

CITY OF BRUNSWICK

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

Cosby H. Johnson, Mayor
Felicia M. Harris, Mayor Pro Tem
John A. Cason III, Commissioner
Julie T. Martin, Commissioner
Kendra L. Rolle, Commissioner

City Attorney
Brian D. Corry

City Manager
Regina M. McDuffie

AGENDA

BRUNSWICK CITY COMMISSION MEETING
WEDNESDAY, JULY 6, 2022 AT 6:00 P.M.
1229 NEWCASTLE STREET, 2nd FLOOR
STREAMED LIVE AT THE BELOW WEB ADDRESS:
<https://www.facebook.com/citybwkga>

CALL TO ORDER **INVOCATION **PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

1. Adoption of July 6, 2022 Regular Meeting Agenda.

RECOGNITION(S), PRESENTATION(S), & AWARD(S)

2. Andrew Leanza, Director of Emergency Management & Homeland Security to give Presentation Regarding Proposed Evacuation Zones and Routes. **(Encl. 1)**

3. Tres Hamilton, Chief Executive Officer Coastal Georgia Area Community Action Authority, Inc. to Provide an Update on the Rise Risley Project.

PUBLIC HEARING(S) - ALCOHOL BEVERAGE LICENSE(S) – (New) – (R. Belew)

4. Consider Approval Alcohol Beverage License:

Name of Business	Business Owner/Manager	Business Address	Permit Type
Altama Jerk Shack	Owner George Morris	4420 Altama Ave. Suite 30	On-premises consumption of beer, wine, and distilled spirits with Sunday sales.
Family Dollar Store #24826	Manager: Alana Jenkins	4420 Altama Ave., Suite 27	Retail sale of beer & Wine.

APPOINTMENT(S)

5. Board *(N. Atkinson)*

1) Glynn County Board of Health – One Appointment – Mayoral Appointment

ITEM(S) TO BE CONSIDERED FOR APPROVAL





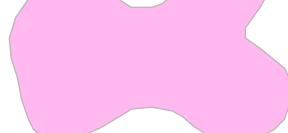
6. Consider Approval of June 15, 2022 Regular Scheduled Meeting Minutes. *(subject to any necessary changes.) (N. Atkinson) (Encl. 2)*

7. Consider Approval of Financial Reports as of May 31, 2022. (K. Mills) **(Encl. 3)**
8. Consider Approval of Brunswick Police Department Surplus List. (K. Jones) **(Encl. 4)**

