick and the Golden Isles Development Authority. *(M. Hill)*

Commissioner Williams made a motion to approve the above-referenced Memorandum of Understanding; seconded by Mayor Pro Tem Harris. Motion passed unanimously by a vote of 5 to 0.

6. Consider Approval of Request for Proposals for a New Fire Aerial Truck. *(R. Mobley)*

Commissioner Williams made a motion to approve the above-referenced request; seconded by Commissioner Martin.

Mayor Harvey called for a vote from City Clerk Atkinson:

Commissioner Cason	Yes
Commissioner Martin	Yes
Commissioner Williams	Yes
Mayor Pro Tem Harris	Yes
Mayor Harvey	Yes

Motion passed unanimously by a vote of 5 to 0.

7. Consider Approval of Agreement with Goodwyn Mills Cawood for Project Design and Grant Administration Supporting the Georgia EPD 319 Grant for GI/LID Retrofits in Brunswick. *(G. Alberson)*

Commissioner Cason made a motion authorizing the Mayor to sign the above-referenced agreement in the amount of \$64,000; seconded by Commissioner Williams. Motion passed unanimously by a vote of 5 to 0.

8. Consider Approval of Agreement with EMC Engineering Services, Inc. for Project Design of Phase II Improvements at Mary Ross Waterfront Park. *(G. Alberson)*

Commissioner Cason made a motion to approve the above-referenced agreement in the amount of \$58,300; seconded by Commissioner Martin. Motion passed unanimously by a vote of 5 to 0.

CITY ATTORNEY’S ITEM(S)

9. Consider Adoption of Ordinance No. 1071 – Amendment to Chapter 23 of the Code of the City of Brunswick Pertaining to Zoning; Particularly the Provisions Relating to Signs and Advertising Devices.

Commissioner Williams made a motion to adopt the above-referenced ordinance; seconded by Commissioner Martin.

Motion passed unanimously by a vote of 5 to 0.

10. Consider Approval of Cost-Sharing Agreement Between the City of Brunswick and Glynn County.

Commissioner Cason made a motion to approve the above-referenced agreement; seconded by Commissioner Williams. Motion passed unanimously by a vote of 5 to 0.

11. Consider Approval of a Location Permitting Agreement Between the City of Brunswick and Kimoyo Productions II, LLC.

Commissioner Williams made a motion to approve the above-referenced agreement; seconded by Commissioner Cason. Motion passed unanimously by a vote of 5 to 0.

12. Consider Approval of the City of Brunswick Submission to the Statewide Mutual Aid and Assistance Agreement.

Commissioner Williams made a motion to approve the above-referenced agreement; seconded by Mayor Pro Tem Harris. Motion passed unanimously by a vote of 5 to 0.

EXECUTIVE SESSION

There was not an executive session held during this meeting.

Commissioner Martin made a motion to adjourn; seconded by Commissioner Cason. Motion passed unanimously by a vote of 5 to 0.

MEETING ADJOURNED – *meeting adjourned at 8:46 p.m.*

/s/Cornell L. Harvey
Cornell L. Harvey, Mayor

Attest: /s/ Naomi D. Atkinson
Naomi D. Atkinson, City Clerk



INTEROFFICE MEMORANDUM

DATE: October 20, 2021

TO: Honorable Mayor and Commissioners
City of Brunswick
Brunswick, GA

FROM: Kathy D. Mills, CPA, Finance Director

SUBJECT: Financial Reports as of September 30, 2021 25.00%

**General Fund
30-Sep-21
Cash Basis**

	Monthly	Year to Date	% of Budget	Amended Budget	% (over)under Budget
Revenues	5,415,360	7,146,343	41.15%	17,365,507	-16.15%
Expenditures	1,184,400	2,374,184	13.67%	17,365,507	11.33%
Net Revenues & Expenditures	4,230,960	4,772,159			

Cash Balance Total	\$4,587,799	4,287,523	Primesouth
		300,276	Perry Park (included in total)

	LOST	LOST YTD	TAVT*	TAVT* YTD
Sep-21	662,519	2,224,001	32,167	106,218
Sep-20	817,717 **	2,047,982	37,992	90,413
Increase (Decrease)	(155,198)	176,019	(5,825)	15,805
	-18.98%	8.59%	-15.33%	17.48%

*Title Ad Valorem Tax

**September 2020 included a one-time adjustment of \$268k
to the LOST distribution

Capital Projects - SPLOST VI
As of September 30, 2021
(04/01/2017-09/30/2020)

	Total Expended as of 09/30/2021	Reimbursements Received	City Expended as of 09/30/2021	Original Budget Amount	Amended Budget Amount	Remainder (Overage)
Highways and Streets	6,522,233	2,608,282	3,913,951	4,627,750	4,627,750	713,799
Sidewalk Replacement/Upgrades	562,776	50,000	512,776	432,500	482,500	(30,276)
Storm Drainage Improvements	2,567,359	234,199	2,333,160	3,243,750	4,551,750	2,218,590
Mary Ross Park Development	527,516	0	527,516	821,750	821,750	294,234
Highway 17 Infrastructure	133,885	43,000	90,885	215,107	215,107	124,222
Wayfindings & Gateways	0	0	0	259,500	259,500	259,500
Trails	380,746	107,971	272,775	346,000	346,000	73,225
Cemetery Restoration/Renovation	67,672	0	67,672	259,500	259,500	191,828
Brunswick Police Department Vehicles (15)	466,021	0	466,021	540,625	540,625	74,604
Brunswick Fire Department Fire/Rescue	65,222	0	65,222	64,875	65,222	0
Subscriber Radios for E911	469,009	0	469,009	431,357	431,357	(37,652)
Fire Department Pumper Trucks (2)	849,778	0	849,778	562,183	849,778	0
Fire Station 1 Improvements	413,971	0	413,971	346,000	346,000	(67,971)
Historic Squares	58,156	0	58,156	86,500	86,500	28,344
Park Rehabilitation (Palmetto, Orange, etal)	218,514	0	218,514	389,225	389,225	170,711
Sidney Lanier Park Improvements	275,038	0	275,038	519,000	519,000	243,962
Overlook Park Improvements	138,072	0	138,072	103,800	103,800	(34,272)
Howard Coffin Park Improvements	446,265	3,000	443,265	431,357	431,357	(11,908)
Roosevelt Harris Center Improvements	191,668	0	191,668	151,375	191,668	0
	14,353,901	3,046,452	11,307,449	13,832,154	15,518,389	4,210,940

