

CITY OF BRUNSWICK

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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 WORK SESSION
WEDNESDAY, NOVEMBER 17, 2021 AT 5:00 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/94617123256>

CALL TO ORDER

PRESENTATION

1. Ken Bleakly, Founder/Chairman of Bleakly Advisory Group to give Presentation Regarding Tax Allocation District. **(Encl. 1)**

UPDATE

2. Robert Brown, Sr., Water Resources Engineer & Brunswick Office Manager, Goodwyn, Mills & Cawood, Inc. to Provide Shoreline Task Force Update. **(Encl 2)**

AGENDA

BRUNSWICK CITY COMMISSION MEETING
WEDNESDAY, NOVEMBER 17, 2021 AT 6:00 P.M.
HYBRID MEETING
1229 NEWCASTLE STREET, 2nd FLOOR
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CALL TO ORDER **INVOCATION **PLEDGE OF ALLEGIANCE

PUBLIC HEARING(S) – ANNEXATION

1. Annexation Ordinance of Property Pursuant to the Petition of Viper Brunswick, LLC. (*J. Hunter*)
(**Encl. 3**)

CITY ATTORNEY’S ITEM(S)

2. Consider Adoption of Ordinance No. 1073 – Annexation. (**Encl. 3**)

ITEM(S) TO BE CONSIDERED FOR APPROVAL

3. Consider Approval of November 3, 2021 Regular Scheduled Meeting Minutes. (*subject to any necessary changes.*) (*N. Atkinson*) (**Encl. 4**)
4. Consider Approval of Rezoning Petition No. 21-04, from Viper Brunswick, LLC, Owner, Petitioning to Rezone the Subject Parcel from R9 Single Family (R9) to Office Commercial (OC). (*J. Hunter*)
(**Encl. 5**)
5. Consider Approval of City of Brunswick Tax Allocated District Application, Policy & Procedures, and Resolution. (*T. Stegall*) (**Encl. 1**)
6. Consider Approval of Fourteen (14) Alcohol License Renewals. (*R. Monday*) (**Encl. 6**)
7. Consider Approval of the Submittal of a Joint 2017 Community Development Block Grant – Disaster Relief with Glynn County. (*R. McDuffie/M. Hardin*) (**Encl. 7**)
8. Consider Approval of Request for Proposal for Waste Collection Services. (*R. McDuffie*) (**Encl. 8**)
9. Consider Approval of Goodyear Park Fitness Court Grant Proposal. (*R. McDuffie*) (**Encl. 9**)
10. Consider Approval of Intergovernmental Agreement by and Between City of Brunswick and Glynn County Regarding Funds Provided by Commissioner Walter Rafolski. (*R. McDuffie*) (**Encl. 10**)
11. Consider Approval to Purchase Fifty Dollar Gift Cards (\$50.00) for Full Time Employees and Twenty-Five Dollar Gift Cards (\$25.00) for Part Time Employees. (**Encl. 11**)

EXECUTIVE SESSION



SUBJECT: Tax Allocation District Draft Proposal

COMMISSION ACTION REQUESTED ON: November 17th, 2021

PURPOSE: Consider approval of City of Brunswick tax allocated district’s application, policy & procedures, and resolution.

HISTORY:

The original TAD plan was approved by a majority of the voters in a referendum held on November 3, 2015. Pursuant to the plan, the City of Brunswick (the “City”) is authorized to exercise the redevelopment powers as delineated by the Redevelopment Powers Law.

The purpose of the Redevelopment Powers Law is to improve economic and social conditions within substantially underutilized and economically and socially depressed urban areas that contribute to or cause unemployment, limit the tax resources of cities and counties while creating a greater demand for governmental services.

It is in the public interest of the City that the Redevelopment Powers Law be exercised to improve economic and social conditions of the Brunswick Historic Core Area in order to abate or eliminate adverse effects of its current underutilized state.

Adoption of the Brunswick Historic Core Redevelopment Plan in October 6, 2017 and creation of Tax Allocation District Number One—Historic Core (the “Historic Core TAD”) was necessary to redevelop and revitalize this area through a public/private partnership.

FACTS AND ISSUES:

The adoption of the Brunswick Historic Core Redevelopment Plan in 2017 was not certified by the State’s tax revenue department. This leaves the City of Brunswick without a verified tax allocation district plan. In order for the city to continue to incentivize redevelopment through various sources at its lowest possible tax rate, the commission needs to approve the TAD plan and certify the base tax year by year end (on or before December 31st, 2021).

BUDGET INFORMATION: N/A

OPTIONS:

1. Approve the proposed resolution, policy & procedures, and application so that the plan can be submitted to the State for certification.

2. Approve the proposed resolution, policy & procedures, and application with revision.
3. Do not approve the proposed resolution, policy and procedures.
4. Take no action at this time.

DEPARTMENT RECOMMENDATION ACTION:

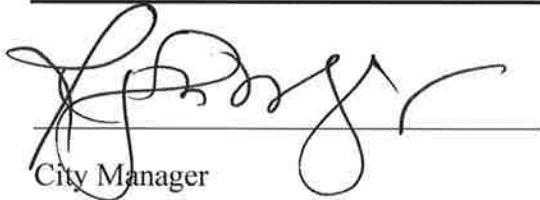
The TAD resolution, policy & procedures, and application has been reviewed by the Planning, Development & Codes, and Finance departments. All departments recommend approval of the proposed plan.

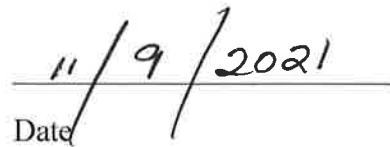
DEPARTMENT: Economic Development

Prepared by: Travis Stegall

ADMINISTRATIVE COMMENTS:

ADMINISTRATIVE RECOMMENDATION:


City Manager


Date



CITY OF BRUNSWICK, GEORGIA
TAX ALLOCATION DISTRICT # 1:
APPLICATION FOR CONSIDERATION FOR TAD FUNDING

The following form is provided to assist interested parties in requesting TAD funding assistance from the Brunswick City Commission, recognizing that not all requested information may be available or relevant to specific projects. The following should be viewed more as an outline or “checklist” of requested information rather than an application form to be filled out exactly as presented in this document. Applicants may choose to omit items deemed not applicable. Applicants may present this information in alternative sequence, provide project information using spreadsheets, in a narrative report or PowerPoint presentation format. However, an applicant’s failure to adequately address all applicable sections, particularly Parts III and IV below, may result in the City’s request for additional information and delay its decision making. The application form and contents may be subject to periodic change by the TAD Advisory Committee.

PART I: APPLICANT SUMMARY

Submit a summary introduction and contact information to enable the City to identify/locate the project site and summarize the amount or range of TAD funding being requested. Describe your organizational structure and provide a primary point of contact should City staff have questions or request additional information concerning the application.

1. Name and Location of Proposed Development Project:

2. Initial estimated amount (or range) of TAD Funding Requested:

3. Applicant Contact Information:
 - a. Address:
 - b. Designated Contact:
 - c. Title:



- d. Phone Number:
- e. E-mail Address:

4. Ownership Entity Name:

5. Legal Form or Ownership:

6. Provide the names, addresses, phone numbers and e-mail addresses for major partners, JV or limited partners, or other project participants, if any. Indicate the ownership interest of each development participant listed under this item.

7. Qualifications and Experience. Provide an overview of the Applicant's qualifications and experience to implement the proposed project, including examples of comparable ongoing and/or completed projects:

PART II: DEVELOPMENT PROFESSIONAL TEAM

Provide information for the key members of the project's technical/consultant team who have been identified as of the submission date. This information, to the extent available, is intended to demonstrate the Applicant's seriousness in terms of assembling technical resources to implement the project if TAD funding is approved. If the Applicant has not yet identified or retained specific firms but intends to do so, briefly describe the expected timing and process to be used for making those decisions:

1. PROJECT ARCHITECT
 - a. Company:
 - b. Primary Contact Name:
 - c. Address:
 - d. Phone Number:
 - e. E-mail Address:



2. CIVIL/TRAFFIC ENGINEER
 - a. Company:
 - b. Primary Contact Name:
 - c. Address:
 - d. Phone Number:
 - e. E-mail Address:

3. ATTORNEY
 - a. Company:
 - b. Primary Contact Name:
 - c. Address:
 - d. Phone Number:
 - e. E-mail Address:

4. GENERAL CONTRACTOR
 - a. Company:
 - b. Primary Contact Name:
 - c. Address:
 - d. Phone Number:
 - e. E-mail Address:

5. PROPERTY MANAGER (If Applicable)
 - a. Company:
 - b. Primary Contact Name
 - c. Address



- d. Phone Number
- e. E-mail Address

PART III: GENERAL PROJECT INFORMATION

Please describe the project and its potential economic and fiscal benefits to Brunswick. The City recognizes that portions of this outline are not applicable to all projects and may either be omitted or quickly addressed in a summary statement. If you choose not to follow the order of this outline, please ensure that the information requested below is included in your project narrative or provide an explanation as to why omitted information is not provided, whether not applicable to the project or not yet available.

In addition to describing the Project and its benefits to the City, the most important purpose of this section is to provide enough information to enable the City to estimate and forecast future property tax increment generated by the Project which, in turn, will be used to establish a preliminary upper limit of financial support the City might provide, consistent with its TAD Policy. Project economics and the “but for” justification for the City’s granting of TAD proceeds is addressed later in Section IV of the application.

Please address the following topics:

1. General Project description:
2. Existing condition of the development site:
3. Tax parcel ID number(s):
4. Acreage impacted by the project:
5. Existing land use(s):
6. Current full value and assessed (40%) value of the development site:



7. Current annual real property tax bills levied on the parcel(s):

8. Construction Type (New Construction, Rehab, Conversion, etc.):

9. Proposed demolition of existing structures. If applicable, describe the square footage and current uses of buildings to be demolished. Include the number of existing total and occupied housing units if applicable:

10. Proposed Land Use Mix. Describe the proposed size and mix of land uses on the site including the number of housing units and/or distribution of development square footage devoted to residential, retail, office or other land uses, including parking areas or structures (spaces).

11. Residential Development Detail (if applicable). Outline the proposed mix of ownership and/or rental housing units by housing type, bedroom count and average square footage. Briefly describe planned unit features, finishes and amenities (provide visuals if available), as well as planned project amenities (recreational amenities, open space, etc.). Provide an estimate of the average targeted price points (sale price or monthly rent) for each category of housing. This information should be described in sufficient detail to enable the City to calculate a total project square footage and end value (if a for sale-project) or gross rent roll (if multi-family apartments) for purposes of estimating future property tax assessments on the completed housing:

12. Nonresidential Development Detail (if applicable). Outline the proposed mix of office, retail or other nonresidential square footage. Briefly describe planned property features, finishes and planned project amenities (provide visuals if available), targeted tenant mix, etc. Provide an estimate of the estimated average price points (annual rent/SF of sale price per SF if for-sale products) for each category of nonresidential use. This information should be described in sufficient detail to enable the City to calculate a total project square footage and end value (for purposes of estimating future property tax assessments on the completed nonresidential development.:



13. Provide an estimate of the Project's total full value tax assessment at completion and describe how the value was calculated. (This estimate will be validated or changed by the City using its own criteria.):
14. Provide an estimated development schedule, including a best estimate of the Project's construction start date, length of the construction period and expected absorption period (rate of sales or lease up period):
15. Describe any expected off-site impacts and project benefits to surrounding properties and the TAD as a whole:
16. Estimate permanent job creation/retention impacts associated with the development (if applicable):
17. Proposed uses of TAD funding. Describe how the project would deploy TAD funds if awarded, focusing on eligible redevelopment project costs that are consistent with City policies described in Attachment A. Provide an itemized the distribution of those costs to the extent possible at the time of the application:
18. Provide any optional supporting documents as appropriate:
 - a. Existing conditions photos,
 - b. Location and project boundary maps,
 - c. Conceptual Site Plan (If a conceptual site plan is not available, provide an estimated delivery date for a site plan.),
 - d. Project rendering and/or conceptual elevation drawings (if available),



- e. Other relevant supporting information not specifically requested above, which you believe may assist the City in evaluating this application.

PART IV: PROJECT ECONOMICS

The applicant is expected to provide a financial analysis/pro forma to assist the City in understanding why TAD funding assistance is needed to support the economic/financial feasibility of the proposed project. The financial analysis submitted as part of the application is also understood to be preliminary and subject to change. While the City has no required format or template, the financial analysis should address the following elements:

1. Sources and Uses Statement: Provide a standard summary of the intended sources and uses of project costs and revenues. Funding sources should itemize the amount equity, debt and needed TAD proceeds to complete the Project:
2. Construction cost estimates: Include a line-item estimate of construction hard and soft costs to the extent available. Line item costs should be organized consistently with the proposed uses of TAD proceeds described in Section III, to enable verification:
3. Income projections from sales and/or leasing activity: Provide revenue estimates from sales and leasing activity. If space is to be leased and retained in the applicant's ownership after completion, include stabilized occupancy and lease rate projections. If space is to be sold, include projected absorption rates, unit price appreciation and related assumptions:
4. Cash Flow Statement: Submit a cash flow projection reflecting the period from start-up through construction, stabilization, and sell out (if applicable). If a portion of the property is to be retained by the applicant, provide an estimate of the residual value of the retained property:
5. Equity: Describe the amount and source(s) of developer's equity to be supplied to the development:



6. Estimated Financing Terms: Estimate interest rates/costs of debt financing to be used:

7. ROI: Calculate projected returns on investment to be earned by the development, with and without the requested TAD contribution:

8. Supporting Market Evidence: Describe the sources of comparable sales/leases and/or other market evidence relied upon as a basis for the proposed prices and absorption rates indicated above:

PART V: SITE CONTROL, ZONING, AND SCHEDULE

The final section of the application is intended to describe how far along the Applicant is in the development process at the time the application is submitted. The City recognizes that applications for TAD funding are likely to be filed long before an Applicant obtains required development permits and acquires the property. While not required with the initial application, these steps are expected to be complete by the time a development agreement is executed, and financial assistance is delivered to the project.

1. Describe the status of the project in terms of site acquisition/assembly, permitting and the expected construction schedule:

2. Indicate the current and requested zoning designation(s) for the project site. If the site is not currently zoned for its intended use(s), describe the timeline for obtaining zoning approvals:

3. Indicate whether required site plan approvals and/or variances have been obtained. If no, describe the timeline for obtaining zoning approvals:

4. Include a projected construction schedule that describes the time frames and estimated milestones for acquiring financing, completing plans and specifications, permitting and construction. The construction schedule should identify target dates for the following major milestones:



- a. Obtain Financing Commitments
 - b. Detailed (Final) Site Plan Approval
 - c. Real Estate Closing Date (if applicable)
 - d. Construction Start Date
 - e. Estimated Completion Date
 - f. Target date for first units sold or leased
5. Provide evidence of site control in the form of copies of deed(s), contracts for purchase, land lease agreement, etc.

PART VI: CERTIFICATIONS

All applications must be accompanied by a signed and witnessed statement from the proposer stating the following:

The undersigned (the Applicant) hereby certifies to the best of his/her knowledge and belief that the information contained in this application is true, correct, and complete as of the submission date. The undersigned further represents that he/she has the authority to bind the Applicant and all individuals and entities herein to this warranty of truthfulness of the application.

The Applicant further acknowledges having read applicable sections of City Policies and Procedures governing the processing of requests for TAD assistance. The Applicant understands and agrees to abide by all provisions of applicable Georgia statutes, as well as all program policies, rules and guidelines established by the City.

The Applicant acknowledges that a favorable vote by the City Commission to provide TAD proceeds to support this Project is based on preliminary information provided in the Application and may be subject to modification as additional information becomes available and terms are negotiated in future agreements.

The Applicant acknowledges that if bonds or other forms of debt instruments are required to be issued, a favorable vote to proceed constitutes only an agreement to seek third party investors to purchase tax allocation bonds or offer comparable financing to the City, based upon anticipated future real property tax increment to be generated to repay debt service. The Applicant will also be responsible for satisfying underwriting criteria that may be imposed by these financing sources.



APPLICANT SIGNATURE:

Name:

Title:

Date

Witness Signature:

Name:

Date:

DRAFT



CITY OF BRUNSWICK, GEORGIA

POLICIES AND PROCEDURES FOR TAX ALLOCATION DISTRICT # 1:

HISTORIC CORE REDEVELOPMENT PLAN

A. INTRODUCTION

The City of Brunswick, Georgia (the City) has established a Tax Allocation District known as Brunswick TAD #1 – Historic Core. The City’s first TAD was created in 2017 to encourage commercial revitalization in the City’s downtown and historic core, to make selective public improvements that will support reinvestment in the City’s established neighborhoods, and to encourage reinvestment in the downtown area, and the Highway 17, Norwich Street and Gloucester Street Corridors.

A map of Brunswick TAD #1, including a list of tax parcels within the TAD, is provided as **Attachment C**. The TAD includes 687 parcels and approximately 481 acres located mainly along the Gloucester Street, Norwich Street, Highway 17 corridors, and downtown. The City Council adopted a resolution establishing TAD #1 in October of 2017.

TAD #1 was created to offer incentives to attract private reinvestment, both directly through financial assistance to developers and indirectly by funding targeted public improvements that support revitalization. Authorized uses of tax allocation increments are detailed in the Georgia Redevelopment Powers Law (O.C.G.A. 36-44-3) and the Redevelopment Plan, which established the TAD. Among those authorized uses are reducing a developer’s cost to replace or upgrade deficient public infrastructure, rehabilitating or demolishing existing blighted structures, constructing supportive public amenities, or defraying other costs as needed to make redevelopment economically feasible.

The Brunswick City Commission (the City) retains the responsibility to act as Brunswick’s Redevelopment Agency for issuing TAD financing, approving specific uses for tax increments generated within the TAD, and negotiating development agreements with private entities to implement projects. In late 2017, the Glynn County School System’s Board of Education (G.C.S.S.) and the Glynn County Commission (the County) consented to pledge their respective tax allocation increments to TAD #1.

As Brunswick’s Redevelopment Agency, the City Commission also has the responsibility to adopt policies and application procedures to inform and assist applicants for TAD funding. Upon approving this document by resolution, the City Commission adopts the policies and application procedures outlined herein to execute its responsibility as the City of Brunswick’s Redevelopment Agency.

Parties interested in applying for TAD funding to undertake redevelopment projects within Brunswick’s TAD #1 are encouraged to review and understand this document before submitting proposals for consideration. The following sections explain the procedures required to process applications, evaluate proposals, and approve commitments of TAD funding to qualifying applicants. They also describe



information a prospective applicant will be expected to submit to the Redevelopment Agent to be considered for TAD funding.

Although this process is thorough, interested applicants should understand that the City encourages qualified parties to invest within TAD #1 and make the application submission and review process as seamless as possible. Projects that are well-conceived and consistent with TAD policy have a high probability of being approved.

B. APPOINTMENT OF REDEVELOPMENT AGENT AND THE TAD ADVISORY COMMITTEE

As Brunswick's Redevelopment Agency, the Brunswick City Council has the responsibility to (a) appoint and delegate responsibility to a "Redevelopment Agent" to manage the day-to-day administration of the TAD; (b) appoint City representatives to the TAD Advisory Committee, and (c) adopt policies and application procedures to inform and assist potential applicants when requesting TAD funding.

The City Commission has delegated administrative/management responsibility for TAD #1 to the Department of Economic Development. The City's Director of Economic and Community Development (the Director), working under the City Manager's direction, is also designated as the City's "Redevelopment Agent" responsible for the administration and monitoring of agreements associated with the TAD. The Director/Redevelopment Agent will serve as the City's first point of contact with parties who may be interested in requesting TAD funds to undertake eligible redevelopment activities. The Director will be responsible for communicating the City's TAD policies to prospective applicants, reviewing the information provided by applicants for completeness, notifying the City Manager of an applicant's interest in seeking TAD funding, and carrying out directives of the City Commission during its review of an applicant's proposal. The Director will also be responsible for proposing or evaluating any future "public" projects within the TAD, such as streetscape, park, or infrastructure improvements, which may be funded entirely or in part with TAD proceeds. Such public projects may not necessarily be associated with a specific private sector applicant but may be pursued as necessary to support private investment.

To assist the Director in the administration of TAD #1, the City is authorizing the formation of a five-member "TAD Advisory Committee" (the TADAC), consisting of three City appointees (the Director, City Manager, City Finance Director), two private sector appointees. Private sector members of the TADAC are appointed for four-year terms as approved by the City Commission. The purpose of the TADAC is to review/monitor the status of the TAD and provide comments to the City Commission related to its responsibilities as the Redevelopment Agency for the TAD. The Director shall also be responsible for coordinating the activities of the TADAC, including working with members to schedule meetings, arranging for applicants to present information, recording deliberations, and reporting recommendations of the Committee to the City Commission.

The function of the TADAC in the Application Process is to review all proposed/draft development agreements or TAD financings negotiated between the City Commission and eligible applicants for TAD funding. The TADAC shall first recommend approving, approving with modifications, or disapproving such



development agreements or TAD financings, before the City Commission may take final action on such matters. The TADAC is responsible for organizing itself internally to perform these functions and will be free to exercise reasonable discretion when reviewing applications and making recommendations to the City Commission.