EXECUTIVE SESSION

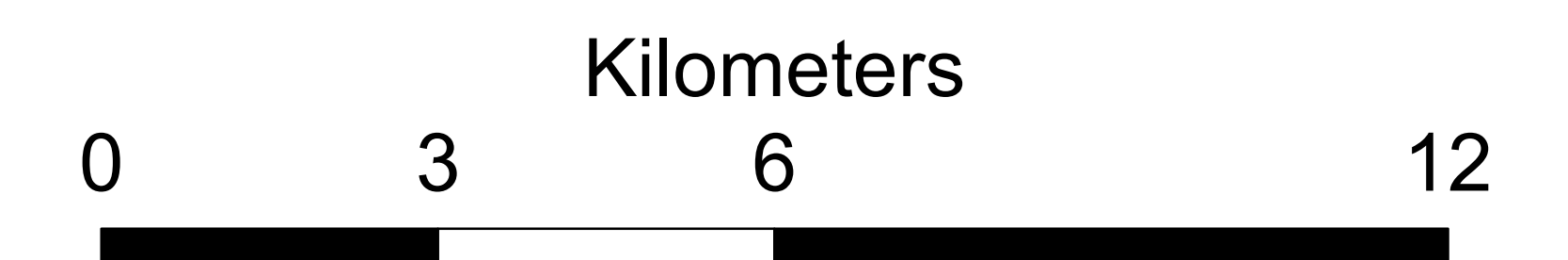
Proposed Evacuation Zones and Routes

Legend

-  Evacuation Routes
-  Glynn Boundary
-  A
-  B
-  C



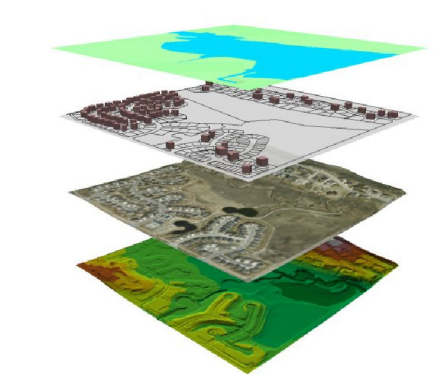
1 in = 4 miles



1 in = 6.4 kilometers



www.glynncounty.org



Glynn County GIS Department
 Phone: 912-554-7418
 Email: GIS@glynncounty-ga.gov

This map is a product of Glynn County Geographic Information System (GCGIS). The GCGIS expressly disclaims any liability that may result from the use of these maps

Date: 4/11/2022

Author: RAS



OFFICIAL MINUTES
BRUNSWICK CITY COMMISSION MEETING
WEDNESDAY, JUNE 15, 2022
AT 6:00 P.M.
1229 NEWCASTLE STREET, 2nd FLOOR
&
STREAMED LIVE AT THE BELOW WEB ADDRESS:
<https://www.facebook.com/citybwkga>

PRESENT: Honorable Mayor Cosby Johnson, Mayor Pro-Tem Felicia Harris, Commissioner John Cason III, Commissioner Julie Martin ~ *via zoom*, and Commissioner Kendra Rolle

CALL TO ORDER: Mayor Johnson - *meeting began at 6:00 p.m.*

INVOCATION: Mayor Pro Tem Harris

PLEDGE OF ALLEGIANCE – Recited in unison

APPROVAL OF AGENDA

1. Adoption of June 15, 2022 Regular Meeting Agenda.

Mayor Pro Tem Harris made a motion to approve the above-referenced agenda; seconded by Commissioner Rolle. Motion passed unanimously.

APPOINTMENT(S)

2. Authorities, Agency, Commission (*N. Atkinson*)

I. Historic Preservation Board – Two Appointments

Commissioner Martin made a motion to reappoint Sara K. Giannakakis and Jennifer George to the above-referenced board; seconded by Commissioner Cason. Motion passed unanimously.

II. Downtown Development Authority – Two Appointments

Commissioner Martin made a motion to appoint Whitney Herndon to the above-referenced authority; seconded by Commissioner Cason. Motion passed unanimously. Commissioner Martin made a motion to appoint R. Michael Torras to the above-referenced authority; seconded by Commissioner Rolle. Motion passed unanimously.

III. Urban Redevelopment Agency – Four Appointments - Mayoral Appointment

Appointments to the above-referenced agency was tabled until a later date.

IV. Housing Authority – Mayoral Appointment

Mayor Johnson appointed Shemeka Sorrells to the above-referenced authority.

V. Coastal Regional Commission – Non-Public Representative – Mayoral Appointment

Mayor Johnson appointed Shaw McVeigh to the above-referenced commission.

ITEM(S) TO BE CONSIDERED FOR APPROVAL

3. Consider Approval of June 1, 2022 Regular Scheduled Meeting Minutes. (*subject to any necessary changes.*) (*N. Atkinson*)

Commissioner Cason made a motion to approve the above-referenced minutes; seconded by Commissioner Rolle. Motion passed unanimously.

4. Consider Approval of Resolution 2022-06 – Adoption of Fiscal Year 2022/2023 Budget. (*R. McDuffie*)

Commissioner Cason made a motion to approve the above-referenced resolution; seconded by Mayor Pro Tem Harris. Motion passed unanimously.

EXECUTIVE SESSION

Mayor Pro Tem Harris made a motion to hold an executive session to discuss personnel; seconded by Commissioner Cason. Motion passed unanimously.

Mayor Pro Tem Harris made a motion to adjourn; seconded by Commissioner Rolle. Motion passed unanimously.