* \$256,772 from DOT & \$2,351,510 from JWSC

** \$234,199 from Glynn County

*** \$74,971 from DNR Trail Grant & \$33,000 from GCRC

**** \$50,000 from DOT

***** \$3,000 Contribution from Golden Isles Track Club for fountains

***** \$43,000 from GADOT Highway 17

TOTAL CASH ON HAND \$4,738,159
Unallocated Funds:
 Overage in Collections
 GA DCA Aviation Fuel Tax
 Interest Earned

(1) Original budgeted tax collection \$13,832,154
 Actual collections through 7/31/2021 15,717,380
 Collections in excess of budgeted \$1,885,226
 Paid back to GF (328,235)
 Allocated to Stormwater Improvements (1,308,000)
 Allocated to Sidewalk Replacement & Upgrades (50,000)
 Unallocated overage in Collections 198,991 (1)

SPLOST V

Cash Primesouth @ 09/30/2021

1,356,421

Norwich Street Commons Fund

	YTD	
	f/y/e 6/30/2022	Total since inception
Original Balance (Sale of Property 05/13/13)	0	487,500
Demolition Fees	0	8,049
Interest Income	59	17,297
Revenues	59	512,846
	YTD	
	f/y/e 6/30/2022	Total since inception
Expenditures		
Demolition Projects	0	40,012
Infrastructure	0	130,546
Police Substation	0	6,750
Expenditures	0	177,308
Net as of September 30, 2021	59	335,538
Cash Primesouth @ 09/30/2021	\$ 335,538	

	YTD		
	f/y/e 6/30/2022	Cash Basis	
Roosevelt Harris - Multipurpose Center	\$		
Total Budget:		421,257	
	\$		
Revenue FYTD			
Grants		60,886	
Transfer from General Fund		15,000	
Program Income		3,295	
Contributions		7,705	
Interest Income		44	Percent of Budget
Sale of Equipment		-	
Total Inflows	\$	86,930	20.64%
Expenditures FYTD		84,204	19.99%
Net	\$	2,726	
Cash Balance @ 09/30/2021	\$	5,627	

Sanitation Fund:

Year Ending 06/30/2022

	Year to Date
Sanitation Billing	386,270
Franchise Fees	13,745
Bad Debt - recovery	-
Interest Earned (Funds)	526
Penalties & Interest Earned	733
Bad Debt - recovery	450
DNR Reimbursements	-
Transfer in for T Street Landfill	-
Total Revenue (YTD)	401,724
Operating Exp. YTD:	302,815
Depreciation YTD	-
Bad Debt - write off	-
Other Landfill Expenses	-
Payment to T Street Landfill Site Cleanup	-
Total Expense (YTD)	302,815
Operating Income (Loss)	<u>98,909</u>
Cash Balance Primesouth	168,263
Cash Balance GA Fund One	1,729
Total Cash on Hand @ 09/30/2021	<u>169,992</u>
Primesouth Restricted for Landfill	193,653

Sanitation Bills		
	September 2021	YTD
Trash Pickup	128,559	383,553
Illegal Refuse Clean Up	4,843	15,947
Street Sweeping	5,137	18,791
	<u>138,539</u>	<u>418,291</u>

STORMWATER UTILITY FUND:	6/30/2022 (YEAR TO DATE)
Stormwater Utility Fees	19,476
Interest Earned	555
Penalties & Interest	178
Total Inflows	<u>20,209</u>
Operating Expenditures	151,001
Total Outflows	<u>151,001</u>
Net	<u>(130,792)</u>

Cash Balance @ 09/30/2021	\$307,692		
---------------------------	-----------	--	--

ADDITIONAL INFORMATION-FOR THE MONTH OF SEPTEMBER 2021

		SEPTEMBER 2021	YTD
Animal Control Expenses		0	0
Traffic Control Expenses		0	0
Recreation Dept. Expenses	Building	0	0
(facilities managed by County)	Aquatics	0	0
	Equipment	0	0
	Subsidized Fees	0	0