C. APPLICATION PROCESS

The following section outlines the procedure established to (1) encourage private sector redevelopment projects within the City's TAD, (2) invite requests for TAD funding assistance, (3) advise interested applicants concerning the procedures for submitting those proposals, and (4) involve the TAD Advisory Committee in the application process. In addition, the City Commission has adopted policy guidelines that define the City's priorities for future expenditures of TAD funds. These policies are provided with this document as **Attachment A** and should be carefully considered by prospective applicants when requesting TAD assistance. Information requirements to apply for TAD funding are listed in **Attachment B**.

1. PRIVATE SECTOR APPLICATIONS

The application procedure for processing TAD funding requests received from private sector applicants shall consist of the following steps:

- (a) **Preliminary TAD Funding Request Evaluation**--Before making any formal presentation to elected officials, a prospective applicant must submit the initial project/financial information for review by City staff as required. The initial staff contact for inquiries is the Director of the City's Department of Economic and Community Development. The Director is responsible for advising prospects concerning the City's adopted TAD policies and procedures for communicating the prospect's interest to the City Manager and City Commission and coordinating the decision-making process should a prospect complete and submit a written application for TAD funding.
- (b) Upon receiving an application that the Director's judgment is sufficiently complete to be evaluated, the Director will notify the City Manager that an applicant wishes to present a project proposal. The City Manager will organize a standing or ad-hoc committee consisting of appropriate City staff and potentially involving outside resources with helpful technical expertise who would be beneficial in vetting the Applicant's proposal in the opinion of the City Manager.

This Committee will meet with the Applicant and subject the proposal to a standard internal evaluation. The scope will estimate the upper limit of eligible project assistance and reviewing the project's consistency with City TAD policies and priorities. The purpose of this task will be to (a) provide all interested parties with an initial evaluation and response before requiring them to invest additional time, and expense needed to complete the application process and, (b) to ensure that proposals for TAD funding submitted to the City Commission are sufficiently "complete" to enable the Commission to render informed judgments. The intent is to advise prospective applicants early in the process concerning the realistic range of TAD funding assistance that they



might be eligible to receive based on established City policy, to help screen out proposals that are contrary to such policy, and to assist prospects in making applications that have a higher probability of being approved by the City Council.

The City Manager may direct the Committee to report any related findings that it believes will be helpful to the City Commission, including recommended terms and conditions as may be appropriate. The Committee's findings should, at minimum, address the reasonableness of the TAD funding request and uses for that funding, suggest terms of performance that should be expected from the Applicant, the financial justification for the requested funding amount, and evidence that the project will pay back the required TAD investment.

- (c) The Committee may include a recommendation to either approve or deny the application but shall not have the authority to prevent an application from being considered by the full City Commission. To the extent possible, the City Manager is expected to enable the Committee to complete its evaluation within 30 days of receiving notice from the Director that the Applicant has requested TAD funding. Regardless of staff's findings or recommendations, neither the City Manager, the Director nor this Committee have authority to deny any applicant the opportunity to present its request for TAD funding to the City Commission, should that applicant desire to make an application.
- (d) If after this staff-level review the Applicant wants to proceed, the Director will advise the prospect to amend or complete the required application, which is provided with this document as **Attachment B**.
- (e) **TAD Funding Application Review by The TAD Advisory Committee**--Upon receipt of a completed TAD funding application from the Applicant, the Director will submit the application for review by the TADAC. When draft documents are completed and approved for distribution after an initial review by the Director, he/she will schedule the date and time for the TAD Advisory Committee to meet to consider the Project. The meeting will be scheduled with no less than 14 days advance notice to enable adequate time for members of the TADAC to review the accompanying materials and obtain input from staff or third-party advisors. The Applicant will be given an opportunity to present the project. The City will present the proposed funding recommendation to the TADAC. The TADAC will be tasked to make recommendations to the City for approval, disapproval, or modification of the accompanying agreements. The Director will prepare minutes of TADAC meetings and be responsible for accurately recording the Committee's deliberations, actions, and recommendations, in a written report for delivery to the City Commission. It is expected that the TADAC will complete its review and record its recommendations at the end of this meeting. Action to delay or schedule additional meeting(s) to review the Project will require majority approval of TADAC members present and voting. Should most of the TADAC request more time, the Director will schedule an additional meeting(s) of the TADAC as needed for the Committee to complete its work.



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- (f) When the TADAC's review is completed, the Director will then forward its recommendations on the TAD funding application along with a written record of the TADAC's findings to the City Commission.
- (g) The City Manager will inform the Mayor of the pending TAD funding application, and TADAC recommendations, when received, will place consideration of the TAD application on the next scheduled meeting of the Brunswick City Commission. At that time, the Applicant will be invited to present the details of the project and TAD funding request.
- (h) **Review and Approval of TAD Funding Request by City Commission**--The City Commission retains all rights as the City's Redevelopment Agency for the TAD and may choose to schedule other meetings with the Applicant, solicit and consider public comment as appropriate or conduct additional negotiations with the Applicant before rendering a decision. Upon receiving the Applicant's initial presentation, the Commission may take one of the following actions:
- i. Table or deny the application,
 - ii. Instruct the City Manager and Director to obtain additional information from the Applicant before taking further action, or
 - iii. Refer the application to an appropriate committee of the City Commission to perform additional due diligence, leading to negotiating the terms of a development agreement.
- (i) Should the Commission request more information or conduct additional due diligence, the Applicant may be required to meet a second (or more) time(s). This due diligence may evaluate:
- i. Additional project details,
 - ii. Verification of the Applicant's experience, qualifications, and financial capacity to complete the project,
 - iii. Review of proprietary and confidential financial information,
 - iv. Economic justification/need for public financing and participation,
 - v. Refinement of a specific contribution of TAD proceeds and the method of delivery of those proceeds,
 - vi. Anticipated project benefits such as the revitalization of surrounding neighborhoods, funding of supportive public improvements, removal of slums and blight, or economic development/job creation benefits, or
 - vii. Potential project issues such as adverse neighborhood impacts, project risk, or other concerns.



- (j) Applicants are advised that information provided in their applications, as well as meetings of the City Commission and its committees, are subject to the provisions of the Georgia Open Records Act. Meetings will be posted and open to the public. At their discretion, applicants will be entitled to mark certain financial information submitted with their applications as “proprietary and confidential.” Any financial information designated as proprietary and confidential shall be treated by the Commission as such and will be protected from public disclosure to the extent allowed by State law.
- (k) At such time a majority of City Commission members present believe they have received enough information from the Applicant to render a decision; they will vote on the application. If a majority of the City Commission present and voting vote to approve the application, the application will be designated as a “Pending Approved Project” contingent upon the Applicant’s eventual receipt of required City-issued zoning/site plan approvals, development permits, and the negotiation of necessary development agreement(s) with the City. The City Manager or City Attorney will be authorized to negotiate the terms of a development agreement or other formal agreements necessary to commit TAD funding to the Project.
- (l) **Negotiation of Development Agreement**--The Director will proceed to coordinate negotiation of the agreement(s) with the Applicant in accordance with the City Commission’s directives. The agreement(s) will lay out the terms and conditions for the receipt of TAD funding, including the amount and the delivery method for that funding. Funds may be delivered “upfront” through the issuance of TAD bonds or other forms of financing or over time using a long-term reimbursement (“pay-go”) agreement.

The policies and objectives of the City are to encourage private sector redevelopment and work constructively with property owners and developers who are interested in making positive investments within TAD #1. The City will make good faith efforts to expedite the above procedures and render relatively quick decisions on completed applications for TAD funding. While recognizing that some proposals will be more complex and require more extensive study than others, the Economic and Community Development Director will be expected to complete a preliminary review and advise interested applicants within two weeks of receiving initial inquiries. The TAD Advisory Committee is expected to complete its review and report to the full City Council within 60 days of receiving an application, and it shall be the goal of the City Council to act within 30 days of receiving the TADAC report. The TADAC will also meet within 30 days of receiving draft documents for its review.



1. PUBLIC SECTOR APPLICATIONS

The City of Brunswick or its Downtown Development Authority (the D.D.A.) has assembled property within TAD #1 (and may assemble additional property in the future) for the intended purpose of eventually conveying the real estate for private sector redevelopment. In addition to unsolicited requests for TAD assistance submitted by the private sector, the Brunswick City Commission or its D.D.A. may make proposals to use future tax increments from private development on TAD parcels currently publicly owned. The City Commission could also request TAD proceeds to reimburse the City for public investments, which may be needed to enhance the value of proposed private development.

In such cases where the City may be “the Applicant” it will submit project information to the TAD Advisory Committee for review in a similar manner than would be required for any private sector applicant. In such cases where TAD proceeds accrue to and are invested by the City, certain financial criteria required of developers would no longer be relevant and may be waived. Therefore, specific contents of a “TAD application” submitted by the City will be different than content required of private sector applicants. Contents of an Application sponsored by the City may differ on a case-by-case basis and shall be determined by the City Commission.

Apart from this procedure, the City has developed general policy guidelines to define desired project qualifications, public objectives, and priorities for investing TAD funds. These criteria serve as a consistent standard for evaluating project proposals within Brunswick’s TAD #1. These guidelines are provided in **Attachment A** and are an integral part of the procedures outlined above.

D. APPLICATION/FINANCING FEES

The City has not established a fee schedule for processing requests for TAD assistance. However, if TAD funds are awarded, the City reserves the right to charge applicants reasonable fees to recover the City’s costs of securing tax increment financing. Successful applicants are expected to enter into a development agreement with the City as a condition of the financing award. Application/financing fees will be negotiated with the Applicant as part of that development agreement. They will depend upon such factors as the total amount of TAD funding provided by the City’s cost of obtaining the financing and general financial market conditions at the time of the application.

City of Brunswick, GA
Tax Allocation District #1
Policies and Procedures



Adopted this ____ day of _____, 2021.

CITY OF BRUNSWICK, GEORGIA

By: Cornell L. Harvey, Mayor

Attest: _____

Naomi D. Atkinson, City Clerk

[SEAL]

DRAFT



ATTACHMENT A:

CITY POLICY GUIDELINES FOR THE EVALUATING REQUESTS FOR TAX ALLOCATION DISTRICT (TAD) FINANCING
(ADOPTED , 2021)

I. INTRODUCTION

The Brunswick City Commission welcomes development proposals from the private sector that serve to revitalize redevelopment areas within the City. It is the City's policy to evaluate all unsolicited private sector requests for TAD financing and to recommend public sector support of those requests which are (a) economically justified; (b) well-conceived and capable of being implemented with reasonable levels of public support, and (c) serve to advance the City's overall redevelopment goals and objectives.

The purpose of the following policy is to guide appropriate City Staff and other officials when evaluating applications for TAD funding, based on the following general factors:

1. The purposes/uses for TAD financing and the consistency of those purposes with the Redevelopment Powers Law, City objectives outlined in the TAD Redevelopment Plan and related City Plans and policy documents,
2. The overall amount and timing of tax increments to be generated by the project,
3. The Applicant's demonstrated financial need for TAD Assistance based on standard evaluation criteria (i.e., the "but for" test), and
4. Resulting project benefits and return on the public's investment.

The Brunswick City Commission may also propose using future TAD proceeds from private development on parcels that are currently publicly owned. The City Council may request TAD proceeds to reimburse the City for investments made to prepare or make additional public improvements needed to enhance the taxable value of proposed private projects. In such cases where the City of Brunswick may be the Applicant, the City will present its proposal for review by the TAD Advisory Committee, in a similar process to that which would be conducted for any private sector applicant. Developers seeking to acquire or develop property from the City or its Downtown Development Authority may be required to provide project details or financial information as necessary to assist the City in making application to the TAD Advisory Committee.

Policy guidelines are described in more detail below:



1. PURPOSES/USES OF TAD FINANCING

The City will only consider applications for TAD financing for purposes/uses that are consistent with the definition of “redevelopment” as defined in Georgia Redevelopment Powers Law (O.C.G.A 36-44-3(5)). These eligible purposes/uses include:

- New building construction, including commercial buildings and housing construction,
- Building renovations,
- Environmental remediation and/or demolition of existing structures,
- Construction of parking structures,
- Public works and utilities,
- Telecommunications infrastructure,
- Restoration of historic sites and buildings,
- Parks, open space or civic amenities,
- Transportation, roadway improvements or transit facilities; and
- Pedestrian amenities and safety improvements.
- Land acquisition for redevelopment

2. TAX INCREMENT GENERATED BY THE PROJECT

It is the City’s policy that any private sector project which receives a TAD contribution should attempt to be “self-financing” to the extent possible. In the context of a TAD contribution, self-financing means that the project generates enough future property tax increments and other associated revenues to pay back debt service obligations incurred from issuing a TAD bond or other debt financing for that project. Although the City may consider proposals that are not self-financing by this definition, such proposals must offer other extraordinary benefits to justify larger contributions. Self-financing limitations would not necessarily apply to projects receiving “pay-go” reimbursements from future TAD special fund proceeds.

It is also the City’s policy to favor projects which generate sufficient increment to meet debt coverage ratios that are imposed by lenders or, more importantly, generate “excess” revenues that can be used to retire debt ahead of schedule, return proceeds to the general fund, or be invested for other worthwhile purposes within the TAD. In addition, it is the City’s general policy to limit the maximum eligible funding to any project, from either the TAD Special Fund or from the proceeds of TAD bonds or other financing to 15% of the total project cost. It is also the City’s policy to limit the maximum term of any single approved



TAD bond, pay-go agreement, or another form of financing to 25 years. Applicants should consider this limitation in their initial project planning and avoid pursuing alternatives that require higher contributions of public finding to be financially feasible.

Finally, it is the City's policy to favor projects that propose to use TAD funds to finance supportive improvements to surrounding public infrastructure and amenities over those that simply use TAD proceeds to defray construction costs or improve financial returns to the developer. The City will also favorably consider projects that return substantial long-term incremental property tax revenues after all TAD financing has been retired.

In addition to the overall amount of tax increment generated in proportion to cost, the City will consider the overall market/financial feasibility and perceived level of risk associated with the proposed development plan and the demonstrated qualifications and experience of the Applicant to execute the project as proposed. For projects that are complex or have a high level of development risk, the City may request supporting documentation in the form of feasibility studies or appraisals to support the application.

3. PROJECT ECONOMICS

Applicants for TAD financing assistance must demonstrate financial need for such assistance based on reasonable pro forma projections of costs, revenues, and expected profits, i.e., meet the "but for" test established in the Redevelopment Powers Law. Potential legitimate needs for TAD contributions to overcome poor development economics may include but not be limited to:

- High site acquisition, demolition, or remediation costs due to the nature of the proposed redevelopment site,
- Inadequate public infrastructure that must be rebuilt or enhanced at the developer's expense to support the proposed use,
- The inclusion of project amenities/enhancements that offer a public benefit but cannot be supported by the project's economics,
- The additional marketing risks associated with being first to invest in an economically challenged area,
- The need to incur above-average construction costs to successfully market units, or to satisfy the City's desire to encourage high quality construction on redevelopment sites.

Before approving TAD financing requests, the City will require applicants to submit a sufficiently detailed financial pro forma to enable staff or the City's consultants to evaluate the project's overall development economics and anticipated profit margins, using reasonable and defensible assumptions.



It is the City's general policy that the maximum TAD financing contribution it will provide directly to underwrite development costs should enable an applicant to achieve a "reasonable" internal rate of return (IRR) or return on investment (R.O.I.) based on total project costs and conservative projections of sales performance. The definition of a "reasonable return" will be determined by the City Commission as the Redevelopment Agency, after considering input from City staff and financial advisors, the specific attributes of the project, and after applying generally accepted appraisal methods. If, in the City's opinion, the project has the potential to exceed pro forma expectations and achieve rates of return well in excess of normal expectations, the City may, at its discretion, approve a lower TAD contribution or recommend provisions to recapture a percentage of contributed TAD funds in the future, if actual project performance exceeds pro forma projections.

This policy would not directly apply when TAD investments are requested for public infrastructure improvements which may enhance a project's market feasibility but would not directly impact the developer's financial pro forma. In such cases, the City will weigh the long-term value and public purpose of the requested infrastructure investment when considering an appropriate contribution of TAD funding.

4. PROJECT BENEFITS AND RETURN ON PUBLIC INVESTMENT

In addition to purposes/uses that are consistent with the Redevelopment Powers Law, the City will give added consideration and support to investments of TAD funds that help to achieve redevelopment goals and objectives contained in the Redevelopment Plan for TAD #1, are consistent with City policy, and implement projects identified in previous studies of the area. These goals/objectives include but are not necessarily limited to:

- Attracting private investment to help finance key commercial, retail, hospitality, residential developments, and public spaces in locations that are critical to the future growth of the City's historic core economy and quality of life and will act as catalysts for additional private commercial and residential investment,
- Redeveloping or demolishing vacant or under-utilized structures that are no longer economically viable and, by either their demolition or adaptive re-use, would enhance the redevelopment potential of surrounding properties,
- Supporting public investment in parks, trails, open space, or other public amenities identified in previous studies,
- Encouraging the rehabilitation of historic properties in a manner that will contribute to the character of the historic core of Brunswick,
- Increasing the number and purchasing power of households living in the redevelopment area to support the viability of local businesses,



- Enabling commercial or office development that would create a significant number of jobs or encourage the revitalization of areas that until now have been passed over for any significant redevelopment,
- Reducing vacancy, improving, and expanding investment in downtown and the key corridors with thriving commercial and mixed-use development,
- Increasing the future tax digest of the City, County, and School District, allowing the City to offer more services that will improve the quality of life for all residents,
- Managing and reducing long-term service cost impacts/burdens on the City, County, and School District.

5. POSITIVE LOCAL/REGIONAL ECONOMIC IMPACT

The City emphasizes the importance of supporting TAD investments that advance the overall economy, reinforce the City's economy and produce significant job creation or other benefits for the community and region. The City recognizes that in some individual cases, project proposals may return exceptional public benefits that merit investments of TAD funds at a higher level than is indicated by the evaluation criteria outlined in this policy. The City may approve a larger public fund investment in such extraordinary cases than would otherwise be justified. For projects that offer exceptional employment growth or positive local/regional economic impacts, the City Commission, in its capacity as the Redevelopment Agency, may also consider leveraging other available economic development incentives, in addition to TAD financing.



ATTACHMENT B:

TAD APPLICATION REQUIREMENTS

The following outline is provided to assist interested parties in requesting TAD funding assistance from the Brunswick City Commission, recognizing that not all requested information may be available or relevant to specific projects. The following should be viewed more as an outline or “checklist” of requested information rather than an application form to be filled out exactly as presented in this document. Applicants may choose to omit items deemed not applicable. Applicants may present this information in an alternative sequence, provide project information using spreadsheets, in a narrative report or PowerPoint presentation format. However, an applicant’s failure to adequately address all applicable sections, particularly Parts III and IV below, may result in the City’s request for additional information and delay its decision making. The application form and contents may be subject to periodic change by the TAD Advisory Committee.

PART I: APPLICANT SUMMARY

Submit a summary introduction and contact information to enable the City to identify/locate the project site and summarize the amount or range of TAD funding being requested. Describe your organizational structure and provide a primary point of contact should City staff have questions or request additional information concerning the application.

1. Name and Location of Proposed Development Project
2. Initial estimated amount (or range) of TAD Funding Requested
3. Applicant Contact Information
 - a. Address:
 - b. Designated Contact:
 - c. Title:
 - d. Phone Number:
 - e. E-mail Address



4. Ownership Entity Name
5. Legal Form or Ownership
6. Provide the names, addresses, phone numbers, and e-mail addresses for major partners, J.V. or limited partners, or other project participants, if any. Indicate the ownership interest of each development participant listed under this item.
7. Qualifications and Experience. Provide an introductory overview of the Applicant’s qualifications and experience to implement the proposed project, including examples of comparable ongoing or completed projects.

PART II: DEVELOPMENT PROFESSIONAL TEAM

Provide information for the key members of the project’s technical/consultant team who have been identified as of the submission date. The City recognizes that an Applicant may not be able to invest significant resources in a project that does not appear to be financially feasible “but for” a favorable decision by the City to provide financial assistance. The number of consulting disciplines involved will also depend on the size and nature of the project. This information, to the extent available, is intended to demonstrate the Applicant’s seriousness in terms of assembling technical resources to implement the project if TAD funding is approved. If the Applicant has not yet identified or retained specific firms but intends to do so, briefly describe the expected timing and process to be used for making those decisions:

1. PROJECT ARCHITECT
 - a. Company
 - b. Primary Contact Name
 - c. Address
 - d. Phone Number
 - e. E-mail Address



2. CIVIL/TRAFFIC ENGINEER
 - a. Company
 - b. Primary Contact Name
 - c. Address
 - d. Phone Number
 - e. E-mail Address

3. ATTORNEY
 - a. Company
 - b. Primary Contact Name
 - c. Address
 - d. Phone Number
 - e. E-mail Address

4. GENERAL CONTRACTOR
 - a. Company
 - b. Primary Contact Name
 - c. Address
 - d. Phone Number
 - e. E-mail Address

5. PROPERTY MANAGER (If Applicable)
 - a. Company
 - b. Primary Contact Name
 - c. Address



- d. Phone Number
- e. E-mail Address

PART III: GENERAL PROJECT INFORMATION

Use the following suggested outline to describe the project and its potential economic and fiscal benefits to Brunswick. The City recognizes that portions of this outline do not apply to all projects and may either be omitted or quickly addressed in a summary statement. If you choose not to follow the order of this outline, please ensure that the information requested below is included in your project narrative or explain why omitted information is not provided, whether not applicable to the project or not yet available.