MEETING ADJOURNED – *meeting adjourned at 7:30 p.m.*

/s/Cosby H. Johnson
Cosby H. Johnson, Mayor

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



INTEROFFICE MEMORANDUM

DATE: June 27, 2022

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

FROM: Kathy D. Mills, CPA, Finance Director

SUBJECT: Financial Reports as of May 31, 2022 91.67%

**General Fund
31-May-22
Cash Basis**

	Monthly	Year to Date	% of Budget	Amended Budget	% (over)under Budget
Revenues	982,611	17,386,791	100.12%	17,365,507	-8.46%
Expenditures	1,301,838	13,567,878	78.13%	17,365,507	13.54%
Net Revenues & Expenditures	(319,227)	3,818,913			

Cash Balance as of 05/31/2022	8,827,589	Primesouth	
	300,276	Perry Park (included in total)	

	LOST	LOST YTD	TAVT*	TAVT* YTD
May-22	785,633	7,775,295	32,897	339,806
May-21	693,510	6,746,143	34,713	330,387
Increase (Decrease)	92,123	1,029,152	(1,816)	9,419
	13.28%	15.26%	-5.23%	2.85%

*Title Ad Valorem Tax

Capital Projects - SPLOST VI
As of May 31, 2022

(04/01/2017-09/30/2020)

	Total Expended as of 05/31/2022	Reimbursements Received	City Expended as of 05/31/2022	Original Budget Amount	Amended Budget Amount	Remainder (Overage)
Highways and Streets	7,177,563	2,750,103	4,427,460	4,627,750	4,627,750	200,290
Sidewalk Replacement/Upgrades	565,785	50,000	515,785	432,500	482,500	(33,285)
Storm Drainage Improvements	3,473,757	241,182	3,232,575	3,243,750	4,551,750	1,319,175
Mary Ross Park Development	560,931	0	560,931	821,750	821,750	260,819
Highway 17 Infrastructure	247,365	43,000	204,365	215,107	215,107	10,742
Wayfindings & Gateways	0	0	0	259,500	259,500	259,500
Trails	507,773	107,971	399,802	346,000	346,000	(53,802)
Cemetery Restoration/Renovaton	97,572	0	97,572	259,500	259,500	161,928
Brunswick Police Department Vehicles (15)	466,021	0	466,021	540,625	540,625	74,604
Brunswick Fire Department Fire/Rescue	65,222	0	65,222	64,875	65,222	0
Subscriber Radios for E911	469,009	0	469,009	431,357	431,357	(37,652)
Fire Department Pumper Trucks (2)	849,778	0	849,778	562,183	849,778	0
Fire Station 1 Improvements	413,971	0	413,971	346,000	346,000	(67,971)
Historic Squares	133,851	25,000	108,851	86,500	86,500	(22,351)
Park Rehabilitation (Palmetto, Orange, etal)	367,302	2,700	364,602	389,225	389,225	24,623
Sidney Lanier Park Improvements	330,932	0	330,932	519,000	519,000	188,068
Overlook Park Improvements	139,104	0	139,104	103,800	103,800	(35,304)
Howard Coffin Park Improvements	483,364	103,000	380,364	431,357	431,357	50,993
Roosevelt Harris Center Improvements	191,668	0	191,668	151,375	191,668	0
	16,540,968	3,322,956	13,218,012	13,832,154	15,518,389	2,300,377

a \$206,772 from DOT & \$2,543,331 from JWSC

b \$241,182 from Glynn County

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

d \$50,000 from DOT

e \$3,000 Contribution from Golden Isles Track Club & \$100,000 from DNR

f \$43,000 from GADOT Highway 17

g \$328,234 paid back to General Fund

h \$25,000 from Signature Squares

i \$1,000 Ameris Bank & \$1,700 Golden Isles Track Club for Goodyear Park

TOTAL CASH ON HAND \$3,104,005
Unallocated Funds:
Overage in Collections
GA DCA Aviation Fuel Tax
Interest Earned