Roosevelt Lawrence Center

Account	Account Description	Sep-21 Transactions	YTD Transactions
Fund 100 - General Fund			
Function 6130 - Neighborhood & Community Service			
51			
51-1100	Salaries & Wages	5,040.06	19,130.34
51-1200	Temporary Employees	.00	3,226.50
51-1300	Overtime	142.78	2,162.08
51-2100	Group Insurance	485.00	1,455.00
51-2200	FICA	315.29	1,482.16
51-2300	Medicare	73.74	346.10
51-2400	Pension	.00	.00
51 - Totals		\$6,056.87	\$27,802.18
52			
52-1100	Official / Administrative	16.19	16.19
52-2210	Repair / Maint Building	.00	.00
52-2211	Repair / Maint Equipment	2,140.00	2,140.00
52-2300	Rentals	76.27	164.27
52-3201	Cable	140.40	424.73
52-3205	Telephone	22.99	69.70
52-3500	Travel & Training	.00	.00
52-3600	Dues and Fees	27.67	106.20
52 - Totals		\$2,423.52	\$2,921.09
53			
53-1110	Office Supplies	12.50	12.50
53-1115	Uniforms	.00	.00
53-1135	Custodial Supplies	.00	.00
53-1210	Water/Sewerage	173.28	346.56
53-1230	Electricity	1,820.26	3,482.04
53-1270	Gasoline/Diesel	.00	.00
53-1300	Food/Misc	.00	71.95
53-1600	Small Equipment	.00	738.00
53-1700	Other Supplies	.00	(432.15)
53 - Totals		\$2,006.04	\$4,218.90
Function 6130 - Neighborhood & Community Service Totals		\$10,486.43	\$34,942.17
Reporting Category 6100 - Recreation Totals		\$10,486.43	\$34,942.17
EXPENSE TOTALS		\$10,486.43	\$34,942.17



SUBJECT: Enterprise Zone Incentive for 201 Gloucester Street

COMMISSION AGENDA: November 3, 2021 Consent Agenda

PURPOSE: Consider approval of Enterprise Zone Incentives in the *CBD Enterprise Zone* for 201 Gloucester Street.

HISTORY: The Commission approved Enterprise Zones in the City of Brunswick on November 19, 2014. Enterprise Zones were established under the “Enterprise Zone Employment Act of 1997” for the State of Georgia. This legislation allowed municipalities to name certain areas as “Enterprise Zones” and permit incentives for economic development in those zones. Enterprise Zones help create the proper economic and social environment to induce the investment of private resources in productive business enterprises and service enterprises.

FACTS AND ISSUES: Bay & Gloucester LLC has submitted an Enterprise Zone application for the building rehabilitation project located at 201 Gloucester Street (The Leotis Building / Port City Lofts). This location is in the CBD Enterprise Zone. The developers are requesting the following incentives for these new businesses & rehabilitation:

1. Abate Building Permit Fees (including plan review).
2. Abate Business License Administration Fees for the first year.
3. Abate Sign permit fees.
4. Abate City Property Taxes

BUDGET INFORMATION: Fees are waived for the first year of operation. These fees for this applicant total approximately \$56,867.42. City Property Tax abatement is for up to 10 years at the discretion of the City Commission. Property Tax abatement is estimated to be \$7,931.40 annually or \$61,864.92 over 10 years.

OPTIONS: 1. Approve the Incentives as presented. 2. Approve the recommended list of incentives. 3. Do not recommend the incentives.

DEPARTMENT RECOMMENDATION ACTION: The Enterprise Zone application has been reviewed by the Planning, Development & Codes, Engineering and Finance departments. All departments recommend approval of the incentives. The Downtown Development Authority Board of Directors reviewed the application at their October meeting and recommended the incentives as applied for. The Finance Committee reviewed the application at their October meeting. The City Manager has reviewed the application and recommends that the Fees be waived and the property tax be abated on the 10 year schedule. The Finance Committee concurs with the recommendations by the DDA Board and City Manager to approve the abatements on the following schedule.

DEPARTMENT:

Prepared by: Mathew Hill, DDA; /s Mathew Hill 10/25/2021

ADMINISTRATION

Approved by: Regina McDuffie, City Manager;

Date: 10/26/21

Fee	Standard Amount				
Occupation Taxes	\$ 355.00				
Building Permit Fees	\$ 55,507.42				
Sign Permit Fees	\$ 35.00				
Business License Admin	\$ 45.00				
Planning Dept. Fees	\$ 100.00				
Fire Dept. Plan Review Fees	\$ 750.00				
Other FD Fees	\$ 75.00				
Total Fees	\$ 56,867.42				
Property tax abatement				New value (est)	\$ 1,500,000.00
Values are estimated				New Assd (est)	\$ 600,000.00
				City tax (est)	\$ 7,931.40
					Savings
	Year	Abatement %	Collected Tax	Standard Tax	to developer
	1	100%	\$ -	\$ 7,931.40	\$ 7,931.40
	2	100%	\$ -	\$ 7,931.40	\$ 7,931.40
	3	100%	\$ -	\$ 7,931.40	\$ 7,931.40
	4	100%	\$ -	\$ 7,931.40	\$ 7,931.40
	5	100%	\$ -	\$ 7,931.40	\$ 7,931.40
	6	80%	\$ 1,586.28	\$ 7,931.40	\$ 6,345.12
	7	80%	\$ 1,586.28	\$ 7,931.40	\$ 6,345.12
	8	60%	\$ 3,172.56	\$ 7,931.40	\$ 4,758.84
	9	40%	\$ 4,758.84	\$ 7,931.40	\$ 3,172.56
	10	20%	\$ 6,345.12	\$ 7,931.40	\$ 1,586.28
	Total		\$ 17,449.08	\$ 79,314.00	\$ 61,864.92



