

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
Lance Sabbe, Commissioner
Kendra L. Rolle, Commissioner
Gwen Atkinson-Williams, Commissioner

City Attorney
Brian D. Corry

City Manager
Regina M. McDuffie

AGENDA

BRUNSWICK CITY COMMISSION REGULAR SCHEDULED COMMISSION MEETING WEDNESDAY, MAY 15, 2024 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 May 15, 2024 Regular Meeting Agenda.

PUBLIC COMMENT

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

2. Recognition of Brunswick Recreation and Parks State Track Champions.
3. Recognition of the Winners of the Georgia Cities Week Essay Contest.
4. Proclamation Presentation to U.S. Coast Guard and U.S. Coast Guard Auxiliary Recognizing the Week of May 18-24, 2024, as “National Safe Boating Week”. **(Encl. 1)**
5. Proclamation and Plaque Presentation to Retiring Municipal Court Judge Christopher O’Donnell. **(Encl. 2)**
6. Recognition of Michael Waters for 35 Years of Service with the Brunswick Fire Department.
7. Recognition of Assistant Chief of Administration Angela Smith for Receiving her Master’s Degree in Organizational Leadership from Bethune-Cookman University.

PUBLIC HEARING – NEW ALCOHOL BEVERAGE LICENSE(S) (A. Brown)

8.

New Alcohol Beverage License			
Name of Business	Business Owner/Manager	Business Address	Permit Type
Dixville Foods	Owner: Vaibhavi Patel Manager: Azitkumar Patel	1509 London Street	Retail sale of beer and wine.

APPOINTMENT(S)

9. Commission Planning and Appeals Commission ~ Three Appointments – (two board members and one alternate)

UPDATE(S)

10. Code Enforcement. *(J. Hunter)*

ITEM(S) TO CONSIDER FOR APPROVAL

11. Approval of May 1, 2024 Regular Scheduled Meeting Minutes. *(subject to any necessary charges.)*(N. Atkinson) **(Encl. 3)**
12. Consider Approval of Community Development Block Grant (CDBG) - Fiscal Year 2024 Annual Action Plan. *(D. Bravo)* **(Encl. 4)**
13. Consider Tentative Approval of Proposed 2024/2025 Fiscal Year Budget. *(R. McDuffie)* **(Encl. 5)**

CITY ATTORNEY'S ITEM(S)

14. Discussion ~ Recognition of the Visitors Club as a Local Landmark Site and Enacting a Preservation Ordinance for the Property. **(Encl. 6)**
15. Consider Approval or Denial Certiorari Bond.
16. Consider Approval of the Issuance of a Certificate of Immediate Peril as Contemplated under O.C.G.A. 36-66-5. (d) in the Event the Certiorari Bond Referenced in Item Number 16 is Approved. **(Encl. 7)**

EXECUTIVE SESSION

"Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Coordinator Rick Charnock at 912-267-5572 or email rcharnock@cityofbrunswick-ga.gov . Please give at least 48 hours' notice to allow the city to make reasonable accommodations for those persons(s)."

*Mayor and City Council of
Brunswick, Georgia*

Proclamation

WHEREAS, National Safe Boating Week brings attention to important life-saving tips for recreational boaters so that they can have a safer, more fun experience on the water throughout the year; and

WHEREAS, for over 100 million Americans, boating continues to be a popular recreational activity and the U.S. Coast Guard, and its federal, state, and local safe partners encourage all boaters to explore and enjoy America’s beautiful waters responsibly; and

WHEREAS, on average, 650 people die each year in boating-related accidents in the U.S.; 75 percent of these are fatalities caused by drowning; and

WHEREAS, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets; and

WHEREAS, safe boating begins with education and preparation as human error accounts for most boating accidents, rather than the boat, equipment or environmental factors; and

WHEREAS, through basic boating safety procedures – we can help boaters on America’s waters stay safe year-round.

NOW, THEREFORE, I, Cosby H. Johnson, as Mayor of the City of Brunswick, along with my fellow Commissioners, do hereby recognize May 18-24, 2024, as “**National Safe Boating Week**” in the City of Brunswick, Georgia and urge all those who boat to practice safe boating habits and always wear a life jacket while boating.