(1) Original budgeted tax collection \$13,832,154

Actual collections through 05/31/2022	15,728,743
Collections in excess of budgeted	\$1,896,589
Paid back to GF	(328,234)
Allocated to Stormwater Improvements	(1,308,000)
Allocated to Sidewalk Replacement & Upgrades	(50,000)
Unallocated overage in Collections	210,355 (1)

SPLOST V

Cash Primesouth @ 05/31/2022

1,364,342

*(Funds reallocated for purchase of Fire Department Ladder Truck)***Norwich Street Commons Fund**

Original Balance (Sale of Property 05/13/13)

YTD

0

487,500

Demolition Fees

0

8,049

Interest Income

2,019

19,257

Revenues

2,019

514,806

YTD

Expenditures

f/y/e 6/30/2022

Total since inception

Demolition Projects

0

40,012

Infrastructure

0

130,546

Police Substation

0

6,750

Expenditures

0

177,308

Net as of May 31, 2022

2,019

337,498

Cash Primesouth @ 05/31/2022

\$

337,498

Roosevelt Harris - Multipurpose Center

\$

YTD

f/y/e 6/30/2022

Cash Basis

421,257

Total Budget:

Revenue FYTD

Grants

141,940

Transfer from General Fund

140,000

Program Income

10,317

Sale of Equipment

4,000

Contributions

11,630

Interest Income

131

Percent of Budget

Total Inflows

\$

308,018

73.12%

Expenditures FYTD

325,183

77.19%

Net

\$

(17,165)

Cash Balance @ 05/31/2022

\$

6,992

ARPA Fund:

Initial Deposit received 06/07/2021

4,606,131

Interest Earned from inception

37,915

Total funds received as of 05/31/2022

4,644,046

Disbursements:

Back to Business Brunswick--DDA

120,306

Back to Business Brunswick-non DDA

95,000

Total funds expended as of 05/31/2022

215,306

Remaining funds available @ 05/31/2022

4,428,740

Sanitation Fund:

Year Ending 06/30/2022

	Year to Date
Sanitation Billing	2,031,296
Franchise Fees	54,253
Bad Debt - recovery	450
Interest Earned (Funds)	4,957
Penalties & Interest Earned	3,260
DNR Reimbursements	-
Transfer in for T Street Landfill	-
Total Revenue (YTD)	2,094,216
Operating Exp. YTD:	1,453,518
Depreciation YTD	-
Bad Debt - write off	-
Other Landfill Expenses	15,638
Payment to T Street Landfill Site Cleanup	-
Total Expense (YTD)	1,469,156
Operating Income (Loss)	625,060
Total Cash on Hand @ 05/31/2022	478,514
Primesouth Restricted for Landfill	194,227

	Sanitation Bills	
	May 2022	YTD
Trash Pickup	127,649	1,410,235
Illegal Refuse Clean Up	4,655	69,357
Street Sweeping	1,434	40,509
	133,738	1,520,101

STORMWATER UTILITY FUND:	6/30/2022 (YEAR TO DATE)
Stormwater Utility Fees	967,178
Interest Earned	3,287
Penalties & Interest	1,846
Total Inflows	972,311
Expenditures:	
Operating	808,416
GMA Lease Payments	126,487
Total Outflows	934,903
Balance	37,408

Cash Balance @ 05/31/2022	\$443,180
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ADDITIONAL INFORMATION-FOR THE MONTH OF MAY 2022

	May 2022	YTD
Animal Control Expenses	0	0
Traffic Control Expenses		15,924
Recreation Dept. Expenses (facilities managed by County)		
Building	1,475 **	4,475
Aquatics	3,516	3,516 <i>Jeff's Pool</i>
Equipment		225 <i>Doug Coffey Electric</i>
Subsidized Fees	0	3,326 *