CITY OF BRUNSWICK

ENTERPRISE ZONE APPLICATION

1. GENERAL INFORMATION		
Project Name: Port City Lofts		
Project Physical Address: 201 Gloucester St		Parcel I.D.#: 01-02021
City: Brunswick	State: GA	Zip: 31520
Proposed Type of Business/Service Enterprise:		
<input type="checkbox"/> Manufacturing <input type="checkbox"/> Warehouse/Distribution <input type="checkbox"/> Processing <input type="checkbox"/> Telecommunications <input type="checkbox"/> Tourism <input type="checkbox"/> Research & Development <input type="checkbox"/> Finance <input type="checkbox"/> Insurance <input checked="" type="checkbox"/> Real Estate <input type="checkbox"/> Retail <input type="checkbox"/> Other (SIC Code): _____		
Benefit Type:		
<input type="checkbox"/> Capital Investment/Reinvestment <input checked="" type="checkbox"/> Locate in a vacant or historic building <input type="checkbox"/> Demolish an obsolete/abandoned/ deteriorating structure <input checked="" type="checkbox"/> Enhance Area (landscape/facade improvements, or remove billboards) <input type="checkbox"/> Assemblage of multiple tracts		
Applicant Organization/Agency: Bay & Gloucester LLC		
Federal Tax ID Number: 84/2689924	SIC Code:	
Type of Organization:		
<input type="checkbox"/> S-Corporation <input type="checkbox"/> C-Corporation <input checked="" type="checkbox"/> LLC <input type="checkbox"/> other: _____		
Public Corporation:		
<input type="checkbox"/> Yes: incorporated or formed (year): _____ <input type="checkbox"/> No		
Primary Product or Service: Real Estate		

2. Contact Information		
Primary Business Representative: Harrison Bradford Piazza		
Title: Manager	Phone: (201)595-9185	
Fax:	Email: brad@portcitybwk.com	
Mailing Address: 1313 Newcastle St.		
City: Brunswick	State: GA	Zip: 31520
Local Contact Person: Maren White		
Title: Director of Events	Phone: 912-254-8600	
Fax:	Email: maren@portcitybwk.com	
Mailing Address: 1313 Newcastle St.		
City: Brunswick	State: GA	Zip: 31520

3. Project Description

Provide a description of the company's plans, including projected capital investment of the business in the zone for a 10-year project designation period (expansion, consolidation, relocation, etc.

The company plans to expand operations in the zone in a 10-year timeframe. In 5 years, we will begin construction of phase 2 of Port City Lofts. Adding 20 extra units to the downtown inventory. This project, in addition with phase 1, will bring a projected capital investment of \$10,445,000. This will be in addition to other projects in the area focused in multifamily and events.

4. Project Capital Investment:

(To be made in the Enterprise Zone over a 10-year period)

Land:	\$650,000
Buildings:	\$2,344,784
Manufacturing Machinery:	\$0
Other Machinery and Equipment:	\$0
Other:	\$0
Total:	\$ 3,194,784

5. Business Description

Provide an introduction, history, and description of the qualified business, its products, services, total sales, number of employees, locations (international, national, and in Georgia), description of primary materials purchased, product transportation, etc.

Port City Partners is a multi-faceted commercial real estate development, investment, and property management company headquartered in Brunswick, Georgia. The company focuses its efforts in the revitalization of the downtown Brunswick area. The company holds assets in excess of \$5.5 million. With its current expansion plans Port city seeks to increase their assets under management in Brunswick to about \$42 million through the development and improvement of currently owned lot in the area. The company currently has 5 full-time employees. However, if growth estimates are accurate, the company seeks to promote job growth in the area by bringing in about 5 new employees in the next 5 years.

6. Local Significance

Explain specifically how the project will benefit Brunswick residents and attach any additional information

The Port City Lofts project has already had a big impact in the downtown Brunswick housing market by almost doubling inventory in the city. It is also the first of many projects involving the conversion of old commercial structures to loft apartments in the Port City. The commercial spaces present in this project aim to bring in tenants whose business will significantly increase foot traffic in the area. We are confident we will be able to do that with businesses such as Bubba's or First Tee of the Golden Isles moving into the property. All in all, the project will benefit residents by bringing old buildings back to life while keeping their original character, increasing the entertainment, dining, and living options in the area.

7. Job Creation

(Projected for 10-year Tax Abatement Period)

The business making the investment and paying taxes must also create the jobs and be the project designee. In order to be eligible for incentives, eligible businesses must:

- * Increase employment by five or more new full-time jobs;*
- * Maintain the jobs for the duration of the tax exemption period;*
- * Whenever possible, at least 10% of the new employees filling the jobs that satisfy the job creation requirement should be low or moderate income individuals.*

Note: Leased, contract, temporary, and construction employees do not qualify as new employees.

Number of New Full-Time Jobs to be Created (5 Minimum): 25 (PCP AND TENANTS)

Number of Low/Moderate Income People Hired (10%): 20

A Low/Moderate Income Individual is Defined in (A-H), In Which Category(ies) Your New Employees Qualify? (Select all that apply):

- (A) Unemployed or unemployed for three of the six months prior to the date of hire;
- (B) Homeless;
- (C) A resident of public housing;
- (D) Receiving temporary assistance for needy families or who has received temporary assistance for needy families at any time during the 18 months previous to the date of hire;
- (E) A participant in the Workforce Investment Act or who has participated in the Workforce Investment Act at any time during the 18 months previous to the date of hire;
- (F) A participant in a job opportunity where basic skills are required or who has participated in such a job opportunity at any time during the 18 months previous to the date of hire;
- (G) Receiving supplemental social security income; or
- (H) Receiving food stamps.