*In witness whereof I have hereunto set my hand and
caused this seal to be affixed.*

Cosby H. Johnson, Mayor

Attest: _____
Naomi D. Atkinson, City Clerk

Date: May 15, 2024

Mayor and City Council of

Brunswick, Georgia

Proclamation

WHEREAS, the City of Brunswick is sustained by the efforts of devoted professionals dedicated to improving the quality of life of the community and dedicated to protecting individuals, families and children; and

WHEREAS, Judge Christopher O'Donnell has served the City of Brunswick, Municipal Court for 11 years, displaying discipline in upholding the laws that increase the wellbeing of our community; and

WHEREAS, the City of Brunswick is grateful to Judge O'Donnell for his dedication and commitment to the residents of the City of Brunswick; for his strong sense of justice, fairness, and respect for all parties in the courtroom.

NOW, THEREFORE, I, Cosby H. Johnson, by virtue and authority vested in me as Mayor, do hereby proclaim Wednesday, May 15, 2024 as:

**A Day of Celebration Honoring Christopher O'Donnell, Retiring
Municipal Court Judge**

in our community and, on behalf of my fellow Commissioners and the citizens of the City of Brunswick, commend Judge O'Donnell for his outstanding accomplishments, dedication, and commitment.

In witness whereof I have hereunto set my hand and caused this seal to be affixed.

Cosby H. Johnson, Mayor

Attest: _____
Naomi D. Atkinson, City Clerk

Date: May 15, 2024

OFFICIAL MINUTES
BRUNSWICK CITY COMMISSION
WORK SESSION
WEDNESDAY, MAY 1, 2024 AT 5:30 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 ~ (*attended via zoom*), Commissioner Lance Sabbe and Commissioner Gwen Atkinson-Williams

ABSENT: Commissioner Kendra Rolle

CALL TO ORDER: Mayor Johnson

PRESENTATION(S)

1. Sam Massad, with Pioneer Land Surveying to Present and Review Howard Coffin Park Survey Plat.

~The above-referenced item was removed from the agenda. ~

2. Sam Massad, CEO, Global Green Resources to Present Information on New Recycling of the Municipal Solid Waste.

Mr. Massad gave a brief overview of a new machine for recycling solid waste.

Following questions and responses, the commission thanked Mr. Massad for the presentation.

WORK SESSION ADJOURNED – *session adjourned at 5:47 p.m.*

**OFFICIAL MINUTES
BRUNSWICK CITY COMMISSION
REGULAR SCHEDULED MEETING
WEDNESDAY, MAY 1, 2024
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 Kendra Rolle, Commissioner Lance Sabbe and Commissioner Gwen Atkinson-Williams

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

INVOCATION: Pastor Troy Moody, Kingdom Builder Church

PLEDGE OF ALLEGIANCE: Recited in unison by all in attendance.

APPROVAL OF AGENDA

1. Adoption of May 1, 2024 Regular Scheduled Commission Meeting Agenda.

Commissioner Sabbe made a motion to approve the above-referenced agenda with the deferment of item number seven “Planning and Appeals Commission Appointments” until May 15, 2024 commission meeting; seconded by Commissioner Rolle. Motion passed unanimously.

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

2. Proclamation Presentation to Morgan Marshall and Teria Flowers with Safe Harbor; Recognizing the Month of May as Teen Pregnancy Prevention Month.

Proclamation accepted with gratitude.

3. Proclamation Recognizing the Month of May as National Cities, Towns and Village Month.

Proclamation read by Mayor Johnson.

4. Proclamation Recognizing May 5th – 11th as Municipal Clerk’s Week.

Proclamation read by Mayor Johnson and presented to City Clerk Atkinson.

Proclamation was accepted with gratitude.

UPDATE

5. Brunswick-Glynn Joint Water and Sewer Executive Director Andrew Burroughs to Provide An Update on Projects in the City.

Following update, commission thanked Executive Director Burroughs.

6. Orange Square Community Park and Splash Pad. (*R. McDuffie*)

City Manager McDuffie gave a brief overview on Orange Square Community Park and Splash Pad.

Following update, questions and responses commission thanked City Manager McDuffie and Tim Nelson for the updates.