The City understands that in some cases, it may be unrealistic to expect an applicant to invest in detailed studies prior to receiving a preliminary indication from the City that it is willing to invest TAD funds to support the Project. It is acceptable to offer the best estimates or reasonable assumptions based on relevant experience in such cases. The City also expects that project site plans, finishes, amenities, construction costs, and revenue estimates will evolve as proposals move through the City's planning and permitting process. Information provided with this application is therefore understood to be preliminary and subject to change.

In addition to describing the Project and its benefits to the City, the most important purpose of this section is to provide enough information to enable the City to estimate and forecast future property tax increment generated by the Project, which, in turn, will be used to establish a preliminary upper limit of financial support the City might provide, consistent with its TAD Policy. Project economics and the "but for" justification for the City's granting of TAD proceeds are addressed later in Section IV of the application.

Contents of this section should address the following topics:

1. General Project description
2. Existing condition of the development site
3. Tax parcel ID number(s)
4. Acreage impacted by the project



5. Existing land use(s)
6. Current full value and assessed (40%) value of the development site
7. Current annual real property tax bills levied on the parcel(s)
8. Construction Type (New Construction, Rehab, Conversion, etc.)
9. Proposed demolition of existing structures. If applicable, describe the square footage and current uses of buildings to be demolished. Include the number of existing total and occupied housing units if applicable.
10. Proposed Land Use Mix. Describe the proposed size and mix of land uses on the site, including the number of housing units or distribution of development square footage devoted to residential, retail, office, or other land uses, including parking areas or structures (spaces).
11. Residential Development Detail (if applicable). Outline the proposed mix of ownership or rental housing units by housing type, bedroom count, and average square footage. Briefly describe planned unit features, finishes, and amenities (provide visuals if available) and planned project amenities (recreational amenities, open space, etc.). Provide an estimate of the average targeted price points (sale price or monthly rent) for each housing category. This information should be described in sufficient detail to enable the City to calculate a total project square footage and end value (if a for sale-project) or gross rent roll (if multifamily apartments) for purposes of estimating future property tax assessments on the completed housing.
12. Nonresidential Development Detail (if applicable). Outline the proposed mix of office, retail, or other nonresidential square footage. Briefly describe planned property features, finishes, and planned project amenities (provide visuals if available), targeted tenant mix, etc. Provide an estimate of the estimated average price points (annual rent/S.F. of the sale price per S.F. if for-



sale products) for each category of nonresidential use. This information should be described in sufficient detail to enable the City to calculate a total project square footage and end value (for purposes of estimating future property tax assessments on the completed nonresidential development.

13. Provide an estimate of the Project's total full value tax assessment at completion and describe how the value was calculated. (This estimate will be validated or changed by the City using its own criteria.)
14. Provide an estimated development schedule, including a best estimate of the Project's construction start date, length of the construction period, and expected absorption period (rate of sales or lease-up period).
15. Describe any expected off-site impacts and project benefits to surrounding properties and the TAD as a whole.
16. Estimate permanent job creation/retention impacts associated with the development (if applicable).
17. Proposed uses of TAD funding. Describe how the project would deploy TAD funds if awarded, focusing on eligible redevelopment project costs consistent with City policies described in Attachment A. Provide an itemized distribution of those costs to the extent possible at the time of the application.
18. Provide any optional supporting documents as appropriate:
 - a. Existing conditions photos,
 - b. Location and project boundary maps,



- c. Conceptual Site Plan (If a conceptual site plan is not available, provide an estimated delivery date for a site plan.),
- d. Project rendering or conceptual elevation drawings (if available),
- e. Other relevant supporting information not specifically requested above, which you believe may assist the City in evaluating this application.

PART IV: PROJECT ECONOMICS

The Applicant is expected to provide a financial analysis/pro forma to assist the City in understanding why TAD funding assistance is needed to support the economic/financial feasibility of the proposed project. The City recognizes that not all information required to complete a development proforma will be available when an Applicant files an initial funding request. In such cases, it is acceptable to offer the best estimates or reasonable assumptions based on relevant local data and experience. The financial analysis submitted as part of the application is also understood to be preliminary and subject to change. While the City has no required format or template, the financial analysis should address the following elements:

1. Sources and Uses Statement: Provide a standard summary of the intended sources and uses of project costs and revenues. Funding sources should itemize the amount of equity, debt, and needed TAD proceeds to complete the Project.
2. Construction cost estimates: Include a line-item estimate of construction hard and soft costs to the extent available. Line item costs should be organized consistently with the proposed uses of TAD proceeds described in Section III to enable verification.
3. Income projections from sales or leasing activity: Provide revenue estimates from sales and leasing activity. If space is to be leased and retained in the Applicant's ownership after



completion, include stabilized occupancy and lease rate projections. If space is to be sold, include projected absorption rates, unit price appreciation, and related assumptions.

4. Cash Flow Statement: Submit a cash flow projection reflecting the period from start-up through construction, stabilization, and sell-out (if applicable). If a portion of the property will be retained by the Applicant, provide an estimate of the residual value of the retained property.
5. Equity: Describe the amount and source(s) of the developer's equity to be supplied to the development.
6. Estimated Financing Terms: Estimate interest rates/costs of debt financing to be used.
7. R.O.I.: Calculate projected returns on investment to be earned by the development, with and without the requested TAD contribution.
8. Supporting Market Evidence: Describe the sources of comparable sales/leases or other market evidence relied upon as a basis for the proposed prices and absorption rates indicated above.

PART V: SITE CONTROL, ZONING, AND SCHEDULE

The final section of the application is intended to describe how far along the Applicant is in the development process at the time the application is submitted. The City recognizes that applications for TAD funding are likely to be filed long before an Applicant obtains required development permits and acquires the property. While not required with the initial application, these steps are expected to be complete by the time a development agreement is executed and financial assistance is delivered to the project.

1. Describe the status of the project in terms of site acquisition/assembly, permitting, and the expected construction schedule.



2. Indicate the current and requested zoning designation(s) for the project site. If the site is not currently zoned for its intended use(s), describe the timeline for obtaining zoning approvals.

3. Indicate whether required site plan approvals or variances were obtained. If no, describe the timeline for obtaining zoning approvals.

4. Include a projected construction schedule that describes the time frames and estimated milestones for acquiring financing, completing plans and specifications, permitting, and construction. The construction schedule should identify target dates for the following major milestones:
 - a. Obtain Financing Commitments
 - b. Detailed (Final) Site Plan Approval
 - c. Real Estate Closing Date (if applicable)
 - d. Construction Start Date
 - e. Estimated Completion Date
 - f. Target date for first units sold or leased

5. Provide evidence of site control in the form of copies of deed(s), contracts for purchase, land lease agreement, etc.

PART VI: CERTIFICATIONS

All applications must be accompanied by a signed and witnessed statement from the proposer stating the following:

The undersigned (the Applicant) hereby certifies to the best of his/her knowledge and belief that the information contained in this application is true, correct, and complete as of the submission date. The undersigned further represents that he/she has the authority to bind the Applicant and all individuals and entities herein to this warranty of truthfulness of the application.

The Applicant further acknowledges having read applicable sections of City Policies and Procedures governing the processing of requests for TAD assistance. The Applicant understands



and agrees to abide by all provisions of applicable Georgia statutes and all program policies, rules, and guidelines established by the City.

The Applicant acknowledges that a favorable vote by the City Commission to provide TAD proceeds to support this Project is based on preliminary information provided in the Application and may be subject to modification as additional information becomes available and terms are negotiated in future agreements.

The Applicant acknowledges that if bonds or other forms of debt instruments are required to be issued, a favorable vote to proceed constitutes only an agreement to seek third party investors to purchase tax allocation bonds or offer comparable financing to the City, based upon anticipated future real property tax increment to be generated to repay debt service. The Applicant will also be responsible for satisfying underwriting criteria that may be imposed by these financing sources.

APPLICANT SIGNATURE:

Name:

Title:

Date

Witness Signature:

Name:

Date:



ATTACHMENT C:

TAD BOUNDARIES AND PARCEL LIST

DRAFT

CITY OF BRUNSWICK, GEORGIA

A RESOLUTION

2021-

A RESOLUTION AMENDING THE CITY OF BRUNSWICK REDEVELOPMENT AREA AND TAX ALLOCATION DISTRICT NUMBER ONE—HISTORIC CORE; ESTABLISHING THE TAX ALLOCATION INCREMENT BASE FOR THE TAX ALLOCATION DISTRICT; AND FOR OTHER PURPOSES.

WHEREAS, O.C.G.A. §36-44-1, *et seq.*, is known and may be cited as the Redevelopment Powers Law; and

WHEREAS, the Redevelopment Powers Law (O.C.G.A. §36-44-1, *et seq.*) provides for the exercise of redevelopment powers, the adoption of redevelopment plans, and the creation tax allocation districts by counties and municipalities in the State of Georgia; and

WHEREAS, the purpose of the Redevelopment Powers Law is to improve economic and social conditions within substantially underutilized and economically and socially depressed urban areas that contribute to or cause unemployment, limit the tax resources of counties and municipalities while creating a greater demand for governmental services, have a deleterious effect upon the public health, safety, morals and welfare, and impair or arrest the sound growth of the community; and

WHEREAS, as approved by a majority of the voters in a referendum held on November 3, 2015 the City of Brunswick (the “City”) is authorized to exercise the redevelopment powers as delineated by the Redevelopment Powers Law; and

WHEREAS, it is in the public interest of the City that the Redevelopment Powers Law be exercised to improve economic and social conditions of the Brunswick Historic Core Area in order to abate or eliminate deleterious effects of its current underutilized state; and

WHEREAS, adoption of the Brunswick Historic Core Redevelopment Plan in October 6, 2017 and creation of Tax Allocation District Number One—Historic Core (the “Historic Core TAD”) was necessary to redevelop and revitalize this area through a public/private partnership;; and

WHEREAS, the City recognizes that new transportation infrastructure and parking facilities, water, wastewater and storm water facilities, streets, streetscapes, sidewalks, greenspace and parks, retail, dining and commercial spaces are needed to revitalize this area and create an vibrant commercial corridors in Brunswick; and

WHEREAS, the Historic Core TAD can provide incentives and funding to catalyze redevelopment of the area; and

WHEREAS, a Redevelopment Plan was prepared for the Brunswick Historic Core Redevelopment Area in accordance with O.C.G.A. §36-44-3(9) and adopted by City Council on October 6, 2017; and

WHEREAS, the Council now desires to amend the Brunswick Historic Core Redevelopment Plan and the related Tax Allocation District Number One—Historic Core: and

WHEREAS, the Council has held a public hearing on November 17th 2021 on this proposed amendment to the approved Redevelopment Plan and TAD Resolution as required by the Redevelopment Powers Law.

NOW, THEREFORE, THE MAYOR AND COMMISSION OF THE CITY OF BRUNSWICK, GEORGIA HEREBY RESOLVES AS FOLLOWS:

Section 1. The City of Brunswick Tax Allocation District Number One—Historic Core was created as of October 6, 2017, and shall continue in existence until all redevelopment costs, including financing costs and debt service on tax allocation bonds, are paid in full.

Section 2. The City of Brunswick hereby amends the estimated Tax Allocation Increment Base Year to 2021 and its value to _____, to reflect the 2021 real property values of the 687 parcels included in the Tax Allocation District Redevelopment Area.

Section 3. The property proposed to be pledged for payment or as security for payment of tax allocation bonds will include the positive ad valorem tax allocation increments from ad valorem taxes levied on all taxable real property within the boundaries of Tax Allocation District Number One—Historic Core.

Section 4. All resolutions and parts of resolutions in conflict with this resolution are hereby repealed to the extent of such conflict.

Adopted and approved by the City Commission of the City of Brunswick, Georgia
this __ day of _____, 2021.

Approved:

BY: _____
Cornell L. Harvey, Mayor

ATTEST:

Naomi D. Atkinson, City Clerk

GLYNN COUNTY SHORELINE PROTECTION PLAN: SEA LEVEL RISE RESPONSE PLAN

Project Update
City of Brunswick
City Commission Meeting

Rob Brown, Ph.D., P.E.
Goodwyn Mills Cawood (GMC)

November 17, 2021

ACKNOWLEDGEMENT

GMC

- *This report was prepared by Glynn County under grant award #NA18NOS4190146 to the Georgia Department of Natural Resources from the Office for Coastal Management, National Oceanic and Atmospheric Administration. The statements, findings, conclusions, and recommendations are those of the author(s) and do not necessarily reflect the views of DNR, OCM or NOAA.*





Project Background & Summary from Phase 1

TIMELINE OF EVENTS: HISTORY



Hurricane Matthew

Hurricane Irma



Source: The Florida-Georgia Star

2016

2017

2018

2019

2020

2021

2022

Source: Brunswick Public Works Dept.



PROJECT PARTNERS & TASK FORCE PARTICIPANTS

- Grantee:



- Other Task Force Members:



- Project Partners:



- Consultant:



COASTAL INCENTIVE GRANT: PHASE #1

- “Shoreline Assessment & Implementation Resiliency Plan”

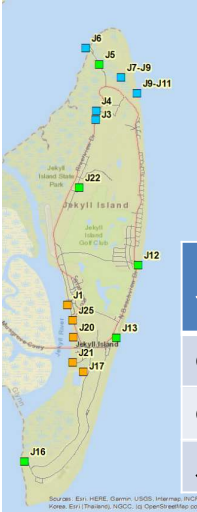
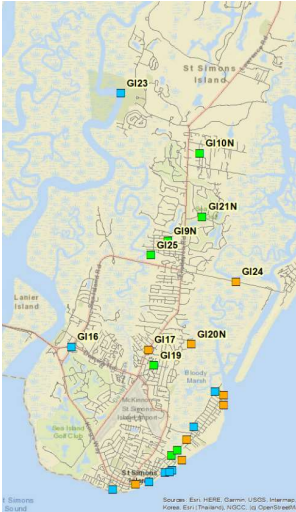
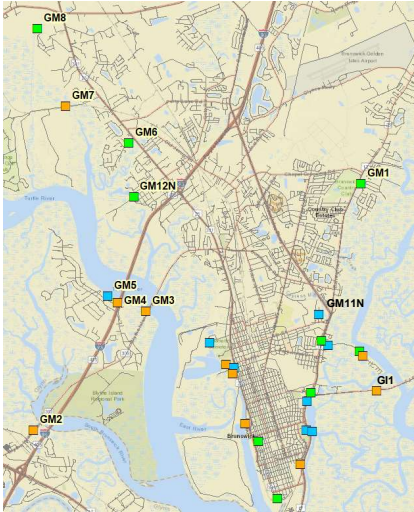
- Objectives:

- Gather shoreline related data (GIS/mapping, staff, public)
 - “Shorelines” include beaches, marshes, & rivers
- Evaluate exposed shoreline to determine vulnerability
- Explore preventative measures & remediation solutions
 - Emphasis on nature-based solutions

- Timeline: Oct. 2018 – Sept. 2020



PROJECT LOCATION MAPS



Community Identified Hotspots

Priority

- Near-Term
- Intermediate
- Long-Term

Jurisdiction	Points/Projects
County	37
City	16
JIA	15

Mainland (& City) St. Simons Island Jekyll Island

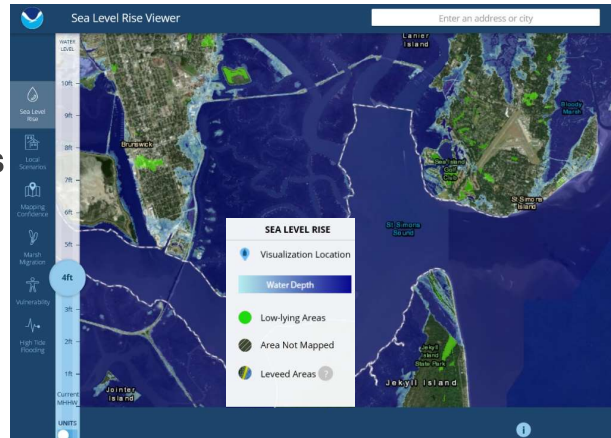


Phase 2 Update

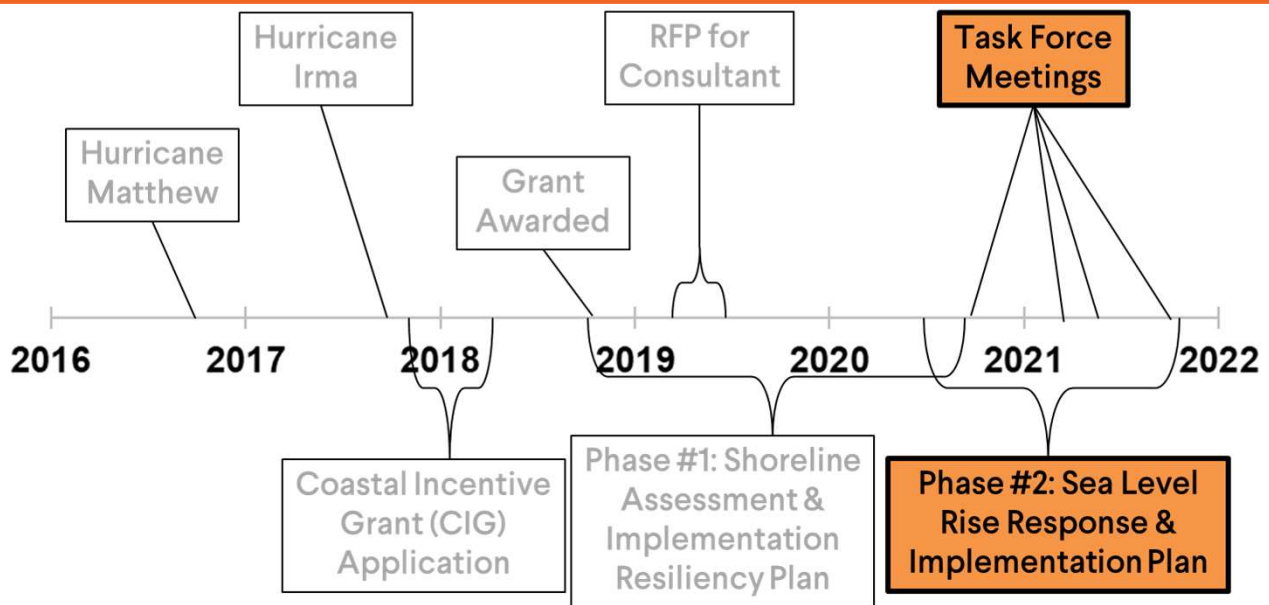
COASTAL INCENTIVE GRANT: PHASE #2



- “Sea Level Rise Response and Implementation Plan”
- Objectives:
 - Analyze recent sea level rise changes
 - Examine data on SLR and its related intermediate and long-term hazards
 - Critical facility inventory and relocation plan
 - Outreach & Public Education
- Timeline: Aug. 2020 – Sept. 2021



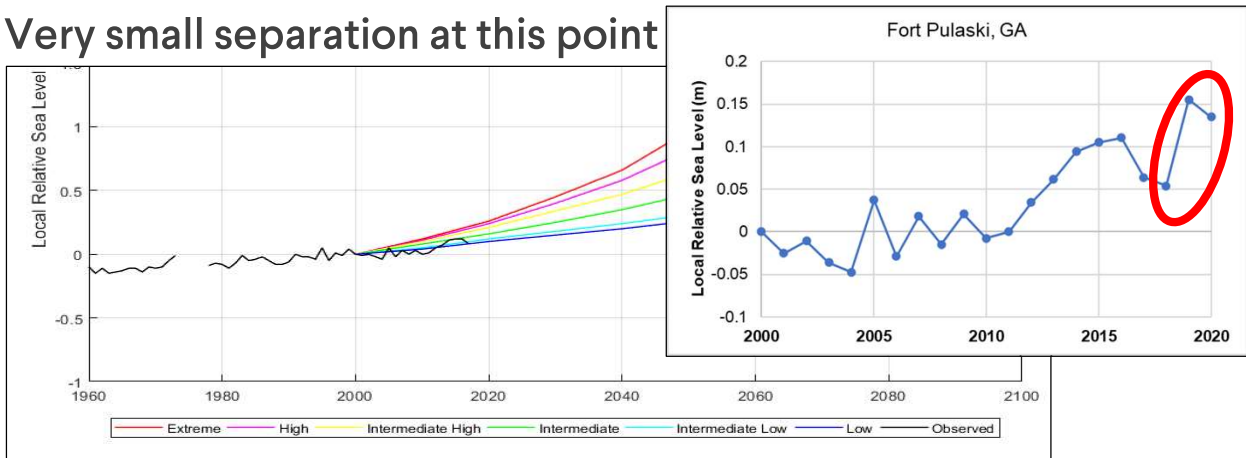
TIMELINE OF EVENTS: PHASE #2



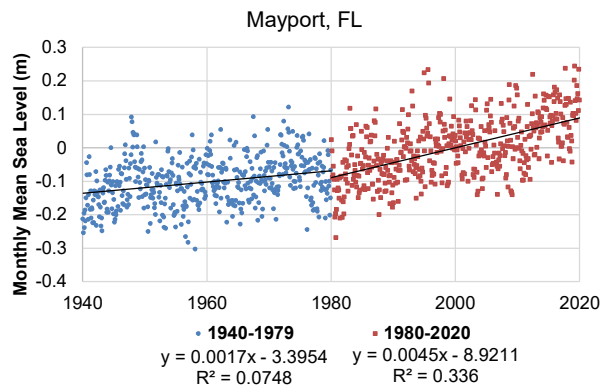
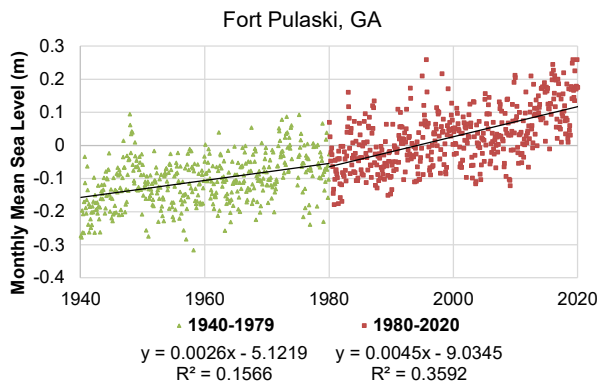
REVIEW OF RECENT SEA LEVEL CHANGES