Number of Local Residents Hired: 15

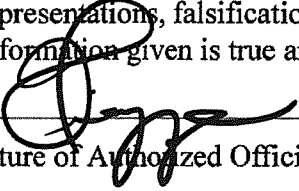
Estimated Amount of Payroll for YR PCP AND TENANTS: \$ payroll for 3,000 sf rest. Averages: \$4,800/week

8. New Jobs Breakdown (4 YR Period Example)					
Job Title	Annual Salary or Hourly Rate	Total Year 1	Total Year 2	Total Year 3	Total Year 4
1 Property Manager	18	34,650	35,687	36,758	37,860
2 Property Manager	18	34,650	35,687	36,758	37,860
3 Development Associate	20	38,400	39,552	40,739	41,961
4 Administrative Assistant	16	30,720	31,641	32,590	33,567
5 Events Assistant	16	30,720	31,641	32,590	33,567
6 Bubbas Restaurant	\$13,136 Average Annual Salary per person	249,600	257,088	264,800	272,744
7 Precision Restaurant	\$23,400 Average Annual Salary per person	140,400	144,612	148,950	153,418
Annual Grand Total		390,000	401,700	413,750	573,117

9. Financing Plan
<i>Describe or attach the project financing plan. Submit supporting documentation if applicable (i.e. bank commitment letters, balance sheets, and profit and loss statements).</i>
SEE ATTACHED SOURCES AND USE STATEMENT AND SOUTH COAST BANK TERMS

10. Additional Incentives Requested
<i>Other incentives that may be granted will be negotiated on a case-by-case basis by the City Commission and could include exemption from any or all of the following:</i>
<input checked="" type="checkbox"/> Building Permit fees <input checked="" type="checkbox"/> Sign Permit fees <input checked="" type="checkbox"/> Business License Administration fees <input checked="" type="checkbox"/> Occupation taxes <input checked="" type="checkbox"/> Rezoning fees <input checked="" type="checkbox"/> Engineering fees <input checked="" type="checkbox"/> Other local fees: _____ <u>ALL</u>

11. Project Timeline	
Construction Start Date:	08/24/2020
Construction Completion Date:	06/29/2021
Operation Start Date:	07/1/2021
Date Begin Hiring New Employees:	08/24/2020
Date Purchase of Machinery/Equipment:	N/A
Date Other Improvements like Landscaping or Façade Material will be Incorporated:	Landscaping, façade, awnings, stormwater and drainage systems
Tax Abatement Start Date (NLT Completion). Attach Plat with Identified Phases (if applicable):	

12. Certification	
I certify that the information contained in this application is true and correct and that it contains no misrepresentations, falsifications, intentional omissions, or concealment of material facts and that the information given is true and complete to the best of my knowledge and belief.	
	
Signature of Authorized Official	Date
_____	_____
Print Name of Authorized Official	Title

13. Application Checklist			
	Complete	Incomplete	If Complete, Initial and Attach
Completed Application	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Financial Supporting documentation (if applicable), for example bank commitment letters, appraisal report, profit & loss statement.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Three years of financials must include income statements/balance sheets.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Copy of the Brunswick Business License or application and Evidence of property access, i.e., copy of warranty deed or executed lease agreement.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PORT CITY TO SEND BUSINESS LICENSE
Site Plan Drawing. Include Proposed Landscaping Areas, if needed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Project Timeline	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Submit this application and all required information using one of the following:

City of Brunswick
Attn: Bren White-Daiss
P.O. Box 550
Brunswick, GA 31521

bwhitedaiss@cityofbrunswick-ga.gov

14. For Official Use Only			
	Reviewed by	Recommend Approval	Recommend Denial
Planning Department	John Hunter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Inspections and Code Enforcement	John Hunter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Engineering Department	Garrow Alberson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Finance Department	<i>Larry D. Mills</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Downtown Development Authority	<i>Matthew Hill</i>	<input checked="" type="checkbox"/>	
Finance Committee		X	

Signature: *[Handwritten Signature]*

Email: galberson@cityofbrunswick-ga.gov

Signature:

Email: jhunter@cityofbrunswick-ga.gov

Signature:

Email: kmills@cityofbrunswick-ga.gov

Signature:

Email: galberson@cityofbrunswick-ga.gov



Port City Lofts Enterprise Zone Application

Final Audit Report

2021-10-21

Created:	2021-10-20
By:	Harvest Johns (hjohns@cityofbrunswick-ga.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAtfNt7xH1kfy_94PJmKmzXU9KAqKJ0SbU

"Port City Lofts Enterprise Zone Application" History

-  Document created by Harvest Johns (hjohns@cityofbrunswick-ga.gov)
2021-10-20 - 2:12:55 PM GMT- IP address: 12.23.213.99
-  Document emailed to John Hunter (jhunter@cityofbrunswick-ga.gov) for signature
2021-10-20 - 2:23:33 PM GMT
-  Email viewed by John Hunter (jhunter@cityofbrunswick-ga.gov)
2021-10-20 - 2:23:42 PM GMT- IP address: 12.23.213.99
-  Document e-signed by John Hunter (jhunter@cityofbrunswick-ga.gov)
Signature Date: 2021-10-21 - 1:48:39 PM GMT - Time Source: server- IP address: 12.23.213.99
-  Document emailed to Kathy Mills (kmills@cityofbrunswick-ga.gov) for signature
2021-10-21 - 1:48:42 PM GMT
-  A signed copy was uploaded by Harvest Johns (hjohns@cityofbrunswick-ga.gov)
2021-10-21 - 2:44:37 PM GMT
-  Document emailed to Garrow Alberson (galberson@cityofbrunswick-ga.gov) for signature
2021-10-21 - 2:44:39 PM GMT
-  Email viewed by Garrow Alberson (galberson@cityofbrunswick-ga.gov)
2021-10-21 - 3:41:51 PM GMT
-  Document e-signed by Garrow Alberson (galberson@cityofbrunswick-ga.gov)
Signature Date: 2021-10-21 - 3:42:22 PM GMT - Time Source: server
-  Agreement completed.
2021-10-21 - 3:42:22 PM GMT