APPOINTMENT(S)

7. Commission

- 1) Planning and Appeals Commission ~ Three Appointments – (two board members and one alternate)

~The above-referenced item was deferred until May 15, 2024 commission meeting.~

ITEM(S) TO CONSIDER FOR APPROVAL

8. Consider Approval of April 17, 2024 Regular Scheduled Meeting Minutes. (*subject to any necessary charges.*) (*N. Atkinson*)
Commissioner Sabbe made a motion to approve the above-referenced minutes; seconded by Commissioner Rolle. Motion passed unanimously.
9. Consider Approval of Brunswick Police Department Surplus Items. (*K. Jones*)
Commissioner Atkinson-Williams moved to approve the surplus list submitted by Brunswick Police Department; seconded by Commissioner Rolle. Motion passed unanimously.
10. Consider Approval of Financial Reports as of March 31, 2024. (*R. McDuffie*)
Commissioner Atkinson- Williams moved to approve the above-referenced reports as submitted; seconded by Commissioner Sabbe. Motion passed unanimously.
11. Consider Approval of Renewal of General Liability and Property Insurance with Georgia Interlocal Risk Management Agency (GIRMA). (*C. Hancock*)
Commissioner Rolle moved to approve the above-referenced renewal of general liability and property insurance pending any necessary amendments; seconded by Commissioner Rolle. Motion passed unanimously.

DISCUSSION

12. Preliminary Presentation of the 2024/2025 Fiscal Year Budget. (*R. McDuffie*)
City Manager McDuffie gave a brief overview of the proposed 2024/2025 fiscal year budget. Following questions and responses, commission thanked City Manager McDuffie for the presentation.

CITY ATTORNEY'S ITEM(S)

13. Consider Approval of Amendment to the Employment Agreement Between the City of Brunswick and City Clerk Naomi Atkinson.
Commissioner Rolle moved to approve the above-referenced amendment to City Clerk Atkinson employment agreement; seconded by Commissioner Sabbe. Motion passed by a vote of 4 to 0 with Commissioner Atkinson-Williams recusing herself due to kinship.
14. Consider Approval of Amendment Number 18 of City of Brunswick Defined Benefit Plan.
Commissioner Atkinson-Williams moved to approve the above-referenced amendment of the City of Brunswick Defined Benefit Plan; seconded by Commissioner Rolle. Motion passed unanimously.

EXECUTIVE SESSION

Commissioner Rolle moved to hold an executive session to discuss litigation and real estate; seconded by Commissioner Sabbe. Motion passed unanimously.

Amended motion:

Commissioner Rolle moved to hold an executive session to discuss litigation, real estate, and personnel; seconded by Commissioner Sabbe. Motion passed unanimously.

RECONVENE EXECUTIVE SESSION

Commissioner Sabbe made a motion to appoint Judge Pro Tem Jason Clark as Chief Judge of City of Brunswick Municipal Court until June 30, 2024; seconded by Commissioner Rolle. Motion passed unanimously.

Commissioner Rolle moved to adjourn; seconded by Commissioner Sabbe. Motion passed unanimously.

MEETING ADJOURNED – *meeting adjourned at 8:20 p.m.*

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

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



SUBJECT: Community Development Block Grant (CDBG) FY 2024 Annual Action Plan

COMMISSION ACTION REQUESTED ON: May 15, 2024

PURPOSE:

Approval of the Community Development Block Grant (CDBG) FY 2024 Annual Action Plan

HISTORY:

The CDBG FY 2024 Annual Action Plan is mandated by federal law and regulation promulgated by the U.S. Department of Housing and Urban Development for the City of Brunswick to receive federal funding for affordable housing and community development initiatives benefitting primarily low- and moderate- income persons.

The City of Brunswick is receiving an annual allocation of \$412,912 for program Year 2024. Distributive use of the funds is set by law. Up to twenty percent (20%) can be used for program administration, and fifteen percent (15%) can be distributed to sub-recipients, with the remaining directly applied to City Programs.

FACTS AND ISSUES:

- The Department of Neighborhood & Community Services conducted a public hearing February 27, 2024 to identify needs within the city.
- Eight (8) organizations submitted RFP's for Public Services and Public Facilities funding. An Advisory Board selected the sub-recipient grantees and amount awarded to each.
- Several housing, social services agencies, and other organizations were consulted during the development of the Annual Plan.
- The Draft Annual Action Plan was developed and made available for citizen review and comment for a period of thirty (30) days and all comments received were considered.
- The Department of Neighborhood & Community Services held a second Public Hearing on April 10, 2024 to solicit comments on the Annual Action Plan.
- Submission of the FY 2024 Annual Action Plan must be made to the U.S. Department of Housing and Urban Development by June 17, 2024.

BUDGET INFORMATION:

The anticipated total allocation for FY 2024 is \$412,914.