- With addition of new data, sea level trend is currently tracking around “Intermediate” scenario
- Very small separation at this point



HISTORICALLY, RATE OF CHANGE IS ACCELERATING



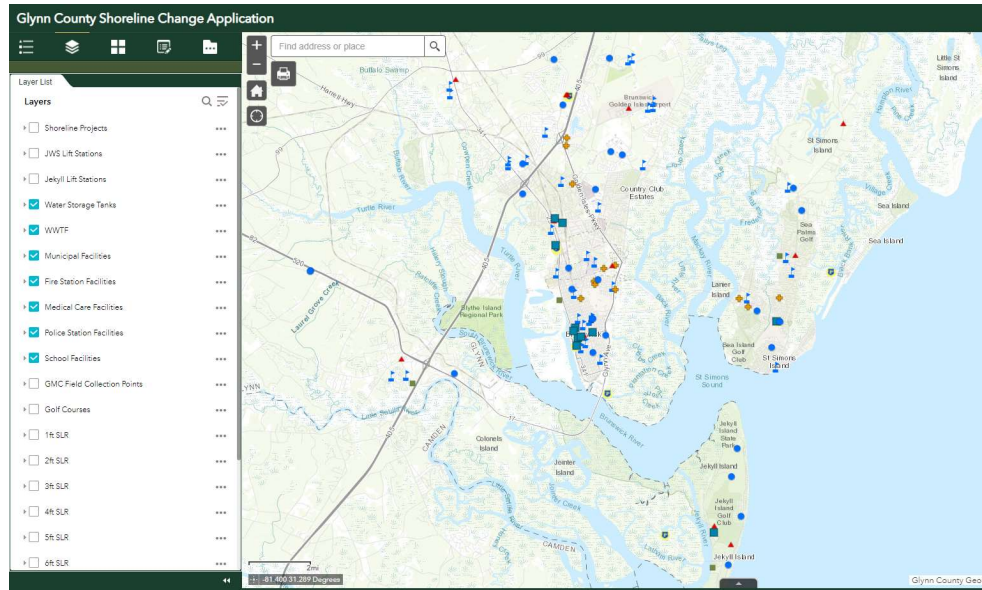
Note: 95% confidence interval is +/- 0.9 mm/yr for 40 years of data (0.3 ft / century)

Year Range	Fort Pulaski, GA	Mayport, FL
1940-1979	0.85 ft / century	0.56 ft / century
1980-2020	1.48 ft / century	1.48 ft / century

CRITICAL FACILITY INVENTORY & ASSESSMENT



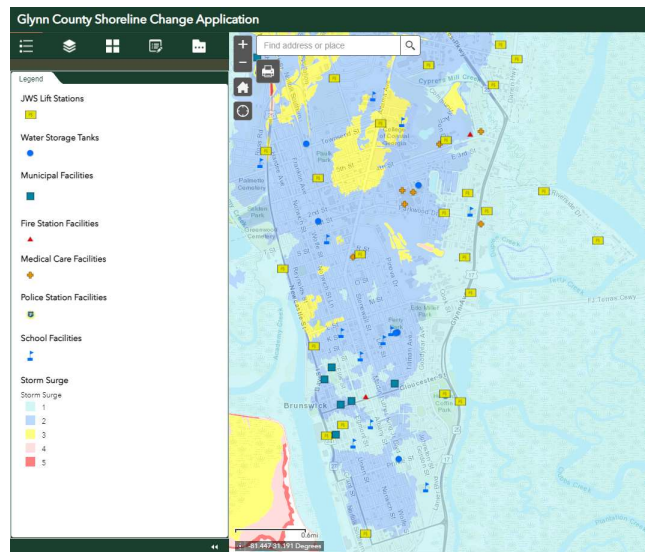
- Assessed
 - Flood Zone
 - Surge
 - SLR Scenario
- Prioritized results by jurisdiction
 - Glynn County
 - Brunswick
 - JIA
 - BGJWSC
 - Board of Ed.
 - SGHS



CRITICAL FACILITY ASSESSMENT SUMMARY – BRUNSWICK



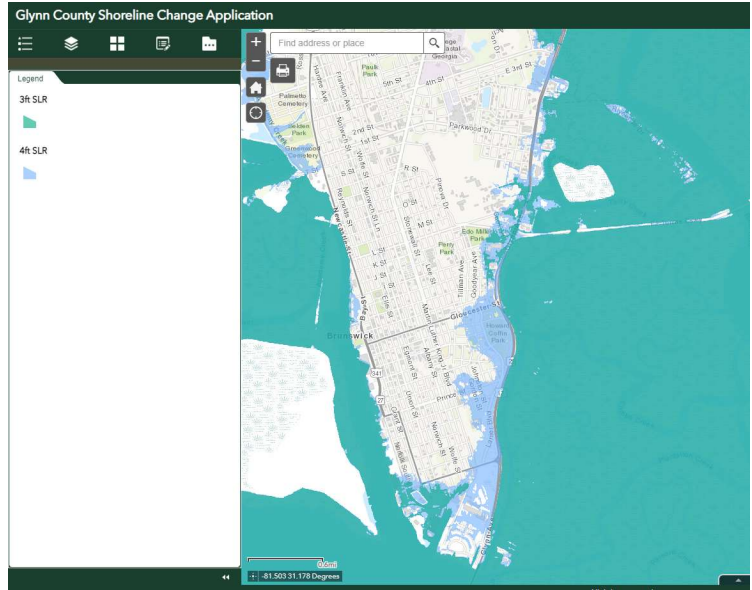
- Central hub along Gloucester and Mansfield Streets is in a vulnerable area in terms of storm surge and SLR
 - Recommendation: floodproof historical structures or future relocation with planned upgrades
- Several major roadways vulnerable to SLR
 - Recommendation: focus on segments vulnerable to 3-ft SLR scenario and consider adjacent segments vulnerable to 4-ft SLR
 - Coordination with GDOT (state hwy.)



MAJOR ROADWAY VULNERABILITY ASSESSMENT – BRUNSWICK

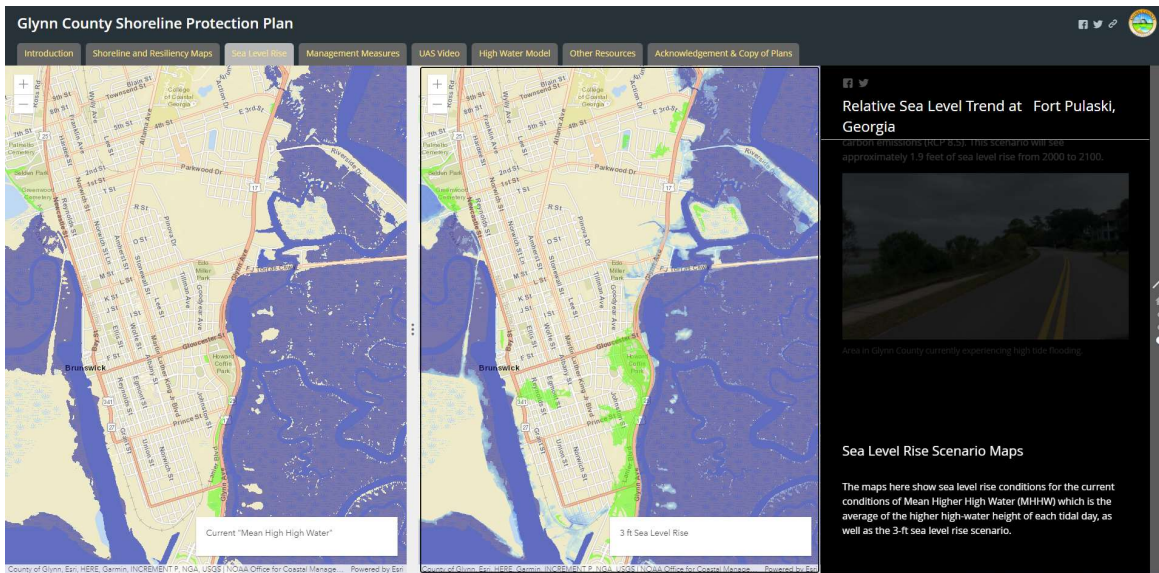


- State highways; “arterial” & “connector” streets via Glynn County GIS, roads layer
- 3-foot SLR impacts
 - Hwy 17
 - Torras Causeway intersection
 - Adjacent to the Overlook Park
 - K Street near Hwy 17
 - 4th Avenue (Hwy 341) near Newcastle Street
 - Riverside Drive (causeway)
 - Only major roadway also impacted by 2-ft SLR scenario



ArcGIS StoryMap (Education)

<https://glynn.maps.arcgis.com/apps/MapSeries/index.html?appid=62cec13255f44791b4f7bd05d14e354f>

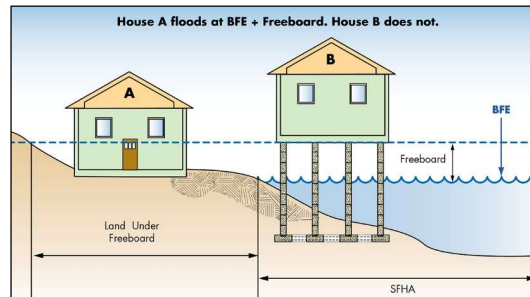


CODE/ORDINANCE DISCUSSION HIGHLIGHT



- Freeboard

- # feet above Base Flood Elevation
- Margin of safety to protect against more severe storms and increased future flood risks from rising sea levels



*Graphic from floodsciencecenter.org

FREEBOARD



- 2021 Addendum to 2017 CRS Coordinator’s Manual has set 1-foot freeboard, as minimum pre-requisite for CRS Class 8.
- All three meet this criteria

Community	CRS Rating	Effective Date
Glynn County	5	10/1/2021
City of Brunswick	6	10/1/2020
Jekyll Island	5	5/1/2017

*Data as of 10/1/2020 (FEMA)

Freeboard	No Filling Restrictions	Compensatory Storage Required	Fill Prohibited
1 foot	100	110	120
2 feet	225	250	280
3 feet	375	440	500

} CRS Points

KEY OUTCOMES FROM PHASE 2:

SEA LEVEL RISE RESPONSE & IMPLEMENTATION PLAN

1. Review of historical and recent sea level changes & future projections
 - SLR Scenario Recommendation
2. Review and assessment of critical facilities related to SLR vulnerability
 - Glynn BOC adopted as Appendix to DRRP*
3. Provide public with relevant data on SLR and this project (*StoryMap*)
4. Presentation of codes/ordinances to increase resiliency (*Freeboard*)





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Brunswick, GA

SEA LEVEL RISE RESPONSE AND IMPLEMENTATION PLAN

September 2021



Prepared by:

Goodwyn Mills Cawood, Inc.
1612 Newcastle Street, Ste. 218
Brunswick, GA 31520



Goodwyn Mills Cawood

Prepared for:

Glynn County, Georgia
City of Brunswick, Georgia
Jekyll Island Authority, Georgia



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Acknowledgement

This report was prepared by Glynn County under grant award #NA18NOS4190146 to the Georgia Department of Natural Resources from the Office for Coastal Management, National Oceanic and Atmospheric Administration. The statements, findings, conclusions, and recommendations are those of the author(s) and do not necessarily reflect the views of DNR, OCM or NOAA.



Executive Summary

As a result of back-to-back hurricane events in 2016 and 2017 and the associated damage, Glynn County partnered with the City of Brunswick and Jekyll Island Authority (JIA) to create a Shoreline Protection Implementation Plan (SPIP) that finds nature-based solutions to address future shoreline hazards and identifies vulnerabilities to sea level rise (SLR), with a focus on critical facilities and infrastructure. The first component of the SPIP was a “*Shoreline Assessment and Implementation Resiliency Plan*,” which was completed in September 2020. The second component of the SPIP is a “*Sea Level Rise Response Implementation Plan*,” which is the focus of this document.

The Shoreline Protection Task Force (“Task Force”) that was formed during the first phase of the SPIP continued their efforts and coordination for this phase. The Task Force provided feedback throughout the planning process and met four times, as detailed in **Section 1.1**.

A SLR assessment and review of flooding hazards related to SLR is the focus of **Section 2**. The following types of hazards are presented:

- Sea level rise (**Section 2.3.1**)
- Flooding (**Section 2.4.2**)
- High tide flooding (**Section 2.4.4**)
- Storm surge (**Section 2.4.5**)
- Sea level rise affecting marsh migration (SLAMM) (**Section 2.5**).

For each hazard type above, a GIS analysis was conducted on six main geographies in Glynn County:

1. Unincorporated Glynn County Mainland
2. St. Simons Island
3. Sea Island
4. Little St. Simons Island
5. City of Brunswick
6. Jekyll Island
 - An additional subset of Jekyll Island was analyzed to explore “developed” land only, per their “2014 Master Plan” GIS database.

As there is a large percentage of land within the County that is marshland and wetlands, an additional analysis was conducted to calculate the area of the hazards listed above that would impact “dry land” per the SLAMM initial conditions model. The SLAMM land cover classes of “Undeveloped Dry Land” and “Developed Dry Land” were combined in the analysis because there are many developed areas identified as “Undeveloped Dry Land” due to significant tree cover. The “dry land” analysis is presented in **Section 2.5.3** for storm surge and flood zones. These results highlight widespread long-term SLR vulnerabilities from the 1-meter (m) (3.3 feet) SLR scenario for “dry land” currently listed in the AE flood zone and Category 1 surge zone. For reference, a 1-m SLR scenario is 0.6 feet less than the NOAA intermediate scenario, which is what the recent data from 2000-2020 shows is currently being observed. In comparing current conditions to the 2100, 1-m SLR scenario, approximately 41-51% of the “dry land” currently within the Category 1 storm surge zone is projected to shift to a land cover class that is not “dry land” for each of the six geographies, with

the exception of Little St. Simons Island (86%). In addition, approximately 39-60% of the “dry land” currently in the AE flood zone is projected to shift to a land cover class that is not “dry land” for each of the six geographies except Little St. Simons Island (86%).

SLR is not specifically addressed in “*2018 Glynn County Joint Hazard Mitigation Plan Update*,” and while it is identified in the “*Brunswick-Glynn County Disaster Recovery and Redevelopment Plan (DRRP)*” as one of five primary hazards that impact Glynn County, there is little information on its effects and only three long-term goals are identified. As a result, the “*Sea Level Rise Response Implementation Plan*,” includes a SLR assessment of local, historical data and future projections at both a global and local scale in **Section 2**, an assessment of how SLR impacts critical facilities in **Section 3**, and several recommendations to enhance resiliency in **Section 4**.

As part of the critical facility assessment in **Section 3**, the following facilities were reviewed and assessed:

- Police stations (**Section 3.1**)
- Fire stations (**Section 3.2**)
- Municipal facilities including administrative offices, public works facilities, and courts (**Section 3.3**)
- Transportation facilities including airports, causeways, and major roadways (state highways, arterial, and connectors) (**Section 3.4**)
- Medical care facilities (**Section 3.5**)
- Schools (**Section 3.6**)
- Water and sewer facilities including wastewater treatment facilities (WWTF), water storage tanks, and lift stations (**Section 3.7**).

Since there are several vulnerable or historical critical facilities, floodproofing recommendations for these types of structures are included in **Section 3.8**.

As part of the Glynn County’s DRRP, Glynn County and the Brunswick-Glynn County Joint Water and Sewer Commission (BGJWSC) prepared “*Climate Resilience Adaptation Report: Long-term Climate Resilience Adaptation Strategies for the Joint Water & Sewer Commission*.” This report prioritized 154 lift stations based on storm surge condition that caused inundation, in which 61 were located in the Category 1 surge zone. A new prioritization matrix for the BGJWSC lift stations that included factors for storm surge, flood zone, SLR, and expected/design flow to incorporate regional lift stations is described in **Section 3.7.3.2**. The St. Simons Island system has the most “highest priority” lift stations, followed by the Mainland system. The North Mainland system only has one “highest priority” lift station and South Mainland system has none.

Recommendations and considerations from the critical facility assessment are highlighted in **Section 4** by jurisdiction. Based on the critical facility assessment, it was identified that the City of Brunswick’s central hub along Gloucester and Mansfield Streets is in a vulnerable area in terms of storm surge and SLR, so relocation or floodproofing of historical structures is recommended. There are a number of major roadways in each jurisdiction that were identified as vulnerable to SLR, so it was recommended to focus on segments vulnerable to 3-ft SLR scenario and to also consider adjacent segments vulnerable to 4-ft SLR scenario. Due to ownership, many of these roadways will

require Georgia Department of Transportation (GDOT) or state coordination. The WWTFs on St. Simons Island, Jekyll Island, and City of Brunswick were identified as requiring floodproofing due to low-lying elevations. Lastly, there are a number of projects on each jurisdiction's Capital Improvement Plan that are in areas that have vulnerability to SLR, so it is recommended that these jurisdictions review the SLR projections and incorporate elevation recommendations from this plan to increase resiliency. **Section 4** also includes recommendations for other projects and studies that can further increase the County's resiliency to future impacts of SLR, including ordinance updates for freeboard requirements, long-term monitoring of sea levels locally, modeling the combination of storm surge with SLR, and modeling stormwater outfalls and vulnerable neighborhoods.

4. Summary and Recommendations for Implementation

Based on the SLR Assessment presented in Section 2, the recommendation of this study is to follow the NOAA intermediate-high scenario for any new City, County, and JIA infrastructure projects or any retrofits/repairs. This provides an added measure of safety for these important critical facilities. In comparison to other local SLR Plans, the City of St. Marys and City of Tybee Island followed the recommendations for the intermediate-high scenario.

Since recent SLR data, starting in 2000, is currently trending towards the NOAA intermediate scenario, it is recommended that private infrastructure projects and improvements consider this scenario as a minimum. One of the most expedient ways to ensure that future private development considers the NOAA Intermediate SLR scenario is through increasing the freeboard requirements.

Since the planning horizon for new buildings is typically 50 years, this would result in looking to the 2070 SLR projections for the planning horizon, which is 3.4 feet for the intermediate-high scenario and 2.4 feet for the intermediate scenario. As it was mentioned that freeboard could be used to increase resiliency for private structures, it is recommended that local jurisdictions increase their freeboard requirement to at least 2 feet. However, if local jurisdictions wish to ensure that future development is protected from the NOAA Intermediate SLR projection of 2.4 feet, a freeboard of 3 feet should be considered.

Glynn County currently operates on a 20-year Capital Improvement Plan (CIP), where the status is reviewed every 5 years and the CIP is updated every 10 years. For a 20-year programming horizon, the highest priority projects that should be addressed are those that would be impacted by the 2040 SLR projections, which is 1.5 feet for the intermediate-high scenario. Regardless of which projects are vulnerable to the 2040 SLR projections, all projects in the CIP should consider the 2070 SLR projections for any new construction or substantial repairs/upgrades.

The highlights of the recommendations and considerations from the Critical Facility Assessment, presented in Section 3, are described by jurisdiction in the list below.

- All Jurisdictions
 1. For causeways and major roadways, it is recommended to focus on segments vulnerable to 3-ft SLR scenario and to also consider adjacent segments vulnerable to 4-ft SLR scenario. Much of the impacted segments other than those on St. Simons Island will require GDOT or state coordination.
 - Based on arterial, connector, and state highways in Glynn County, there are 3.15 miles affected at the 3-ft SLR scenario, 11.76 miles at 4-ft, and 20.47 miles at 5-ft. A little under one-half of the total length impacted at the 3-ft SLR scenario is on St. Simons Island. Jekyll Island has the least length impacted at the 3-ft and 4-ft SLR scenarios, but it increases to 2nd at the 5-ft SLR scenario.
- Brunswick
 1. Pursue floodproofing for historic facilities and other critical facilities as there are plans for renovations and upgrades.