2022 OCCUPATION TAX LICENSE
CITY OF BRUNSWICK
STATE OF GEORGIA

NO: 57124

The business identified below is licensed to engage in or manage the business, profession, or occupation of:

OFFICE/ ADMINISTRATIVE

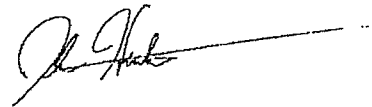
In the CITY OF BRUNSWICK for the period beginning on **1/1/2022**
and ending on **12/31/2022**

Issued: **10/13/2021**

NOTE: POST IN A CONSPICUOUS PLACE AT YOUR ESTABLISHMENT. THIS LICENSE IS NON-TRANSFERABLE AND SUBJECT TO BE REVOKED IF ABUSED.

If there is a change in ownership and/or location this license is void. Please contact the City of Brunswick Business Licensing Division.
(912-279-2656)

PORT CITY PARTNERS LLC
HARRISON BRADFORD PIAZZA
1315 GRANT ST
BRUNSWICK GA 31520


John Hunter, Director
Planning, Development & Codes

SOUTH COAST BANK

Terms and Conditions July 15, 2020

Borrower:	Bay & Gloucester, LLC (premises: 1508-1510 Bay Street and 201-211 Gloucester Street, Brunswick, GA)
Loans:	Up to \$2,875,500 (80% of cost)
Use of Funds:	Proceeds will be used to refinance and renovate the securing property
Interest Rate:	Option A: Fixed at 4.53% for 10 years Option B: 24 months at 4.50%, then 8 years fixed at P+0.50% with 3.25% floor and 5.50% ceiling
Repayment:	24 months interest only; thereafter, principal and interest due monthly based on 30-year amortization
Maturity:	10 years
Bank Fees:	0.50% origination fee
Collateral:	1 st DSD and assignment of rents and leases on 1508-1510 Bay Street and 201-211 Gloucester Street, Brunswick, GA. Reserve account to be held as additional collateral.
Guarantors:	Harrison Bradford Piazza
Covenants:	Minimum DSC of 1.00x based on tax return; tested annually beginning 12/31/22. Tax returns due within 60 days of filing. DSC calculated as <u>EBITDA - distributions - increases in loans to shareholders and related</u> amortized annual debt service
Financial Requirements:	Quarterly rent rolls until project reaches 90% occupancy for four consecutive quarters.

Ongoing financial requirements include annual accountant-prepared financial statements and tax returns of Borrower, annual rent rolls of subject property, copies of signed leases and any future renewals, and annually updated personal financial statement, K1s, and tax returns of Personal Guarantor. Annual tax returns may be required for related entities in which Borrower and/or Guarantor has controlling interest.

Prepayments: no penalty for early repayment

Conditions: Commitment subject to receipt of liquidity verification acceptable to bank.

Borrower to provide acceptable verification of 15% cash injection prior to any advances from Bank.

In the event of covenant violation, loan balance will be reduced to principal amount that will yield 1.00x DSC when re-amortized with payments based on remaining amortization at 5%.

A reserve account will be maintained with the bank with 3.00% of gross rents deposited quarterly. To be capped at \$150,000. Reserve funds can be distributed to the borrower for capital expenditures or repairs needed at the property over \$2,000 with proof of invoice. Funds will be held in an interest-bearing account.

Third-party inspections with inspector selected by Bank; reasonable cost to be covered by Borrower.

Prior to closing, an environmental will be provided by Borrower and reviewed by Bank to satisfy that no material contamination of the property exists. The loan documents executed relative to the proposed loan will contain representations, covenants, agreements and indemnifications with respect to hazardous materials or environmental matters as we may require.

Borrower, Bay & Gloucester, LLC, will not create additional indebtedness without the express consent of the Bank. Such consent will not be unreasonably withheld.

Borrower agrees that, without the prior written consent of Bank, Borrower shall not:

- Use any proceeds of the loan except for the stated purpose(s).
- Grant any lien on or allow a lien to exist on the collateral except for liens in favor of the Bank and for taxes not yet due or enter into any agreement that would grant a negative pledge to any other entity without the consent of the Bank. Such consent will not be unreasonably withheld.

Expenses: Closing expenses associated with the loan are the responsibility of the borrower. If the Loan does not close, the borrower will be responsible for paying any closing expenses that have been incurred. These expenses may include but are not limited to appraisal fees, attorney's fees, environmental fees, etc. These fees may be financed.

Default Events: All events of default set forth in the Note and any other loan document as agreed to by the Bank and the Borrower.

Conditions Precedent: Borrower shall indemnify Bank and its affiliates, directors, officers, employees against all costs, losses, liabilities, damages and expenses

incurred in connection with the credit facility, unless caused by the negligence or willful misconduct of any indemnified party.

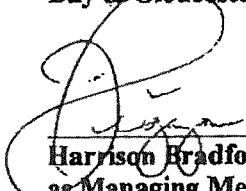
**Governing Law
and Jurisdiction:** State of Georgia

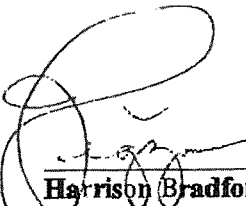
These Terms and Conditions shall survive the Loan closing and shall be incorporated in the Loan Documents and the Note so that a default by the borrower of any such provision shall constitute a default under the Loan documents and the Note.