To address the identified needs, the Department of Neighborhood & Community Services has established the following goals and outcomes to be achieved through the investment of its HUD resources during Plan Year 2024:

- Housing rehabilitation including accessibility improvements - \$227,874
- Improve Public Facilities/Infrastructure - \$8,040
- Provide Public Services - \$60,000
- Remove Slum and Blight - \$70,000
- Provide Fair Housing education and outreach - \$2,000
- Planning and Administration of the CDBG program - \$47,000

OPTIONS:

1. The City Commission may vote the adoption of the CDBG FY 2024 Annual Action Plan.
2. The City Commission may vote not to adopt the CDBG FY 2024 Annual Action Plan.

DEPARTMENT RECOMMENDATION ACTION:

City Commission approve the CDBG FY 2024 Annual Plan, authorize its submission to the U.S. Department of Housing and Urban Development, and authorize the Mayor to execute all documents related to CDBG funding.

DEPARTMENT:

Neighborhood and Community Services

Prepared by: David Bravo/Dina Carter

ADMINISTRATIVE COMMENTS:

The commission has received a CDBG/DRAFT FY 2024 Annual Action Plan. The Plan remains a DRAFT until approved by the City Commission and the U.S. Department of Housing and Urban Development.

ADMINISTRATIVE RECOMMENDATION:



City Manager

4/19/2024

Date

2024 Annual Action Plan

Community Development Block Grant (CDBG) Program



City of Brunswick
601 Gloucester Street, Brunswick Ga

Contents

- Executive Summary 2
 - AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)..... 2
 - PR-05 Lead & Responsible Agencies – 91.200(b) 5
 - AP-10 Consultation – 91.100, 91.200(b), 91.215(l)..... 6
 - AP-12 Participation – 91.105, 91.200(c) 10
- Expected Resources 11
 - AP-15 Expected Resources – 91.220(c)(1,2) 11
- Annual Goals and Objectives..... 13
 - Projects..... 16
 - AP-35 Projects – 91.220(d)..... 16
 - AP-38 Project Summary 18
 - AP-50 Geographic Distribution – 91.220(f) 26
- Affordable Housing 27
 - AP-55 Affordable Housing – 91.220(g)..... 27
 - AP-60 Public Housing – 91.220(h) 28
 - AP-65 Homeless and Other Special Needs Activities – 91.220(i) 29
 - AP-75 Barriers to affordable housing – 91.220(j) 32
 - AP-85 Other Actions – 91.220(k)..... 33
- Program Specific Requirements..... 35

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The Brunswick, GA 2024 Annual Plan is mandated by federal law and regulations promulgated by the U.S. Department of Housing and Urban Development (HUD) for the City to receive federal funding for affordable housing and community development initiatives benefitting primarily low- and moderate-income persons.

The City of Brunswick anticipates receiving the following grant amounts in fiscal year 2024:

- Annual allocation CDBG: \$391,565
- Estimated amount in the remainder of the Five-Year Consolidated Plan: \$0. This is the 5th and final year of the FY 2020-2024 Consolidated Plan.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items, or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Housing needs among residents of Brunswick were determined by analyzing housing problems by income level, tenure, and households with special needs for the 2020-2024 Consolidated Plan. Sources include the Comprehensive Housing Affordability Strategy (CHAS) dataset, which is based on the 2015-2019 American Community Survey (ACS) Five-Year Estimates. This source analyzes households with one or more housing problems (overcrowding, lacking adequate kitchen or plumbing facilities), and households experiencing cost burden (paying more than 30% of household income for housing costs) and severe cost burden (paying more than 50% of household income for housing costs).

The most significant housing issue identified is cost burden. According to CHAS data, 1,090 renter households and 230 owner households in the City of Brunswick are cost burdened.

In general, elderly family households have less difficulty in affording housing costs than other household types. Elderly non-family households have the greatest difficulty finding affordable housing. With regards to other housing problems, overcrowding is the second most common problem, but only among renters; no owners are overcrowded as reported in the data.

To address the identified needs, the City has established the following goals and outcomes to be achieved through the investment of its HUD resources during FY 2024:

- Housing Rehabilitation (including Accessibility Improvements) - \$227,874 (10 housing units rehabilitated)
- Improve Public Facilities/Infrastructure - \$8,040 (Improvements to a transitional housing facility for homeless veterans, to include installation of mailboxes)
- Provide Public Services - \$60,000 (6 non-profits)
- Remove Slum & Blight - \$70,000 (4 buildings demolished)
- Planning and Administration of the CDBG Program – \$47,000

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The summary of past performance reported below was taken from the City's most recently completed Consolidated Annual Plan Evaluation Report completed for the FY 2022 and submitted to HUD.