2. The City's central hub along Gloucester and Mansfield Streets is in a vulnerable area in terms of storm surge and SLR. This includes the fire station, police station, Old City Hall, and City Hall. While Old City Hall and City Hall should pursue floodproofing options, the City may want to consider relocation or adding an additional joint police/fire station in an area of the City that is at a higher elevation. There are a few areas in the City with Category 3 surge rating, but in order to stay centralized in the City limits, there is a potential location to the north of the City, in the vicinity of K to P Streets and Hwy 341 to Norwich Streets. Another option is to pursue a location within a Category 2 Surge area that is located in an X Zone.
 3. Coordinate with GDOT to address low-lying elevations along Hwy 17 and pursue implementation of tide gates for outfalls under Hwy 17.
 4. Begin planning to address low-lying areas of Riverside Drive and the causeway to that neighborhood, as the causeway is impacted at the 2-ft SLR scenario, which is the most pressing condition for any arterial or connector in the entire County.
- JIA
 1. During the design of JIA's planned Fire/EMS Facility, elevations should be reviewed closely, as considerable fill will be needed at this site. JIA may want to consider an alternate, nearby location along North Beachview Drive that has higher elevations.
 2. Begin planning to address low-lying elevations of South Riverview Drive and Clam Creek Road and set South Riverview Drive as a higher priority.
 3. Pursue floodproofing for historic facilities, the WWTF, and other critical facilities as there are plans for renovations and upgrades.
 - Glynn County
 1. Coordinate with GDOT for upgrades to low-lying elevations along Hwy 17, Hwy 303, and F.J. Torras Causeway.
 2. Pursue floodproofing for historic facilities and other critical facilities as there are plans for renovations and upgrades.
 3. Glynn County has identified a need to study and design the St. Simons Island Gateway and to conduct an assessment and renovation design for the County Courthouse. When these projects move forward in the future, they should consider SLR impacts in the design, as both are in areas vulnerable to flooding from surge and SLR.
 - BGJWSC
 1. Assess the Highest Priority, High Priority, and Medium Priority lift stations and survey elevations as needed to determine which need protection measures identified in Section 3.9 are needed.
 2. Pursue floodproofing for Academy Creek and Dunbar Creek WWTF.

Additional projects to increase SLR resiliency are presented below and described in Table 4.1:

- Key Transportation Route
 - The Task Force discussed a Key Transportation Route for recovery after storms, but an official and formal system/map is needed to connect key facilities (e.g., fire stations, major lift stations, airports, etc.). If there are any vulnerable, low-lying areas along this route; upgrades should be prioritized here.
- Ordinance Updates: Freeboard Requirements
 - It is recommended that local jurisdictions increase freeboard to 2 feet.
 - It is suggested that local jurisdictions consider 3 feet and requirements in the “X 0.2%” flood zone, similar to Camden County’s recently updated flood ordinance.
- Hydrologic and Hydraulic (H&H) Modeling/Masterplanning for Areas with Neighborhood Flooding
 - Retrofit low-lying stormwater infrastructure to prevent flooding from tidewater backflow. Options include: tide control, regional detention or green infrastructure options upstream. Several low-lying neighborhoods were identified during both phases of this project.
- Education/Outreach to the Public and Other Entities
 - Share outcomes of this plan, the ArcGIS StoryMap and datasets with SGHS, Glynn County Board of Education, BGJWSC, Georgia Power, Georgia Ports Authority, Railroad, and the general public, by making this information available on Glynn County’s website.
- Sea Level Rise Study for CRS Credit
 - The County and JIA are currently a CRS Class ‘5’, and the City is a ‘6’. The prerequisite to attain a Class ‘4’, which is the next step for both the County and JIA, is a Watershed Management Plan or Sea Level Rise Study. GMC recently completed a Coastal Incentive Grant project with Dr. Jason Evans from Stetson University and Chatham County and City of Savannah to allow them to pursue a Class ‘4’ using a Sea Level Rise Study. The review of the Sea Level Rise Study is currently underway with ISO, and if it proves to be successful, this approach is recommended for each jurisdiction within Glynn County. The only additional requirement for these three jurisdictions is that they will need invert elevation data of all stormwater outfalls.
- Sea Level Sensor Project – Grant Application.
 - In 2018, Chatham County kicked off a smart sea level sensor pilot program in coordination with Georgia Tech, and they currently have 55 sensors deployed. Georgia Tech has recently started another pilot project with Camden County.
 - Participating in this program could provide good information for estuary modeling as well as local rates of SLR; however, it comes with a cost to the County. The Task Force should explore potential funding sources and partnerships with coastal counties since Camden and Chatham are already participating.
- Review of Other Model Ordinances and Resilient Building Codes
 - All three jurisdictions are at different stages of code/ordinance updates, so it is recommended to review the UGA Carl Vinson “Enhancing Coastal Resilience with Green Infrastructure” model ordinances related to resiliency and Appendix N of the

Georgia State International Building Codes to determine if any are suitable for inclusion in revisions.

- Plan Updates
 - It is recommended to include this plan as an Appendix to the County’s DRRP.
 - It is also recommended to include the information presented herein on Sea Level Rise Assessment and Critical Facility Assessment to update the County’s Hazard Mitigation Plan, when it is next updated.
 - Future Comprehensive Plan Updates and other community plans should review and include recommendations from this plan.
- Modeling Storm Surge + Sea Level Rise Scenarios
 - The U.S. Army Corps of Engineers is currently working on a project to model conditions for storm surge plus SLR. This dataset could be particularly useful for relocating and designing new critical facilities, as well as identifying which of the land that is currently “X 0.2%” flood zone would be more vulnerable and likely to shift to the AE flood zone first, thus needing additional measures of protection.
- Marsh Migration Protection
 - It is recommended to continue the thin layer placement study on Jekyll Island and expand to other locations in the County to explore beneficial reuse of dredge material.
 - Pursue protection of future marsh migration areas by developing a list of important properties to protect.

Table 4.1. Outline of Additional Plan Recommendations

Project	Timeframe	Priority	Funding Source
Key Transportation Route	Near-term 0-3 years	High	Staff time
Ordinance Updates; Freeboard	Near-term 0-3 years	High	Staff time
H&H Modeling/Masterplanning for Areas with Neighborhood Flooding	Near-term 0-3 years	High	FEMA BRIC, CDBG
Education/Outreach to the Public and Other Entities	Near-term 0-3 years	High	Staff time
Sea Level Rise Study for CRS Credit	Near-term 0-3 years	Intermediate	Coastal Incentive Grant
Sea Level Sensor Project – Grant Application	Near-term 0-3 years	Intermediate	Coastal Incentive Grant, NFWF, NSF
Review of Other Model Ordinances and Resilient Building Codes	Near-term 0-3 years	Intermediate	Staff time (<i>share with consultants</i>)
Plan Updates	Near-term & Intermediate 0-7 years	High	Staff time, GEMA/HS
Model Storm Surge + SLR Scenarios	Intermediate 4-7 years	Intermediate	Army Corps
Marsh Migration Protection	Intermediate 4-7 years	Intermediate	Army Corps, NFWF

ORDINANCE 1073

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 HEREBY ORDAINS.

SECTION ONE

The petitions of Viper Brunswick LLC dated July 12, 2021 seeking to have a 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. § 36-36-20, 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.

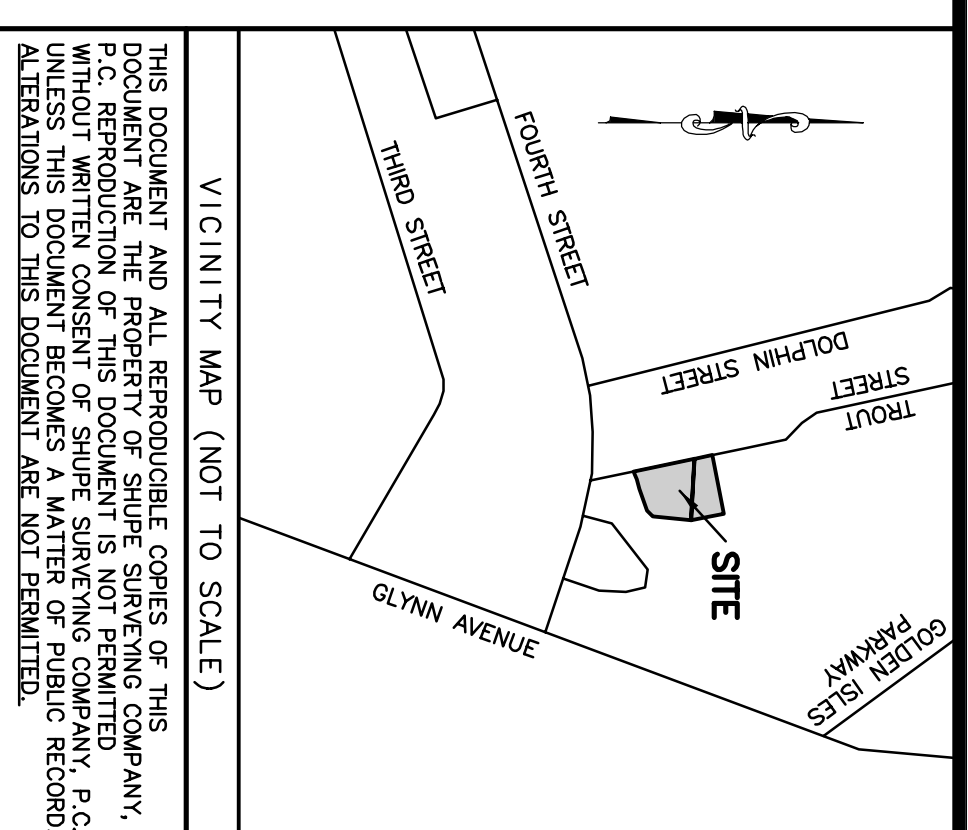
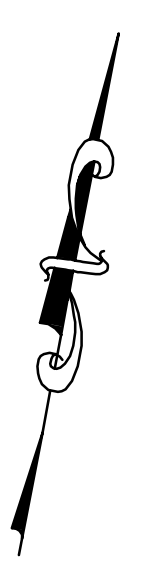
SECTION FOUR

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

**So ordained by the City Commission of Brunswick this the 17th day of November,
2021.**

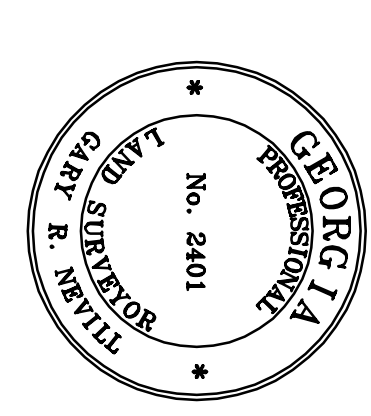
Cornell L. Harvey, Mayor

Attest: _____
Naomi D. Atkinson, City Clerk



VICINITY MAP (NOT TO SCALE)

LEGEND:	
CHP	CHIPPED IRON REBAR FOUND
GR	GRAVEL (SEE PLAN)
IRP	IRON REBAR FOUND
NR	NON MONUMENTED CORNER
NMC	NON MONUMENTED CORNER
P.O.B.	POINT OF BEGINNING
W	WATER METER
3'±	SPOT ELEVATION
○	UTILITY POLE
□	CONCRETE
▭	BUILDING
▨	ASPHALT
▩	WOOD DECK
○	OVERHEAD UTILITIES
○	UNDERGROUND CABLE LINE
---	UNDERGROUND POWER LINE
---	UNDERGROUND GAS LINE
---	CONTOUR LINE

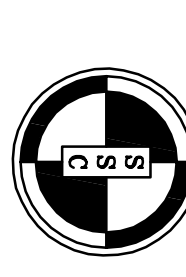


GARY R. NEVELL, GA. P.L.S. # 2401

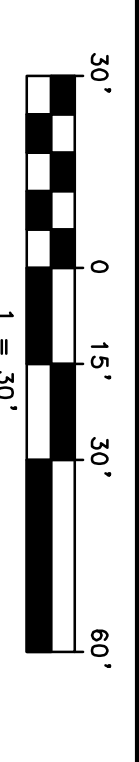
NO.	REVISION	BY	DATE

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.
9827 DABEN HIGHWAY
BRUNSWICK, GA 31525
912-265-0662
CERTIFICATE OF AUTHORIZATION: LSR317



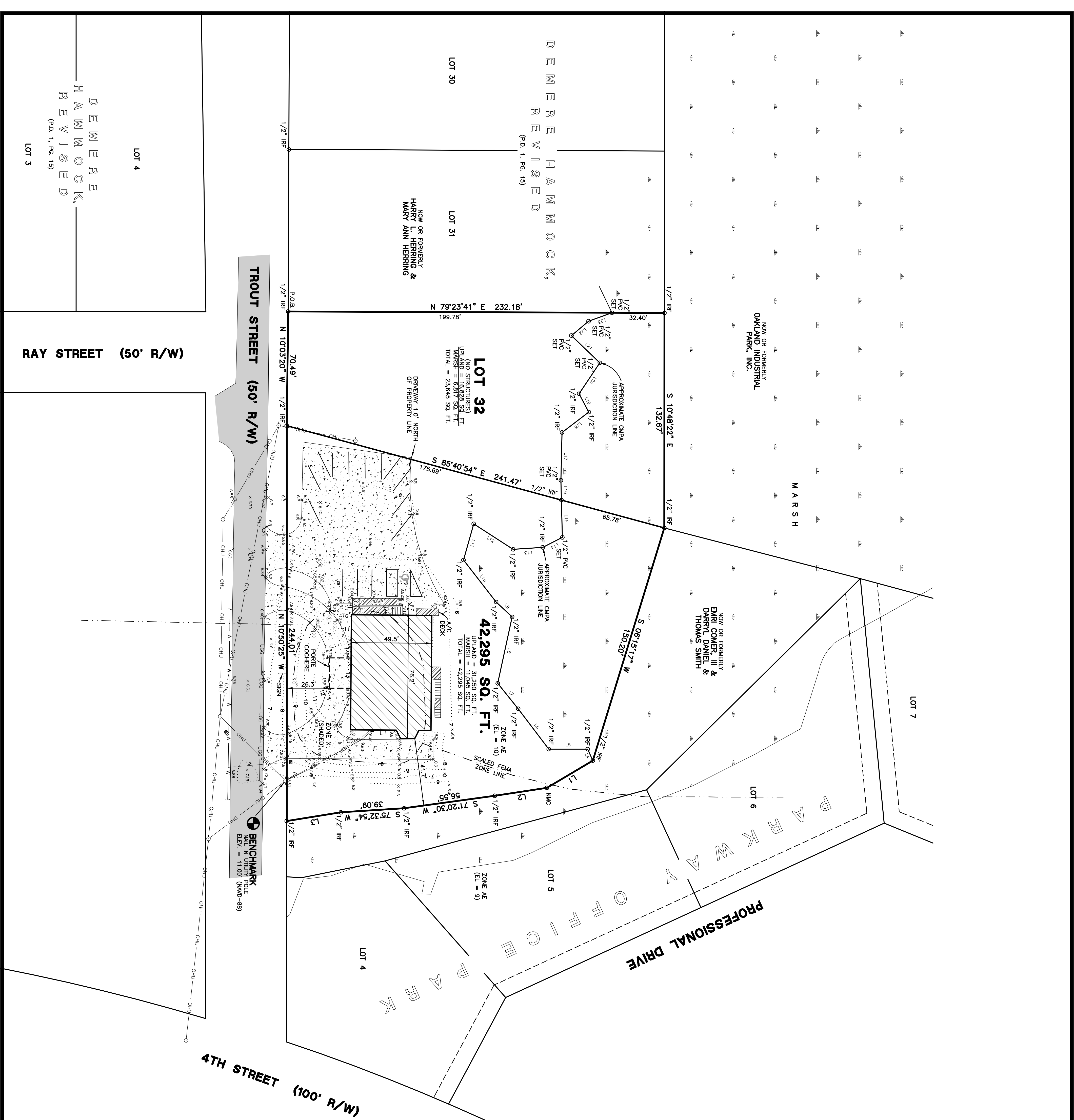
SCALE: **1" = 30'**
FILE: 20376
DRAWN BY: JCH
DRAWING: 20376-2
CREW CHIEF: RPS
SHEET: 1 OF 1

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:

1. REFERENCES:
A. PLAT BY THIS FIRM TITLED "42,276 SQ. FT. PROPERTY ON TROUT STREET", DATED 10/04/01.
B. PLAT BY G.P. UNDERWOOD, JR., GA. P.L.S. # 19271, TITLED "PARKWAY OFFICE PARK, FINAL PLAT", DATED 01/01/93.
C. PLAT BY D.D. HAYES TITLED "DEMERE HAMMOCK, REVISED", DATED 08/20/54, RECORDED IN PLAT DRAWER 1, PAGE 15.
10.; THIS IS NOT A BOUNDARY SURVEY.
2. BEARINGS SHOWN ON THIS SURVEY ARE BASED ON A PLAT BY D.D. HAYES. (SEE REFERENCE 10.); THIS IS NOT A BOUNDARY SURVEY.
3. FIELD EQUIPMENT USED FOR THIS SURVEY: GEOMAX ZOOM 90.
4. 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.
5. 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.
6. THE ADJOINING LAND OWNERS AND CURRENT OWNERSHIP OF THE SUBJECT PROPERTY SHOWN ON THIS SURVEY WERE TAKEN FROM THE GLYNN COUNTY GIS WEBSITE (WWW.GIPUBLICLINE/GIS/OWN/). THE GIS WEBSITE INDICATES THE CURRENT OWNER IS VIPER BRUNSWICK, LLC. (DEED BOOK 4318, PAGE 64).
7. ACCORDING TO FLIARM MAP NO. 131372C, PANEL 0235H, 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 A BASE FLOOD ELEVATION OF 10.56' (N.M.D.-89) OR LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE.
8. 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 SITED AS PART OF THIS PRODUCT.
9. THIS PROPERTY IS SUBJECT A THE 15' GLYNN COUNTY DEVELOPMENT SETBACK AS MEASURED FROM THE COASTAL MARSHLANDS PROTECTION ACT (CMPA) JURISDICTION LINE.
10. THIS PROPERTY MAY BE SUBJECT TO A 25' BUFFER FROM THE CHPA JURISDICTION LINE.
11. THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A FULL TITLE EXAMINATION.
12. ELEVATION DATA SHOWN HEREON WAS OBTAINED IN FROM N.G.S. MONUMENT B-150 (70-BR021), ELEVATION = 10.56' (N.M.D.-89).



DEMERE HAMMOCK,
REVISED
(P.D. 1, PG. 15)

RAY STREET (50' R/W)

4TH STREET (100' R/W)

OFFICIAL MINUTES
COMMISSION OF THE CITY OF BRUNSWICK, GEORGIA
REGULAR SCHEDULED MEETING
WEDNESDAY, NOVEMBER 3, 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/91797189705>

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

ABSENT: Commissioner Julie Martin

CALL TO ORDER: Mayor Harvey - *meeting began at 6:05 p.m.*

INVOCATION: Pamela Bailey

PLEDGE OF ALLEGIANCE – *Recited by all in attendance in person at 1229 Newcastle Street*

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*)

Director of Planning, Development and Codes John Hunter gave an overview of the above-referenced petitions. He stated staff and the Planning and Appeals Commission recommended approval of the above-referenced rezoning and annexation. He also advised that before rezoning could be considered, staff must advertise for the proposed annexation ordinance and both petitions referenced above would be placed on the November 17, 2021 commission agenda for consideration.

Mayor Harvey opened the floor to anyone wanting to speak in favor or opposition of the above-referenced petition.

No one came forth to address the commission.

Commissioner Williams made a motion to have staff move forward with advertisement of the the proposed annexation ordinance and have approval consideration for the rezoning and annexation placed on November 17, 2021 commission meeting agenda; seconded by Mayor Pro Tem Harris.

Motion passed unanimously by a vote of 4 to 0.

ADDENDUM TO AGENDA

**

Commissioner Williams made a motion to add as item number two~a (2a) “Consider Approval of an Easement Agreement for a portion of Oak Place located at 713 Carpenter Street.”; seconded by Mayor Pro Tem Harris. Motion passed unanimously by a vote of 4 to 0.

**

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

Mayor Harvey opened the floor to anyone wanting to speak in favor or opposition of the above-referenced new alcohol beverage license.

No one came forth to address the commission.

Commissioner Williams made a motion to approve the above-referenced new alcohol beverage license; seconded by Commissioner Cason. Motion passed unanimously by a vote of 4 to 0.

2a Consider Approval of an Easement Agreement for a portion of Oak Place located at 713 Carpenter Street. *(B. Corry)*

Commissioner Williams made a motion to approve the above-referenced agreement; seconded by Mayor Pro Tem Harris. Motion passed unanimously by a vote of 4 to 0.

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)*

Mayor Pro Tem Harris made a motion to approve the above-referenced minutes; seconded by Commissioner Williams. Motion passed unanimously by a vote of 4 to 0.