*5 Flag Football, 18 Soccer, 59 Tackle Football, 7 Cheerleading

**Lee and Cates Glass



Roosevelt Lawrence Center

Account	Account Description	May-22 Transactions	YTD Transactions
Fund 100 - General Fund			
EXPENSE			
Reporting Category 6100 - Recreation			
Function 6130 - Neighborhood & Community Service			
51			
51-1100	Salaries & Wages	5,694.51	64,647.73
51-1200	Temporary Employees	.00	3,226.50
51-1300	Overtime	31.70	3,033.78
51-2100	Group Insurance	485.00	5,335.00
51-2200	FICA	430.58	4,828.80
51-2300	Medicare	.00	484.65
51-2400	Pension	.00	.00
51 - Totals		\$6,641.79	\$81,556.46
52			
52-1100	Official / Administrative	.00	16.19
52-1250	Contractual Expense	.00	877.50
52-1300	Technical Services	79.00	158.00
52-2210	Repair / Maint Building	.00	2,702.00
52-2211	Repair / Maint Equipment	.00	2,620.95
52-2300	Rentals	57.97	631.88
52-3201	Cable	136.89	1,986.91
52-3205	Telephone	146.00	1,504.17
52-3600	Dues and Fees	130.60	509.19
52 - Totals		\$550.46	\$11,006.79
53			
53-1110	Office Supplies	.00	694.37
53-1130	Building Repair Supplies	.00	44.20
53-1135	Custodial Supplies	.00	237.06
53-1210	Water/Sewerage	173.28	1,732.80
53-1230	Electricity	.00	13,855.83
53-1270	Gasoline/Diesel	.00	.00
53-1300	Food/Misc	.00	71.95
53-1600	Small Equipment	.00	738.00
53-1700	Other Supplies	.00	2,455.23
53 - Totals		\$173.28	\$19,829.44
54			
54-2300	Furniture and Fixtures	.00	249.80
54 - Totals		\$0.00	\$249.80
Function 6130 - Neighborhood & Community Service Totals		\$7,365.53	\$112,642.49



SUBJECT: Brunswick Police Department Surplus Items

COMMISSION ACTION REQUESTED ON: ___July 6, 2022___

PURPOSE: To identify items and declare as surplus items.

HISTORY: None

FACTS AND ISSUES: None

BUDGET INFORMATION: None

OPTIONS:

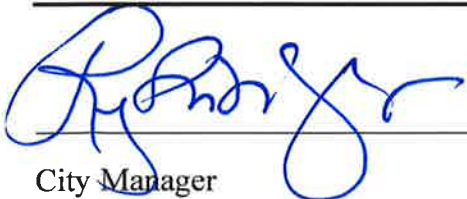
DEPARTMENT RECOMMENDATION ACTION:

DEPARTMENT: Brunswick Police Department

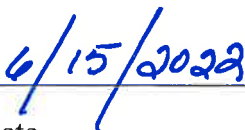
Prepared by: Chief Kevin Jones

ADMINISTRATIVE COMMENTS:

ADMINISTRATIVE RECOMMENDATION:



City Manager



Date

Brunswick Police Department Surplus Items June 2022

Item	Description	Make	Model	Serial or VIN	Notes
Outboard motor	Go-Devil Motor	Vanguard	23hp	3031811	Run but carb issues
Boat Trailer	Galvanized boat trailer	MT McClain	1658-13GD	4LYBG16185H002207	Single axle
Boat with outboard motor	aluminum boat	Alumacraft	T-16XL20	ACBL9316M84	
	1993 25 hp	Johnson	J25ELET	G03175373	Not sure if runs
Light trailer	box trailer with light control	Kustom	unknown	1K9BS0813TK118379	2 axle, light control not working
Unmarked vehicle	Blue Crown Vic	Ford	Crown Vic	2FAFP71VX8X157627	Vehicle 08-32
Unmarked vehicle	Silver Crown Vic	Ford	Crown Vic	2FAFP71V18X157628	Vehicle 08-31
K9 Patrol Vehicle	Marked K9 SUV	Ford	Expedition XL	1FMFK15598LA62047	Vehicle 08-1, still have K9 cage
ITT night vision scope					doesn't work
5 pair binoculars					
1 Tasco 20x60 Spotting Scope		Tasco			
3 handheld GPS		Garmin			
1 flashlight					