- Rehabilitation of thirteen (13) homes in 2022. In addition, funds were used by Rebuilding Together of Glynn County to install handicap ramps in three (3) homes to improve accessibility for people with disabilities.
- The City of Brunswick demolished nine (9) blighted properties in an effort to improve neighborhood conditions and prevent further deterioration in residential neighborhoods.
- Three public service agencies in the City were funded to provide services to low- to moderate-income persons and families provided by the following human services agencies: Coastal Outreach Academies, Foster Love Ministries, Roosevelt Lawrence Community Youth Center, and Safe Harbor Childrens Center.

Additionally, the City completed two (2) activities using 2020 CDBG-CV funding, including:

- Public Services- FaithWorks Ministries operated a steady supply of nutritious food to homeless individuals and LMI households in the City. The grantee set up surplus of homeless people in hotels and provided cleaning supplies, medicine, and food.
- Public Facilities Improvements- Funds were used for improvements to the Roosevelt Senior Center, to expand the outdoor recreation and social space, which is used for outdoor activities including meal distribution.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Several housing, social service agencies, and other organizations serving the City of Brunswick were consulted during the development of the 2024 Annual Action Plan. The City held a public needs hearing on February 27, 2024, and a second public hearing on April 10, 2024. The Annual Plan was made public for a period of 30 days, from March 29, 2024, through April 29, 2024. The City consulted with various agencies including affordable housing providers, neighborhood organizations and City Departments.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

There were no comments received during the public hearings held on February 27, 2024, and on April 10, 2024.

6. Summary of comments or views not accepted and the reasons for not accepting them

There were no comments received that were not accepted.

7. Summary

The 2024 Annual Action Plan has been developed with community input and reflects the needs of the City. It is consistent with the priority needs and goals outlined in the 2020-2024 Five-Year Consolidated Plan.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Brunswick	Department of Neighborhood and Community Services

Table 1 – Responsible Agencies

Narrative (optional)

The lead agency for the Consolidated Plan is the City of Brunswick Department of Neighborhood and Community Services which administers the CDBG program and Georgia’s SHP Housing program. Several City departments are active stakeholders in community development projects and improvements, including Engineering and Inspections and Code Enforcement.

Consolidated Plan Public Contact Information

David Bravo
 Department of Neighborhood and Community Services
 City of Brunswick
 601 Gloucester Street
 Brunswick, Georgia 31520
 Ph: 912-267-5584
 Fax: 912-267-5549
dbravo@cityofbrunswick-ga.gov

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City developed an outreach effort to maximize input from a large cross-section of stakeholders. This outreach effort included public meetings, stakeholder meetings and published meeting notices carried out for the annual CDBG allocation.

Several housing, social services agencies, and other organizations serving the City of Brunswick were consulted during the development of this 2024 Annual Plan. The City held a public needs hearing on February 27, 2024, and another public meeting on April 10, 2024, while the Annual Plan was on display. The City consulted with various agencies including affordable housing providers, neighborhood organizations, homeless and social service providers, economic development organizations and City departments.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The City encourages a high level of public communication and agency consultation in an effort to demonstrate its commitment to identifying priority needs and engaging the participation of citizens, public agencies, and non-profit organizations in a positive and collaborative manner. A list of stakeholders and affordable housing providers was developed and included public agencies and non-profit organizations whose missions included the provision of affordable housing and human services to low-and-moderate-income households and persons. These stakeholders were provided with a questionnaire to generate input on the needs of the community for the purpose of informing and developing the 2024 Annual Plan. A list of stakeholders and participating agencies is included in the table below. The following is a summary of comments received during the 2024 outreach process:

Greatest Needs in the Community:

- Jobs do not match the cost of living for both homeowners and renters.
- Lack of safe and decent affordable housing.
- Lack of public transportation which creates a barrier to accessing jobs and limits housing options, especially for those without their own forms of transportation.
- Not enough housing choices in the current housing market for Housing Choice Voucher holders.