This letter provides confidential and proprietary information regarding South Coast Bank's proposal to the Borrower. The information contained herein is intended for the exclusive use of the Borrower and the Bank in outlining and defining any future agreement regarding a loan(s) the Bank may offer to the Borrower. This information is not to be shared with other parties (other than Loan Participants) without the prior consent of the Borrower and the Bank.

This commitment will continue in effect until the Bank's close of business on July 29, 2020. Borrower's failure to deliver a signed copy of this letter accepting the terms as set out herein by that point in time will result in the letter expiration. Loans must close within 60 days of the acceptance date.

**ACCEPTANCE:
Bay & Gloucester, LLC**


Date 7/28/20
Harrison Bradford Piazza,
as Managing Member of Borrower,
Bay & Gloucester, LLC

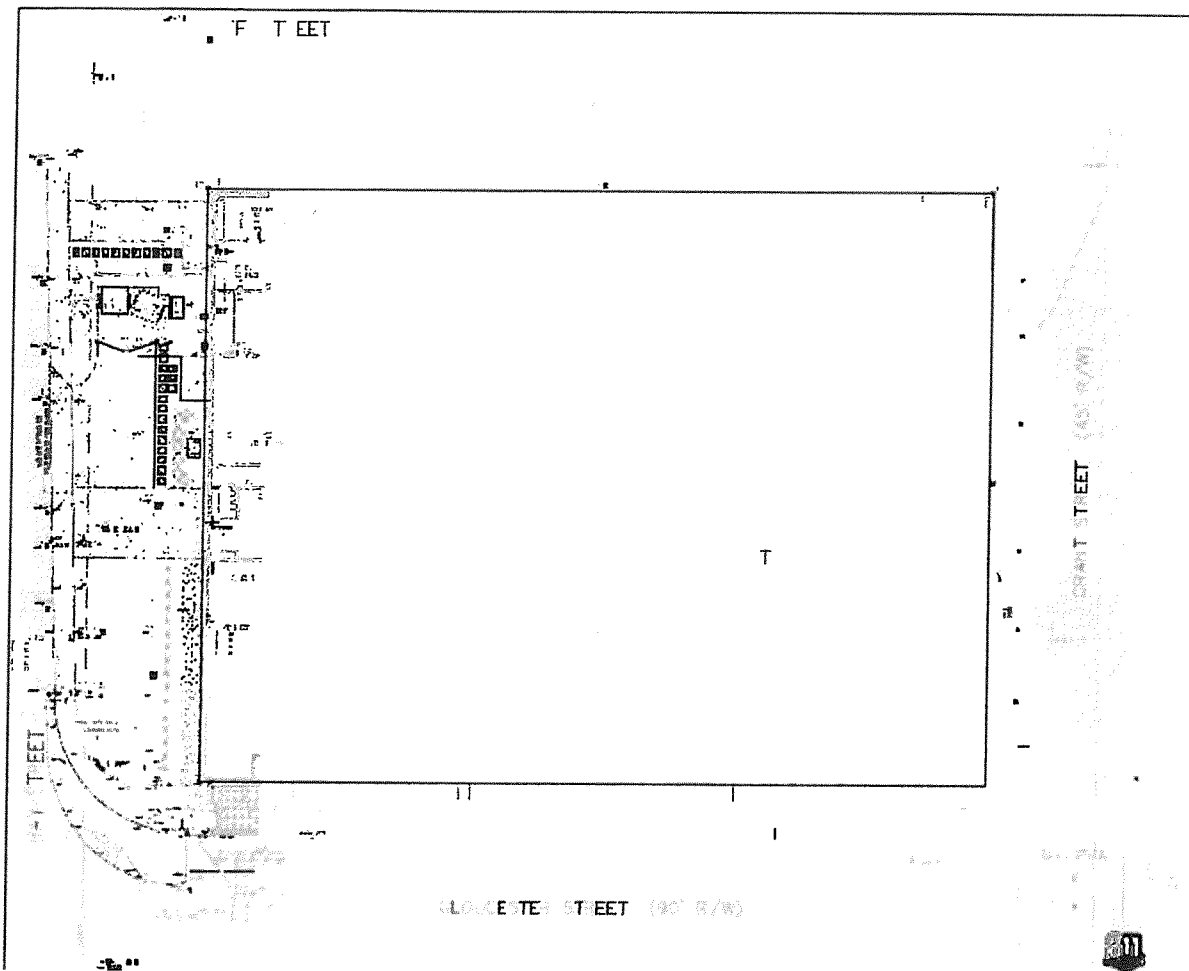

Date 7/28/20
Harrison Bradford Piazza,
as Personal Guarantor

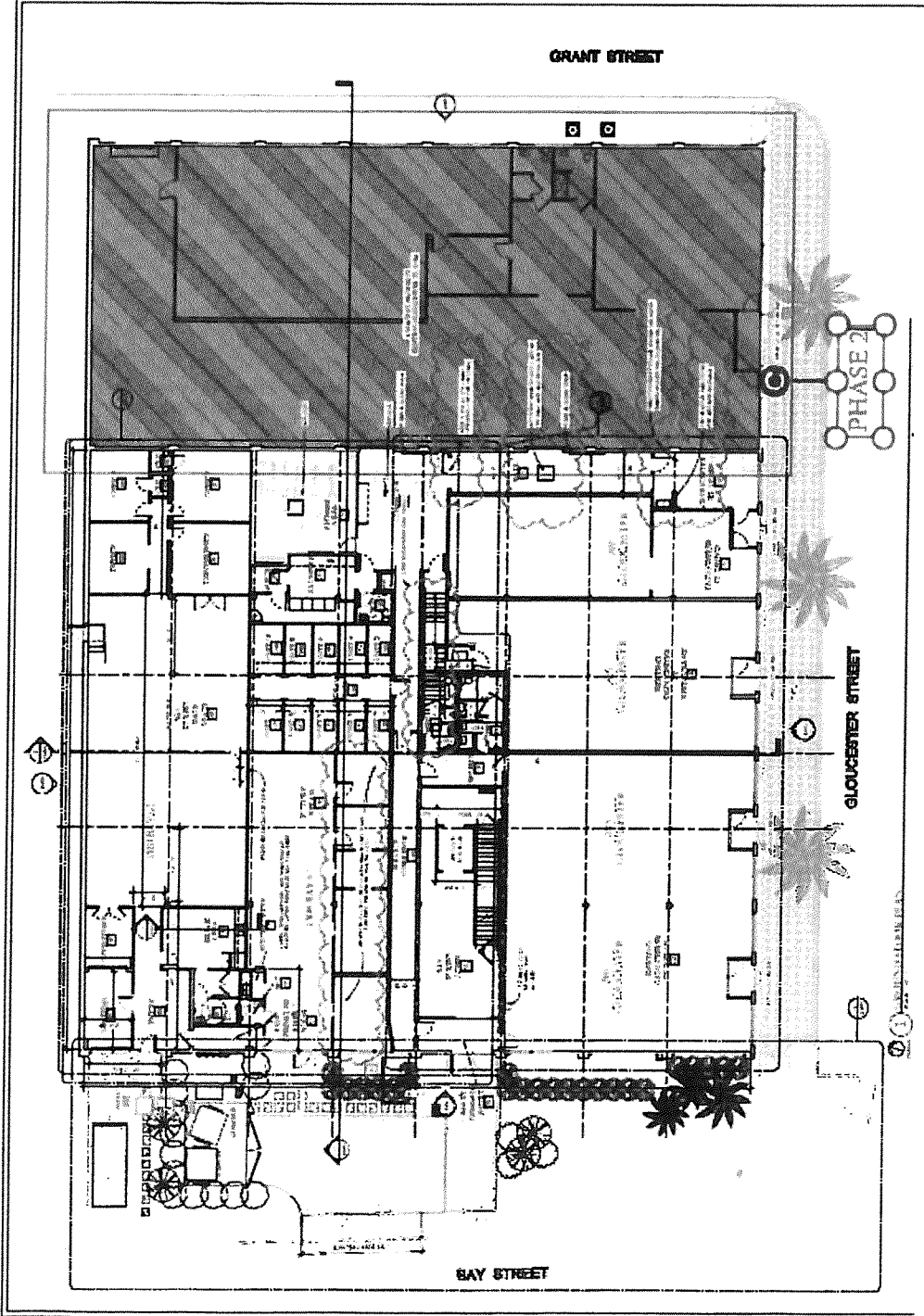
2. Sources and Uses

SOURCES AND USES STATEMENT

USE OF FUNDS		SOURCE OF FUNDS	
Use	Amount	Lender/Equity Investor (e.g., 5 th National Bank, owner)	Amount
Land	\$ 650,000	Owner	\$650,000
Building Construction	\$ 2,344,784	South Coast Bank	\$2,544,784
Rehabilitation	\$		\$
Furniture, Fixtures & Equipment	\$ 100,000		\$
Working Capital	\$		\$
Infrastructure	\$ 100,000		\$
Other	\$		\$
TOTAL COSTS =	\$3,194,784	Total Sources =	\$3,194,784

USES MUST EQUAL SOURCES