4. Consider Approval of Financial Reports as of September 30, 2021. *(K. Mills)*

Commissioner Williams made a motion to approve the above-referenced reports as submitted; seconded by Mayor Pro Tem Harris. Motion passed unanimously by a vote of 4 to 0.

5. Consider Approval of Enterprise Zone Incentives in the Central Business District Enterprise Zone for 201 Gloucester Street. *(M. Hill)*

Commissioner Williams made a motion to defer consideration of the above-referenced item until December 1, 2021 commission meeting; seconded by Mayor Pro Tem Harris. Motion passed unanimously by a vote of 4 to 0.

~ Reverend Zack Lyde, 2709 Bartow Street, expressed his concerns regarding enterprise zones. ~

6. Consider Approval of Health Insurance Renewal for City Employees Benefit Plan. *(R. McDuffie)*

Commissioner Cason made a motion to approve the above-referenced health insurance renewal; seconded by Mayor Pro Tem Harris. Motion passed unanimously by a vote of 4 to 0.

APPOINTMENT(S)

7. Board *(N. Atkinson)*

I. Tree Board – One Appointment

Commissioner Cason made a motion to reappoint Joanna Lee to the above-referenced board until October 2024; seconded by Commissioner Williams. Motion passed unanimously by a vote of 4 to 0.

EXECUTIVE SESSION

Commissioner Williams made a motion to hold an executive session to discuss litigation; seconded by Mayor Pro Tem Harris. Motion passed unanimously by a vote of 4 to 0.

RECONVENE FROM EXECUTIVE SESSION

Mayor Harvey announced no action was taken.

Commissioner Williams made a motion to adjourn; seconded by Mayor Pro Tem Harris. Motion passed unanimously by a vote of 4 to 0.

MEETING ADJOURNED – *meeting adjourned at 8:03 p.m.*

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

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



**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: 11/17/21

PURPOSE: See attached Staff Report

HISTORY:

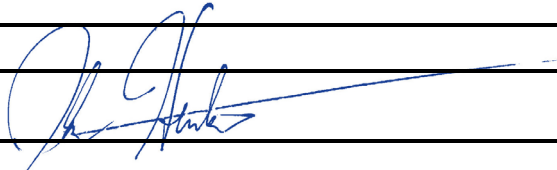
FACTS AND ISSUES:

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:



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**

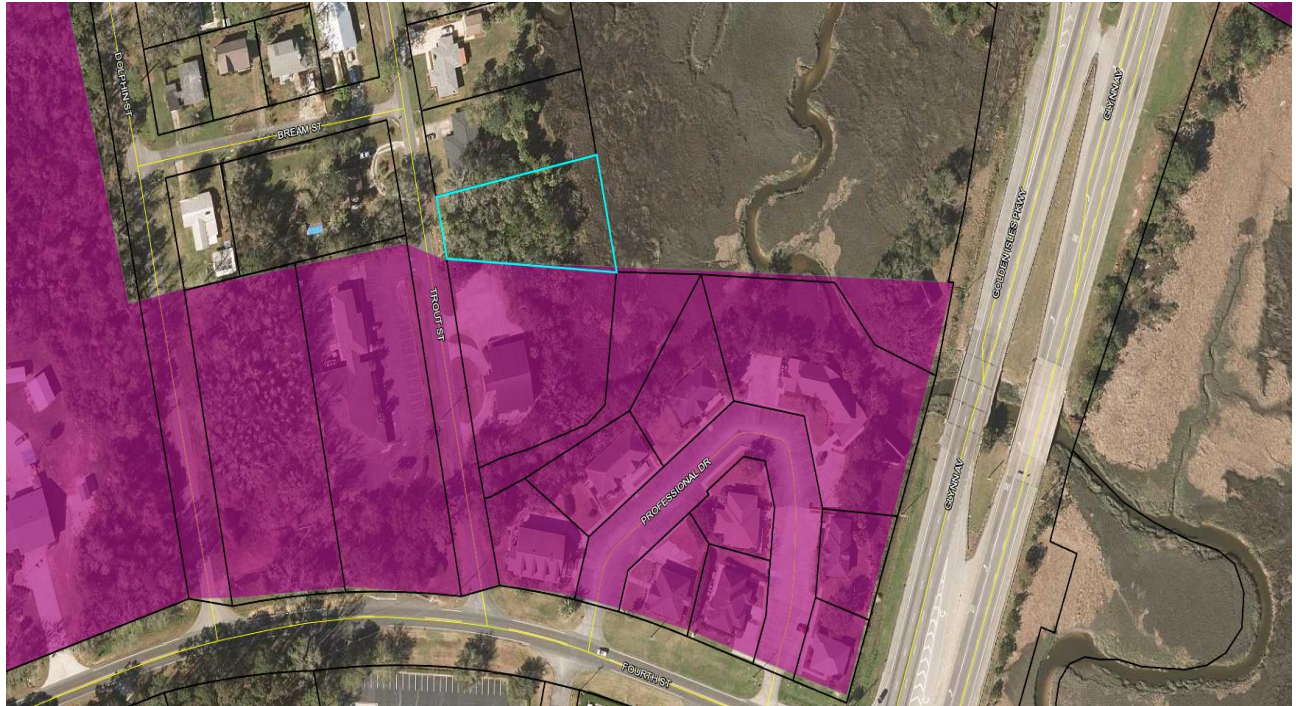
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Requested Land Use Approvals

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).

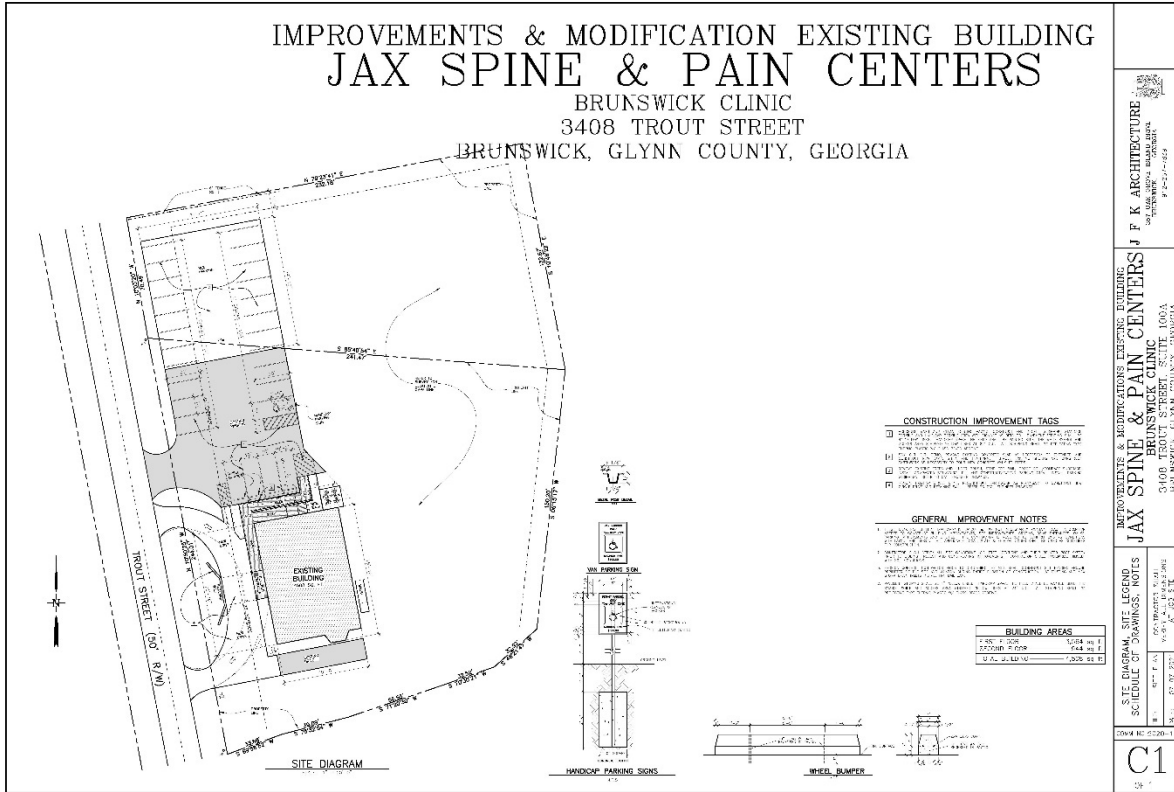


Location map

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)

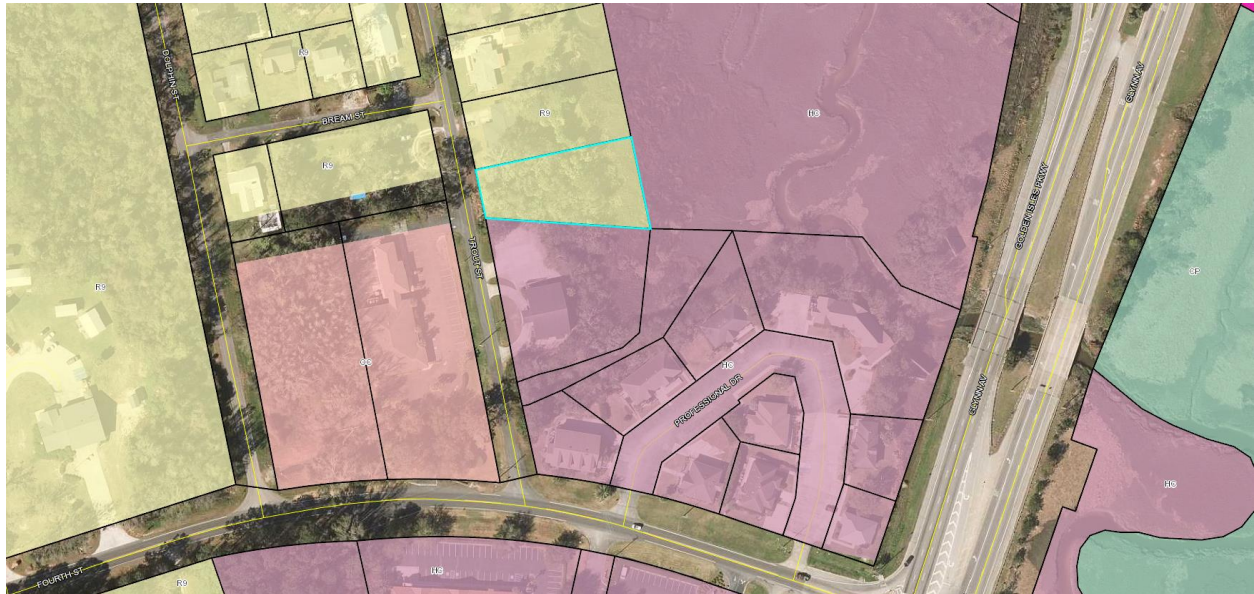
Proposed Annexation

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.

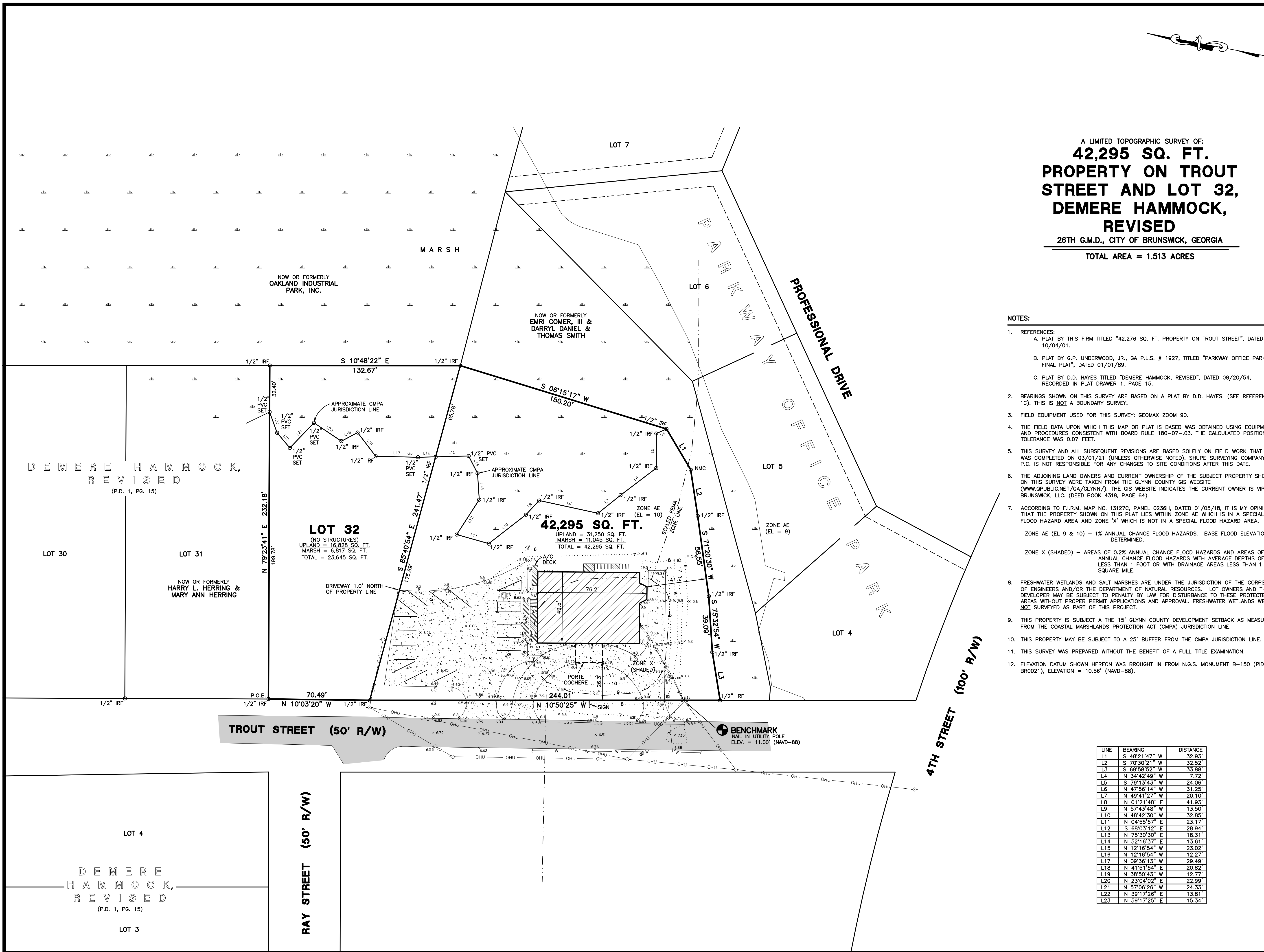
This is a request for a **REZONING** to the Official Zoning Ordinances of the City of Brunswick. Please read Article XXIII of Zoning Ordinance which applies to your proposal.

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.

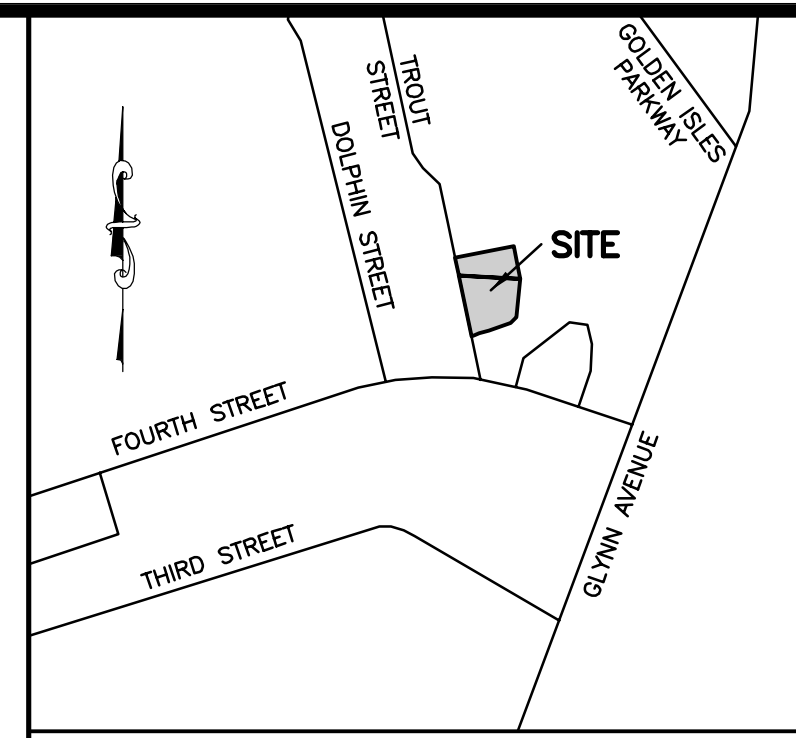
Signed: [Signature] Date: 7/12/21

(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

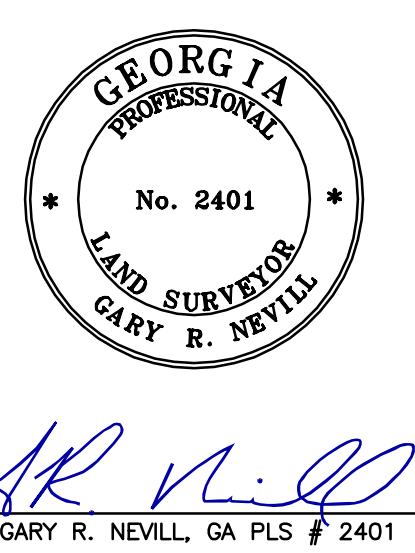
- NOTES:**
- REFERENCES:
 - PLAT BY THIS FIRM TITLED "42,276 SQ. FT. PROPERTY ON TROUT STREET", DATED 10/04/01.
 - PLAT BY G.P. UNDERWOOD, JR., GA P.L.S. # 1927, TITLED "PARKWAY OFFICE PARK, FINAL PLAT", DATED 01/01/89.
 - PLAT BY D.D. HAYES TITLED "DEMERE HAMMOCK, REVISED", DATED 08/20/54, RECORDED 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).



VICINITY MAP (NOT TO SCALE)

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

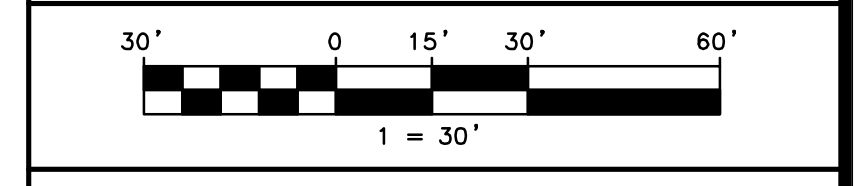


NO.	REVISION	BY	DATE

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 DATE 03/04/2021
 DRAWING 20376-2 DRAWN BY JCH
 SHEET 1 OF 1

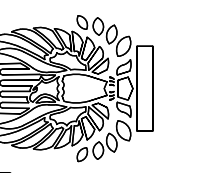
LINE	BEARING	DISTANCE
L1	S 48°21'47" W	32.93'
L2	S 70°30'21" W	32.52'
L3	S 89°58'52" W	33.88'
L4	N 34°42'48" W	7.72'
L5	S 79°13'43" W	24.06'
L6	N 47°56'14" W	31.25'
L7	N 49°41'27" W	20.10'
L8	N 01°21'48" E	41.93'
L9	N 57°43'48" W	13.50'
L10	N 48°42'30" W	32.85'
L11	N 04°55'57" E	23.17'
L12	S 68°03'12" 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, 3/10/2021 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