SUBJECT: Health Insurance Renewal for City Employees Benefit Plan

COMMISSION ACTION REQUESTED ON: November 3, 2021

PURPOSE: To provide a well-qualified benefit plan for City of Brunswick employees.

HISTORY:

- 1. Annually, the City's reinsurance for group health care coverage must be renegotiated. Our current policy expires on December 31, 2021.**
- 2. The City's Group Health Insurance is self-insured. To protect the City from catastrophic losses, reinsurance is purchased to pay in excess of large claims. The reinsurance policy reimburses the City of any specific claim that exceeds \$80,000.**
- 3. The attachment shows the City's historic cost to date and the multiple medical markets that were approached.**

FACTS AND ISSUES: The City's current carrier is Nationwide with access to Cigna Network Preferred Provider Organization (PPO).

The City's current carrier has offered a renewal rate of \$ _____ for the Annual Fixed Plan Costs. This is a _____ from 2020.

BUDGET INFORMATION: N/A

OPTIONS:

- 1. Approve the health insurance plan as presented and recommended.**
 - 2. Do not approve the health insurance plan as presented and recommended.**
 - 3. Take no action at this time.**
-

DEPARTMENT RECOMMENDATION ACTION:

Approve the health insurance plan as presented and recommended.

DEPARTMENT: City Manager's Office

Prepared by: Regina M McDuffie

ADMINISTRATIVE COMMENTS:

No additional comment.

ADMINISTRATIVE RECOMMENDATION:

Approve the health insurance plan as presented and recommended.

Regina M. McDuffie

City Manager

10/26/21

Date