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

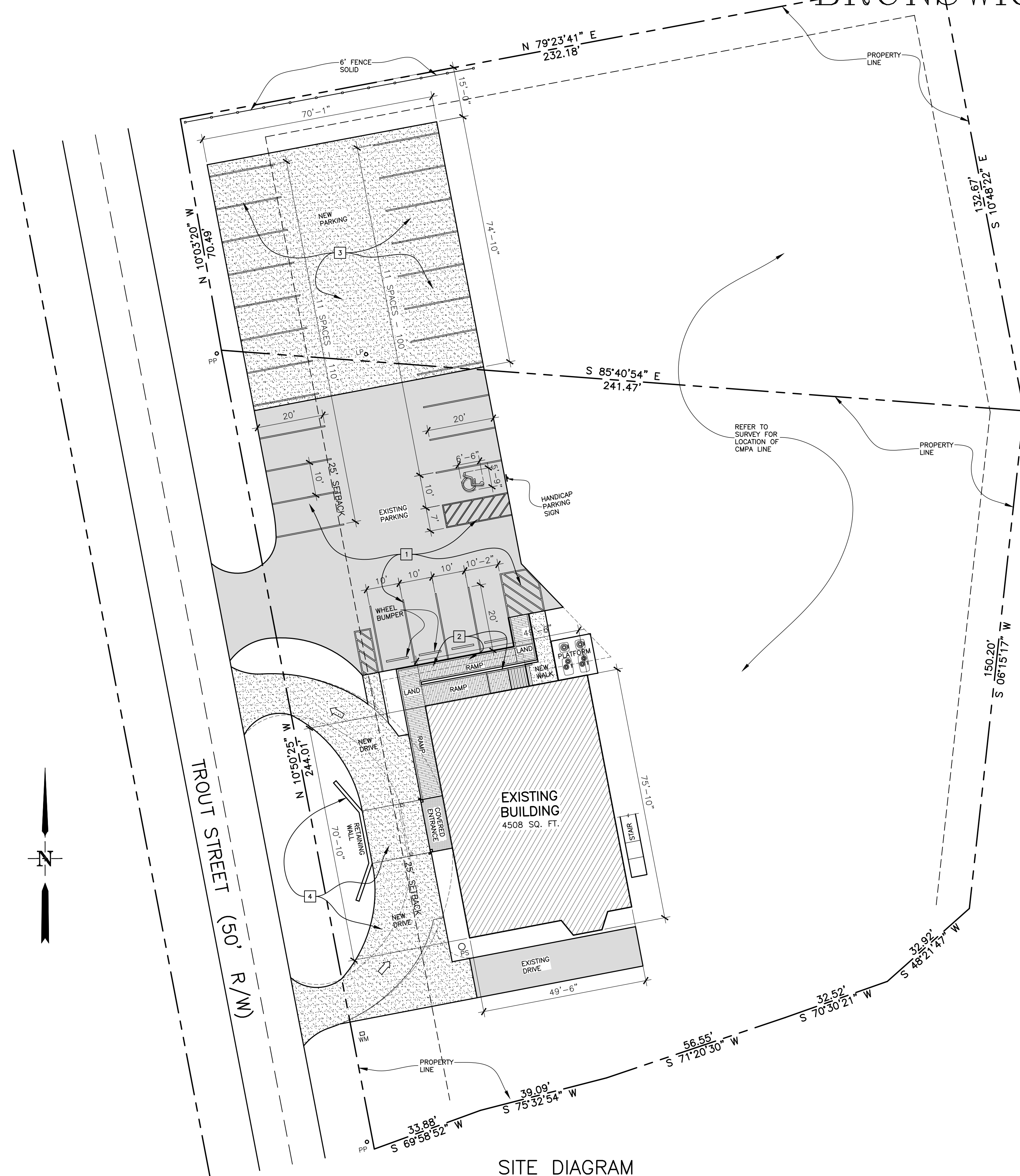
CONTRACTOR SHALL
VERIFY ALL DIMENSIONS
AT JOB SITE

FILE: SITE PLAN
DATE: 07 07 2021

COMM NO.:2020-19

C1

OF 1



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

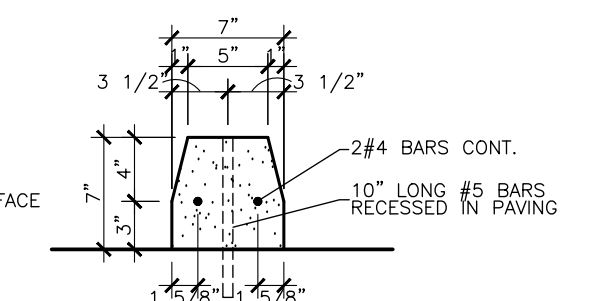
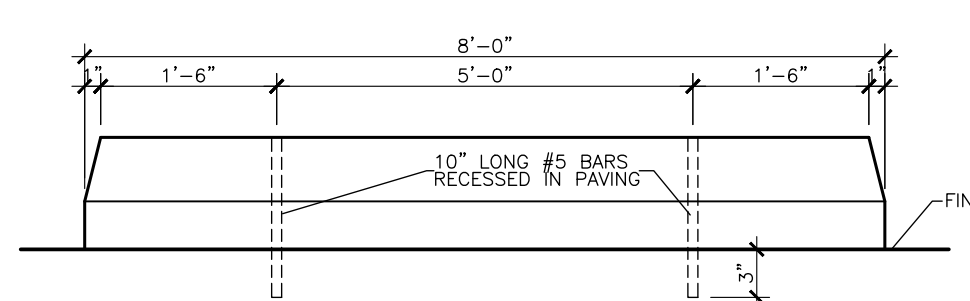
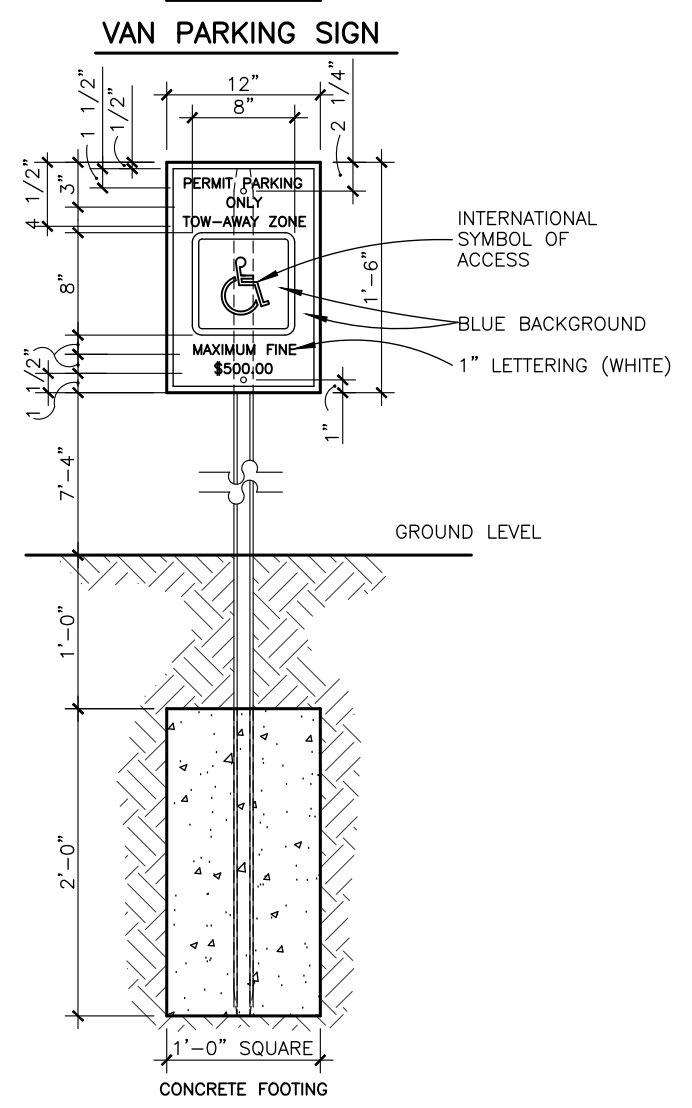
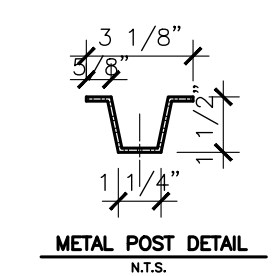
CONSTRUCTION IMPROVEMENT TAGS

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



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

Alcohol Beverage License Renewal List

Name of Business	Business Owner/Manager	Business Address	Permit Type
King & Prince Seafood Corp.	Owner/Manager: Patricia Gilreath	1 King & Prince Blvd. Brunswick, GA	Food Preparation – beer, wine, Liquor
Walgreens #10266	Manager: Adam Lochstampfor	101 Torras Dr. Brunswick, GA	Retail sale of beer & wine
Walgreens #7848	Manager: Brittany Lochstampfor	4575 Altama Ave. Brunswick, GA	Retail sale of beer & wine
Friendly Express Inc #54	Owner: David Turner Manager: Cheryl Butler	2401 Gloucester St. Brunswick, GA	Retail sale of beer & wine
Jack's Citgo	Owner/Manager: Ketul Patel	3424 Cypress Mill Rd. Brunswick GA	Retail sale of beer & wine.
Friendly Express Inc. #70	Owner: David Turner Manager: Cheryl Butler	3319 Glynn Ave. Brunswick, GA	Retail sale of beer & wine
Marshside Grill	Owner: Marc Mercer Manager: George Warwick	1200 Glynn Ave.	On premise consumption of beer, wine, and distilled spirits with Sunday sales
Longhorn Steakhouse	Owner: Corporate/Manager: Charles Silliman	1000 Glynn Isles Parkway.	On premise consumption of beer, wine, and distilled spirits with Sunday Sales.
Fancy Q Sushi Bar & Grill	Owner: Jinzhu Zhang Manager: Meina Qiu	3350 Cypress Mill Rd. Brunswick, GA	On premise consumption of beer and wine.
Hwang Keum Jung	Owner/Manager: Tok Sun Ha	3421 Cypress Mill Rd. -9 Brunswick, GA	On premise consumption of beer, wine, and distilled spirits with Sunday sales.
Discount Liquors	Owner: Anish Patel Manager: Dineshkumar Patel	1507 Gloucester St. Brunswick, GA	Retail sales of beer, wine, and distilled spirits.
Gibson's Beverage Center AKA: JP's Liquor	Owner: James Gibson Manager: Russell Cope	3304 Glynn Ave. Brunswick, GA	Retail sale of beer, wine, and distilled spirits.
Golden Isles Liquor	Owner/Manager: Hasmukhbhai Patel	1919 Glynn Ave. Ste. 116 Brunswick, GA	Retail sale of beer, wine, and distilled spirits
RENEWALS WITH VIOLATIONS			
Snappy Food Mart	Owner: Vimalben Trivedi	2905 Glynn Ave. Brunswick, GA	Retail sale of beer & wine



SUBJECT: 2017 Community Development Block Grant – DR

COMMISSION ACTION REQUESTED ON: November 17, 2021

PURPOSE:

To submit a joint 2017 Community Development Block Grant –DR application with the Glynn County Board of Commissioners to improve the storm water drainage issues currently affecting the College Park Neighborhood and adjacent areas. The grant is due to the Georgia Department of Community Affairs on January 14, 2022.

HISTORY:

Department of Housing and Urban Development (HUD) appropriated \$16,500,000 in 2017 Community Development Block Grant –Disaster Recovery (2017 CDBG-DR) funds to the State of Georgia in response to two tornadoes occurring in January 2017 (DR-4294 and DR-4297) and Hurricane Irma (DR-4338). HUD chose the Georgia Department of Community Affairs to manage and allocate these mitigation funds through a competitive grant application process. Three most impacted areas are eligible to submit grant applications and all funds must be used to help fund projects related to DR-4338 or DR-4294.

Through extensive analysis, data collection, and an existing multi-jurisdictional storm water partnership, City and County staff identified the College Park storm water drainage project and adjacent areas as a potential CDBG-DR project. The storm water drainage system is in the 31520-zip code, which is mostly in the City limits, but also includes some County areas and was identified as one of three Most Impacted and Distressed (MID) zip codes by FEMA and HUD.

Work Completed in this project thus far: in June 2017, the City of Brunswick and Glynn County entered into an agreement to hire an engineering firm to model, evaluate and provide recommendations to address drainage issues in the College Park drainage basin. The City of Brunswick hired EMC Engineering Services, Inc. to conduct the described work. The inter-governmental agreement was created to provide a means for the County and the City to share the costs of the design and planning phase of the basin improvements. Given the basin is comprised of both City and County areas, the summary below shows the joint efforts done by both jurisdictions:

- 2016- City and County allocated funds in the SPLOST 2016 referendum to address drainage issues in the basin
- June 2017 – The City and County enter into an agreement to hire EMC Engineering to study the drainage in the basin and conceptualize option for addressing the drainage issues.

- Late 2017- EMC Engineering services explored options for addressing drainage issues in the basin which were evaluated based on cost and probability of success.
- Early 2018 – EMC completed the report and it was presented to the City and County Boards, presenting the four-phase approach to providing a backbone of drainage infrastructure in the basin.
- 2018-2019 – Discussions were underway with GDOT regarding the use of the SR 25 Spur right-of-way to accommodate phase 1 planned outfall. EMC has been refining the plan to reflect the requirements of GDOT.
- 2021 – Pursuing additional funds to help pay for the final engineering, design, permitting and construction support for all four phases of the project.

The intent is to continue to partner with Glynn County and have the County serve as the lead applicant in this application. This will allow enough cash flow to the project and alleviate any unnecessary burden to the City of Brunswick. MOU attached.

FACTS AND ISSUES:

The College Park Neighborhood suffers from continued flooding during severe rain events. The requested funding will allow the City and the County to move forward with the storm water drainage improvements to the College Park drainage basin. The work will improve the area's infrastructure resiliency by allowing for a greater flow of storm water to drain from the neighborhood and thus eliminating or reducing flood levels in this community.

BUDGET INFORMATION:

The project is divided into four phases. The improvements are primarily to the College Park neighborhood and the area located to the west of Altama Avenue. The improvements consist of a) widening the existing ditches and upsizing culverts, and b) construction of a new outfall along Golden Isles Parkway. The storm water drainage study conducted by EMC proposed that improvements to the system be divided into four phases:

Phase I (highlighted in red) Construction of 4,380 ft. of new triple 10' x 4' box culverts along the south side of Golden Isles Parkway from the College Park neighborhood to the marsh near Highway 17; Regrade ditch to the SR 25 SPUR; Regrade existing canal to a 20 ft. bottom width to allow for positive drainage; Remove existing 48" RCP under Altama Avenue and replace with 120 ft. of double 7' x 4' box culvert.

Phase II (highlighted in orange) widen the 400 ft. of ditch from 5 ft. to 8 ft. bottom width and line with concrete; remove existing 18" CMP and install 500 ft. of double 19'x30 ERCP; remove existing 15" CMP and install 115 LF of double 24" RCP; widen 1070 ft. of ditch from 5 ft. to an 8 ft. bottom width and line with concrete; install 300 ft. of 42" RCP; install 175 ft. of 6'x4' box culvert; install 860 ft. of double 10" x30" ERCP; clean existing ditch and grade for positive drainage; remove existing 15" CMP and install 205 ft. of 24 RCP; and remove existing 15" CMP and install 320 ft. of 24" RCP.

Phase III (highlighted in green) replace existing 48" RCP along Altama Avenue with 650 ft. of 2 – 7' x 4' box culverts; widening 1,100 ft. of existing drainage ditch from a 3ft. bottom width to a 15ft. bottom width line and grade for positive drainage; replace existing 18" RCP with 200 ft. of 3-30" RCP and 60 ft. of 2-36" RCP; replace existing 36" RCP under Cypress Mill Road with 75 ft. of 7' x 3' box culvert.

Phase IV: (highlighted in purple) Improve 3,180 ft. of existing roadside ditch and culvert improvements. This will include grading 2760 ft. of ditches from bottom width of 2 ft. to a minimum bottom width of 5.5 ft. and replacing 420 ft. of 18" – 30" diameter culverts with double 36" culverts at driveway crossings.

The total project cost at this time is \$12 Million dollars

No local match is required by this grant; however, any additional funds local jurisdictions allocate will serve as leverage.

OPTIONS:

1. Approve the request to submit a joint application with Glynn County and allow the Mayor to sign the Cooperating Agreement and the Certified Assurances documents attached to this request
2. Deny the request to submit a joint application with Glynn County
3. Defer the request. Please note that if the request is deferred, Glynn County and the City of Brunswick may miss the grant deadline of January 14, 2022.

DEPARTMENT RECOMMENDATION ACTION:

1. Approve the request to submit a joint application with Glynn County and allow the Mayor to sign the Cooperating Agreement and the Certified Assurances documents attached to this request

DEPARTMENT: Public Works in conjunction with Glynn County


Prepared by: Monica Hardin

ADMINISTRATIVE COMMENTS:

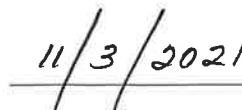
Funding for these improvements is a high priority for the City.

ADMINISTRATIVE RECOMMENDATION:

Approval recommended.



City Manager



Date

RESOLUTION NO. 2021 - 16

**RESOLUTION
CITY OF BRUNSWICK & GLYNN COUNTY, GEORGIA
TO SUBMIT AN APPLICATION TO OBTAIN THE 2017
COMMUNITY DEVELOPMENT BLOCK GRANT – DISASTER RECOVERY**

WHEREAS, Glynn County and the City of Brunswick have identified a dire need for improvements to the College Park Drainage Basin located in a low and moderate income area within the incorporated and unincorporated areas of the City and County;

WHEREAS, Glynn County and the City of Brunswick have no direct funding programs to assist these families; and

WHEREAS, the Georgia Department of Community Affairs Community 2017 CDBG-DR has funds sufficient to assist low and moderate income families with needed infrastructure repairs.

THEREFORE, be it resolved that Glynn County and the City of Brunswick will submit a joint 2017 Community Development Block Grant – DR grant application to the Georgia Department of Community Affairs to address the identified need(s) and authorizes the County to serve as the lead applicant in this request and the Chairman as the official representative to act in connection with the application.

SO RESOLVED this _____ day of November 2021.

Cornell L. Harvey, Mayor
City of Brunswick

Naomi D. Atkinson, City

(SEAL)

Wayne Neal, Chairman
Glynn County Board of Commissioners

Ronda Vakulich, County Clerk

(SEAL)

Georgia Department of Community Affairs CDBG-DR Program Cooperating Agreement

(For joint or regional applicants only)

Jurisdiction 1: Glynn County Board of Commissioners

Jurisdiction 2: The City of Brunswick

This Agreement, entered into between the jurisdictions listed above does hereby provide for said jurisdictions to jointly apply for assistance through the 2017 CDBG-DR Infrastructure Program from the Georgia Department of Community Affairs.

The jurisdictions mutually agree and hereby authorize Glynn County Board of Comm (name of lead jurisdiction) to act as the lead agency, and will be responsible for compliance with applicable state and federal requirements.

Adopted by:

City of Brunswick

(Name of Jurisdiction)

(Signature of Chief Elected Official)

Date

Mayor Cornell Harvey

(Type Name and Title of Chief Elected Official)

Adopted by:

Glynn County Board of Commissioners

(Name of Jurisdiction)

(Signature of Chief Elected Official)

Date

Board Chairman Wayne Neal

(Type Name and Title of Chief Elected Official)

**MEMORANDUM OF AGREEMENT
BETWEEN
GLYNN COUNTY
AND
THE CITY OF BRUNSWICK**

This Memorandum of Agreement (“Agreement”) is entered into and effective the _____ day of _____, 2021, by and between Glynn County (“County”) and the City of Brunswick (“City”).

WHEREAS, in June 2017, the City entered an agreement with EMC to perform an analysis and hydraulic modeling study of the basin and provide recommended solutions to the drainage and flooding problems in the College Park Drainage Basin; and the City and County entered into a cost-sharing agreement to prorate and share the costs of such EMC drainage study; and

WHEREAS, in 2019, the city and County entered into another cost-sharing agreement to prorate and share the costs of design, engineering, and permitting services for Phase I of the proposed improvements in the College Park Drainage Basin; and

WHEREAS, the City and County allocated 2016 SPLOST funds to help conduct the design and permitting of this stormwater drainage project, and

WHEREAS, The Georgia Department of Community Affairs (DCA) released a 2017 Community Development Block Grant Disaster Recovery to assist the three most impacted and distressed communities, City of Albany/Dougherty County, City of Brunswick/Glynn County, and City of Kingsland/Camden County; and

WHEREAS, 2017 CDBG-DR funding will be utilized make improvements in the College Park Basin; and

WHEREAS, HUD has allocated 2017 CDBG-DR funding to the Georgia Department of Community Affairs (“DCA”) to offer a grant to help areas most impacted due to Hurricane Irma (DR-4338) and the tornado events of 2017 (DR-4294 and DR-4297) with disaster related infrastructure projects. and

WHEREAS, DCA allocated \$16,500,000 to allocate in eligible and approved most impacted areas to respond to the impacts of Hurricane Irma (DR-4338); and

WHEREAS, the City of Brunswick desires to enter into an agreement with Glynn County to serve as the lead applicant of the 2017 CDBG-DR grant. If grant is approved, 2017 CDBG-DR funding may total approximately \$12,000,000; and

NOW, THEREFORE, in consideration of mutual promises and agreements set forth below, the Glynn County and the City of Brunswick hereby agree as follows:

I. Duties of Glynn County: Glynn County agrees to serve as recipient and fiscal agent for 2017 CDBG-DR funding from DCA. If 2017 CDBG-DR grant funding is approved and accepted by the county and City, Glynn County as a recipient of these funds, Glynn County will:

- a. Process payments, submitting quarterly performance reports, providing access to all applicable records for DCA/HUD inspection.
- b. Meet with DCA and the City of Brunswick staff to ensure compliance/progress.
- c. Provide all related documentation required for 2017 CDBG-DR grant awards.
- d. Collaborate with DCA and the City of Brunswick to ensure compliance with all applicable federal and state requirements.
- e. Ensure all bidding and contract documents contain necessary language to satisfy all applicable requirements.

II. Duties of the City of Brunswick: The City of Brunswick agrees to serve as a co-applicant of the 2017 CDBG-DR funding from DCA. As a co-applicant recipient of these funds, if the 2017 CDBG-DR grant funding is approved and accepted by the County and City, the City of Brunswick will:

- a. Collaborate with Glynn County to ensure compliance with all applicable federal and state requirements.
- b. Provide access to all applicable records for DCA/HUD inspection.
- c. Provide timely information to Glynn County pertaining to quarterly performance reports.
- d. Verify appropriate expenditures related to the College Park Basin project to Glynn County for approval of payment processing.

III. General Terms & Conditions

- 1. Glynn County and the City of Brunswick agree to perform their respective services in accordance with the terms and conditions of this Agreement and in compliance with all applicable laws, rules, regulations, and orders of federal, state, and local governments, including order of any court of competent jurisdiction.

2. Glynn County and the City of Brunswick agree to maintain for the duration of this Agreement all licenses, certifications and permits applicable to the services to be performed under this Agreement.
3. Glynn County and the City of Brunswick their employees, agents, subcontractors, and assigns, agree to cooperate fully in the defense of any litigation brought against Glynn County and the City of Brunswick relating to the work to be performed under this Agreement, and each part shall give the other prompt notice of any claim, demand, suit or proceeding.
4. The parties recognize and agree it may be necessary or convenient for the parties to amend this Agreement so as to provide for the orderly implementation of all of the undertaking described herein, and the parties agree to cooperate fully in connection with such amendments if and as necessary. However, no change, modification or amendment to this Agreement shall be effective unless the same is reduced to writing and signed by all parties hereto.
5. Any notice under this Agreement shall be deemed duly given if delivered by hand (against receipt) or if sent by registered or certified mail – return receipt requested, to a party hereto at the address set forth below or to such other address as the parties may designate by notice from time to time in accordance with this Agreement.

If to Glynn County Board of Commissioners: Chairman, Glynn County
Board of Commissioners
1725 Reynolds Street
Brunswick, GA 31520

If to the City of Brunswick: Mayor, City of Brunswick
601 Gloucester Street
Brunswick, GA 31500

6. This Agreement is executed in the State of Georgia and all matters pertaining to the validity, construction, interpretation, and effect of this Agreement shall be governed by the laws of the State of Georgia.
7. This Agreement may be executed in multiple counterparts, each of which shall be an original but all of which shall constitute one agreement. No party shall be bound by this Agreement until all parties have executed the Agreement.
8. This Agreement constitutes the entire agreement and understanding between the parties hereto and replaces, cancels and supersedes any prior agreements and understandings relating to the subject matter hereof; and all prior representations,

agreements, and undertakings between the parties hereto with respect to the subject matter hereof are merged herein.

IN WITNESS WHEREOF, the parties have caused the authorized representatives of each to execute this Agreement.

CITY OF BRUNSWICK, GEORGIA:

(SEAL)

By: _____
Cornell L. Harvey, Mayor
City of Brunswick

Attest: _____
Naomi D. Atkinson, City Clerk

GLYNN COUNTY, GEORGIA

(SEAL)

By: _____
Wayne Neal, Chairman
Glynn County Board of Commissioners

Attest: _____
Ronda Vakulich, County Clerk



SUBJECT: Solid Waste Collection & Recycling Contract with Republic Services of Georgia, LP

COMMISSION ACTION REQUESTED ON: November 17th, 2021

PURPOSE: The purpose of soliciting a new bid for the 2022 Solid Waste Collection & Recycling contract was to find the most competitive bid that meets the waste collection needs of the city.

HISTORY: Republic Services of Georgia, LP has been servicing the city's waste collection since 2017. The initial contract agreement between the City and Republic Services of Georgia, LP was valid for three years. The City extended the contractual agreement to April 2022 to create a competitive bid that reflected the current needs and goals of the city. The current contract is set to expire April 2022.

FACTS AND ISSUES:

- The City of Brunswick has had a contractual agreement with Republic Services of Georgia, LP of since 2017.
- Having the same contractor for the next five years can create a rapport between customers and the contractor.
- The Request for proposal was publicize August 2021 – September 2021. Five companies attended the preproposal meeting, and two companies bid on the proposal.
- Republic Services of Georgia, LP currently services Glynn County.

BUDGET INFORMATION: Please view attachment labeled Republic Services of Brunswick

OPTIONS:

1. The city commission vote to adopt the solid waste collection & recycling contractor.
2. The city commission may choose not to adopt solid waste collection & recycling contractor.

3. The city commission may choose to table the adoption of solid waste & recycling contractor.

DEPARTMENT RECOMMENDATION ACTION: The City Commission vote to adopt Solid Waste Collection & Recycling Contractor.

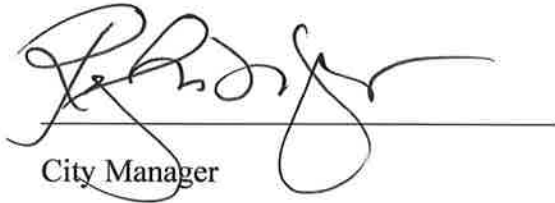
DEPARTMENT: FINANCE

Prepared by: Regina McDuffie

ADMINISTRATIVE COMMENTS:

ADMINISTRATIVE RECOMMENDATION:

THE CITY COMMISSION VOTE TO ADOPT THE SOLID WASTE COLLECTION & RECYCLING CONTRACTOR


City Manager


Date

2021 Solid Waste Collection & Recycling Goals

- Support the overall cleanliness of the City and enhance the quality of life of local citizens and residents.
- Secure services at the rate that best suits the needs of the City by consolidating and contracting for household collection services.
- Extend street and road life by minimizing heavy truck traffic throughout the City.
- Consolidate collection days to minimize the number of days materials are set out and minimize littering.
- Provide a basic level of solid waste management services to meet the waste reduction and disposal needs of residents, the City and the State of Georgia.
- Provide a valid option for recycling to enhance environmental consciousness amongst residence.
- Reduce the amount of waste disposed of in local and regional landfills through a robust and marketed recycling program.

Republic Services of Brunswick		
Year	2021	2022
Residential/ Yard Trash	\$20.74	\$21.99
Residential Additional Cart	\$5.20	\$5.52
Residential Recycling	Included in residential pickup	Included in residential subscription option proposed
Residential Bulk Pick up	Included in residential pickup	Included in residential pickup
Handicap Backdoor Service	Included in residential pickup	Included in residential pickup
Commercial	\$25.15	\$25.00
Commercial Recycling	\$5.88	\$4.75
Commercial Additional Cart	\$7.40	\$7.50
City Carts	\$10.40	\$10.65
City Dumpsters	\$104.61	3.10/yard (rate x container size x services per week x 4.33)
Illegal Dump	\$78.75	\$83.00
Glass		No additional charge from recycling (roll off drop off site)

All rates are based on a monthly basis



SUBJECT: Fitness Court Grant Proposal for Good Year Park

COMMISSION ACTION REQUESTED ON: November 17, 2021

PURPOSE: The acceptance of a grant to support the installation of a Fitness Court in Goodyear Park. Notification has been received from the National Grants Committee which tentatively awarded the city of Brunswick, GA a \$30,000 grant from National Fitness Campaign to participate as a leading partner in Georgia.

HISTORY: The City has worked to improve the provision of outdoor recreational activities by enhancing the amenities in public parks. We have been looking at new and innovative ways to engage our citizens, residents and visitors in outdoor recreation. The Goodyear Park has an active number of people that work and live near the park. The Fitness Court would be a great addition and would help promote physical activities in the park.

FACTS AND ISSUES: Goodyear Park is considered a prime location for this recreational opportunity due to its close proximity to the campuses of the College of Coastal Georgia and Southeast Healthcare System and active neighborhood populations. The park has a concrete area that was previously used for basketball that can accommodate the installation of the court without adversely impacting any other activities that may be engaged in the park.

BUDGET INFORMATION: See attached funding proposal.

OPTIONS:

1. Approve the acceptance of the grant and the city's participation in the installation of the Fitness Court at Goodyear Park.
 2. Do not approve the acceptance of the grant and the city's participation in the installation of the Fitness Court.
 3. Take no action at this time.
-

DEPARTMENT RECOMMENDATION ACTION:

Approve the acceptance of the grant and the City's participation in the installation of the Fitness Court at Goodyear Park.

DEPARTMENT: City Manager / Public Works

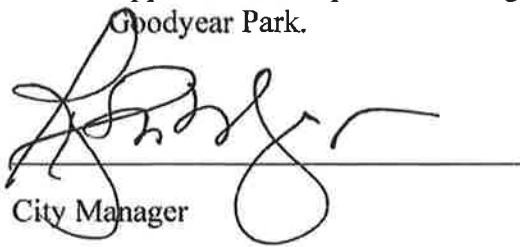
Prepared by: Regina M. McDuffie

ADMINISTRATIVE COMMENTS:

The administration supports all enhancements to city facilities in accordance with the growth and prosperity of the community.

ADMINISTRATIVE RECOMMENDATION:

Approve the acceptance of the grant and the city's installation of the Fitness Court at Goodyear Park.



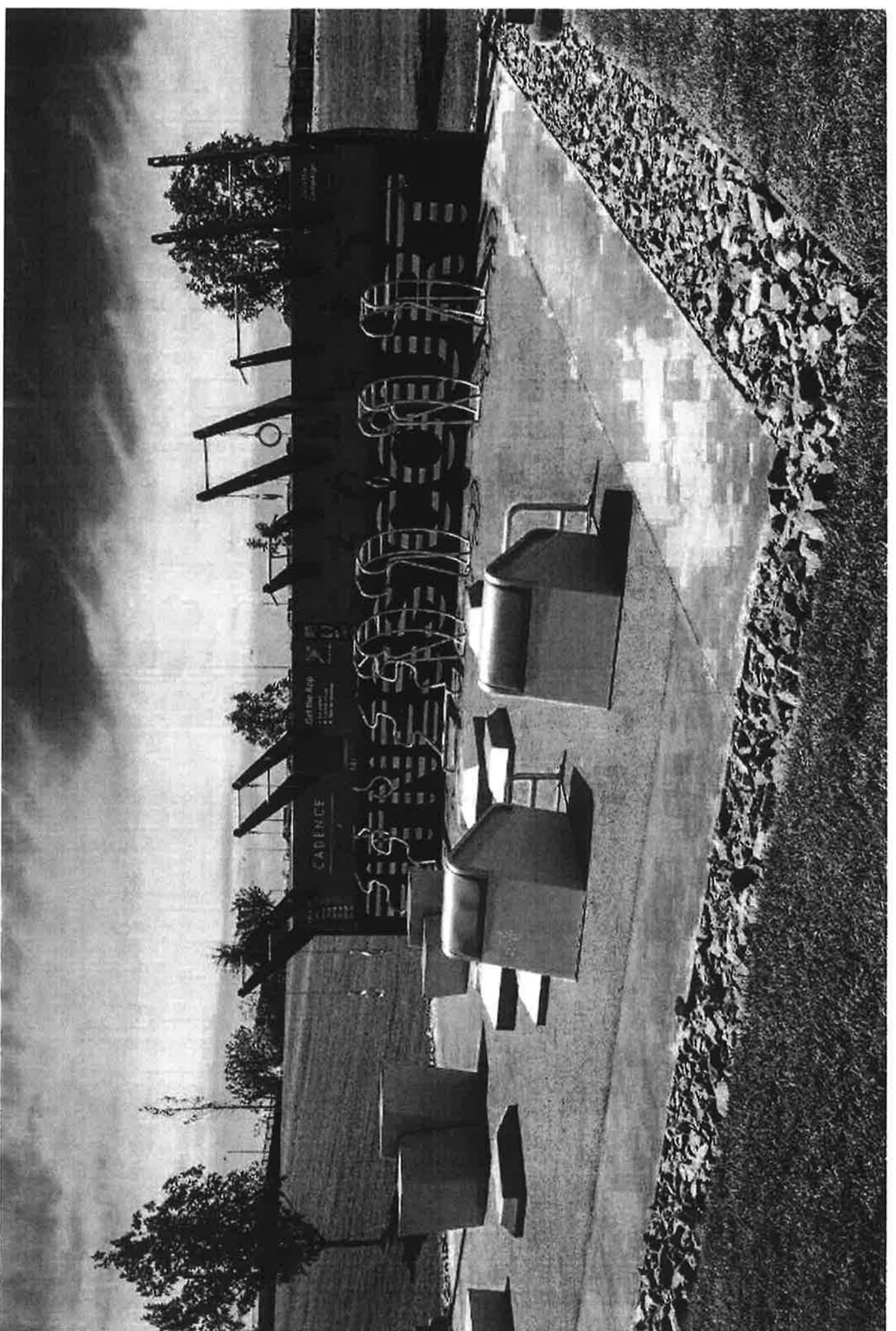
City Manager

11/9/2021
Date

GOODYEAR PARK IMPROVEMENTS

Summary of Funding Sources & Uses

FUNDING USES	\$\$ Amount
Fitness Court	140,000.00
Installation (4 days)	25,000.00
TOTAL ESTIMATED PROJECT COSTS	\$ 165,000.00
FUNDING SOURCES	
Nat'l Fitness Court Grant	30,000.00
City SPLOST Funds	75,000.00
Sponsorship, Donations, etc.	60,000.00
TOTAL FUNDING USES	\$ 165,000.00





SUBJECT: Intergovernmental Agreement (IGA) between the City of Brunswick and Glynn County regarding funds provided by Commissioner Walter Rafolski

COMMISSION ACTION REQUESTED ON: November 17, 2021

PURPOSE: To enter into agreement with the County to receive and expend \$250,000 in funding provided by Commissioner Walter Rafolski to support infrastructure improvements in the City of Brunswick. The agreement is required for the city to legally receive and expend County funds.

HISTORY: The Glynn County Board of Commissioners allocated funding of \$1.0 million to each sitting commissioner to support improvements in areas throughout Glynn County. Commissioner Rafolski as an At-Large Commissioner of Glynn County which encompasses the City of Brunswick chose to provide for \$250,000 of improvements within the city limit. State law provides that an intergovernmental agreement is required to govern any expenditures made by one jurisdiction in another entity's jurisdiction.

FACTS AND ISSUES: The \$250,000 will be used to continue improvements planned for the Signature Squares in and near downtown Brunswick. The squares were chosen because of the integral part that they have in the revitalization of the downtown area and the access for outdoor activities that they provide which are enjoyed by citizens of the city and county and visitors, as well. The city's sidewalk infrastructure will be improved with a portion of the funding to provide access and connectivity to businesses and activities.

BUDGET INFORMATION: \$200,000 are being allocated for improvements to the squares and the remaining \$50,000 will be used for sidewalk improvements in and around the downtown areas and neighborhoods.

OPTIONS:

1. Approve the IGA between the City and County.
 2. Do not approve the IGA between the City and County.
 3. Take no action at this time.
-

DEPARTMENT RECOMMENDATION ACTION:

Approve the IGA between the City and County as presented.

DEPARTMENT: City Manager's Office

Prepared by: Regina M. McDuffie

ADMINISTRATIVE COMMENTS:

No additional comment.

ADMINISTRATIVE RECOMMENDATION:

Approve the IGA between the City and County as presented.

Regina M. McDuffie

City Manager

11/9/2021

Date

**INTERGOVERNMENTAL AGREEMENT
BY AND BETWEEN
THE CITY OF BRUNSWICK, GEORGIA
AND
GLYNN COUNTY, GEORGIA**

This Intergovernmental Agreement (hereinafter referred to as the "Agreement"), is made and entered into as of the ____ day of _____, 2021, by and between the **CITY OF BRUNSWICK, GEORGIA**, a municipal corporation of the State of Georgia, acting by and through its duly elected Board of Commissioners (hereinafter the "City") and **GLYNN COUNTY, GEORGIA**, a political subdivision of the state of Georgia, acting by and through its duly elected Board of Commissioners (hereinafter the "County").

WITNESSETH:

WHEREAS, pursuant to Article IX, Section III, Paragraph I (a) of the Constitution of the State of Georgia, any municipality and county are authorized to contract with each other for a period not exceeding fifty years for joint services, for the provision of services, or for the provision or separate use of facilities or equipment, provided that such contract deals with activities, services or facilities which the contracting parties are authorized by law to undertake or to provide; and

WHEREAS, the City and County are desirous to enter into this Agreement to complete the work set forth below; and

WHEREAS, the downtown area of the City is undergoing a revitalization to include new businesses, restaurants, breweries, infrastructure, tourist attractions and residential redevelopment which services both City and County residents that live, work and visit the area, a map identifying the downtown area is attached hereto as Exhibit "A"; and

WHEREAS, the roadways, squares and sidewalks located within the area are in disrepair and in need of reconstruction and improvement to assist in the accessibility of the Area and to

draw additional tourism to the Area which generates sales tax and other revenues for the Parties;
and

WHEREAS, the Glynn County Board of Commissioners maintain a discretionary fund which allows independent Commissioners to obligate funding to projects they believe are in the best interests of the citizens of the City of Brunswick and Glynn County, Georgia; and

WHEREAS, the Parties herein agree that Improvements (the "Improvements") contemplated in this IGA would be beneficial to the citizens and governments of and located within Glynn County and the City of Brunswick; and

WHEREAS, the City will complete the Improvements in accordance with the City of Brunswick Procurement process and shall at all times abide by all state and local regulations governing the procurement process; and

WHEREAS, the City and County have determined that it is to the mutual advantage and benefit of each of the Parties to share the prorated costs of the Improvements as designated in the project summary of quantities (attached as Exhibit B);

WHEREAS, the City and County desire to enter into this cost-sharing Agreement for the costs of the Improvements pursuant to the 1983 Constitution of the State of Georgia, Article IX, Section II, Paragraph 3; and

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for other good and valuable consideration, the Parties hereto agree as follows:

Section 1. Purpose

This Agreement outlines a cost-sharing arrangement between the parties for the purpose of the completion of the Improvements by the City and County.

Section 2. Term

The term of this Agreement shall be from the date last signed by the parties until 60 days following the final review and acceptance of the completed Improvements by the City and County.

Section 3. Responsibilities

The City shall be responsible for managing the contract with any and all contractors selected to complete the Improvements. The parties understand and agree that of the Parties to this Agreement, only the City shall enter into a contract with the Contractor(s) to complete the Improvements. The City shall be responsible for ensuring that the Contractor performs and completes the Improvements in accordance with the timelines incorporated into the contract and in conformance and consistent with the standards generally recognized as being employed by professionals in the same discipline. Each party shall be responsible for coordinating information requests from the other party to this agreement in a timely manner.

Section 4. Payment of Costs

The Contractor(s) shall invoice the costs of the Improvements directly to the City. The Parties hereby agree that the upon completion of the Improvements, the City shall submit all costs related to the Improvements to the County. Unless otherwise approved and agreed to in writing by both the City and the County through an amendment to this Agreement, the total of all costs and expenses to be remitted by the County, whether due and payable to the Contractor(s) or to another party or individual, shall not exceed the \$250,000.

Section 5. Notices

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

If to the City:
City of Brunswick, Georgia
Attn: City Manager
City Hall
601 Gloucester Street
Brunswick, Georgia 31520

If to the County:
Glynn County, Georgia
Attn: County Manager
Pate Building
1725 Reynolds Street
Brunswick, Georgia 31520

Section 6. Entire Agreement

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

Section 7. Amendments

This Agreement shall not be amended or modified except by agreement in writing executed by the governing authorities of the County and the City.

Section 8. Governing Law

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

Section 9. Severability

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

Section 10. Compliance with Law

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

Section 11. No Consent to Breach

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

Section 12. Counterparts

This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

Section 13. Mediation

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

IN WITNESS WHEREOF, Glynn County, Georgia, and the City of Brunswick, Georgia, have caused this Agreement to be executed in their respective names and their respective official seals to be hereunto affixed and attested by their duly authorized officials, all as of the date first above written.

CITY OF BRUNSWICK, GEORGIA:

By: _____
Cornell L. Harvey, Mayor
City of Brunswick

Attest: _____
Naomi D. Atkinson, City Clerk

GLYNN COUNTY, GEORGIA:

By: _____
Wayne Neal, Chairman
Glynn County Board of Commissioners

Attest: _____
Ronda Vakulich, County Clerk



SUBJECT: Employee Gift Cards

COMMISSION ACTION REQUESTED ON: November 17, 2021

PURPOSE: The administration proposes to distribute gift cards in appreciation of our employees for the upcoming holiday season. \$50 gift cards will be awarded to all full-time employees and officials. \$25 gift cards will be provided to all part-time and seasonal employees.

HISTORY: The City has a long history of providing an award during the holiday season to reward our employees and thank them for their contribution to the well-being our city and its citizens.

FACTS AND ISSUES: The city currently has approximately 175 full time employees and 20 part time employees that would be eligible for the benefit.

BUDGET INFORMATION: The estimated cost of the provision of the gift cards is \$10,750. The funds will be paid from the general fund.

OPTIONS:

1. Approve the provision of gift cards to the employees.
 2. Do not approve the provision of gift cards to the employees.
 3. Take no action at this time.
-

DEPARTMENT RECOMMENDATION ACTION:

Approve the provision of gift cards to the employees.

DEPARTMENT: City Manager / HR

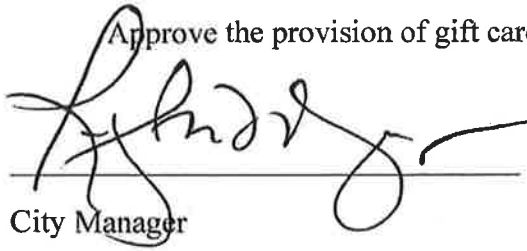
Prepared by: Regina M. McDuffie

ADMINISTRATIVE COMMENTS:

The administration supports all incentives and investments in our employees and encourage approval.

ADMINISTRATIVE RECOMMENDATION:

Approve the provision of gift cards to the employees.



City Manager

11/9/2021
Date