Other Identified Needs in the Community:

- Public Housing is having issues getting qualified people to apply for maintenance positions to improve the housing units.
- Contractors are having difficulties finding workers and are therefore less willing to commit to jobs.
- The cost of items needed to upkeep and improve public housing units, such as appliances, have been in short demand. Local stores are no longer carrying item in stock.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Brunswick staff actively participate in the Point in Time Count by assisting homelessness providers in surveying persons experiencing homelessness. The City of Brunswick has also allocated \$7,819 of CDBG funding for FY 2024 to Safe Harbor Children’s Center, Inc. whose primary constituents are minors and unaccompanied youth.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Stakeholders working with those experiencing homelessness provided input during stakeholder interviews and in the project selection process. The City of Brunswick does not receive ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	<p>Agency/Group/Organization</p> <p>Agency/Group/Organization Type</p> <p>What section of the Plan was addressed by Consultation?</p> <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	BRUNSWICK HOUSING AUTHORITY
		PHA
		Non-Homeless Special Needs
		The organization participated in a stakeholder meeting to discuss the current housing and community development needs.
2	<p>Agency/Group/Organization</p> <p>Agency/Group/Organization Type</p> <p>What section of the Plan was addressed by Consultation?</p> <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	Safe Harbor Children's Shelter, Inc.
		Services-Children Services-homeless
		Homeless Needs - Chronically homeless Homelessness Needs - Unaccompanied youth
		The agency participated in a stakeholder meeting held to discuss the current housing and community development needs.
3	<p>Agency/Group/Organization</p> <p>Agency/Group/Organization Type</p> <p>What section of the Plan was addressed by Consultation?</p> <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	Rebuilding Together of Glynn County Georgia Inc.
		Housing Services - Housing
		Housing Need Assessment
		The agency participated in a stakeholder meeting to discuss the current housing and community development needs.
4	<p>Agency/Group/Organization</p> <p>Agency/Group/Organization Type</p>	Second Harvest of Coastal Georgia
		Services-Health

	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency participated in a stakeholder meeting to discuss the current housing and community development needs.
5	Agency/Group/Organization	St. Marks Towers
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency participated in a stakeholder session during the development of the plan.

Identify any Agency Types not consulted and provide rationale for not consulting

There were no groups or agency types purposely not consulted. Broadband providers and agencies that address hazard mitigation were consulted during the Five-Year Consolidated Plan process and did not participate in the development of this annual plan.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Safe Harbor Children's Center, Inc.	The goals are aligned, though the City does not receive ESG funding.
2020-2024 Consolidated Plan	City of Brunswick	The goals are aligned.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

- Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal setting

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Newspaper Ad	Non-targeted/broad community	A newspaper advertisement was published to announce the public meetings and availability of the draft Annual Action Plan.	N/A	N/A	
2	Public Hearing	Non-targeted/broad community				

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	391,565	0	0	391,565	This is the fifth and final year of the 2020-2024 Consolidated Plan

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The non-profit organizations funded as sub-recipients have additional financial capacity through foundations and fundraising campaigns. Federal funds provide these organizations with the opportunity to expand their services to benefit more low- and moderate-income persons.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The Land Bank currently does not have any vacant parcels in its possession. However, when there are parcels available to the Land bank, there is potential to build single family units on these lots.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing rehabilitation incl. accessibility improve	2020	2024	Affordable Housing	Citywide	Preserve Existing Affordable Units	CDBG: \$209,914	Homeowner Housing Rehabilitated: 9 Household Housing Unit
2	Improve public facilities/infrastructure	2020	2024	Non-Housing Community Development	CDBG Eligible Areas	Improve Public Facilities and Infrastructure	CDBG: \$8,040	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 30 Persons Assisted
3	Provide public services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	Citywide	Provide Public Services	CDBG: \$58,734	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: Persons Assisted
4	Remove slum and blight	2020	2024	Non-Housing Community Development	Citywide	Remove and Prevent Spread of Blighting Factors	CDBG: \$67,877	Buildings Demolished: 4 Buildings

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Planning and administration of the CDBG program	2020	2024	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	Citywide	Planning/Administration & Furthering Fair Housing	CDBG: \$47,000	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Housing rehabilitation incl. accessibility improve
	Goal Description	Activities related to the preservation and rehabilitation of renter and owner-occupied affordable housing (single and multi-family). This includes making emergency repairs to housing and minor/moderate/major rehabilitation including accessibility improvements.
2	Goal Name	Improve public facilities/infrastructure
	Goal Description	Infrastructure improvements such as water and sewer lines, streets, and sidewalks; public facility improvements related to senior centers, libraries, parks, playgrounds and trails and other public community assets; facilities for formerly sex trafficked persons; architectural barrier removal.

3	Goal Name	Provide public services
	Goal Description	Support for public services in a variety of areas including: transportation; mental health and substance abuse; childcare and youth services; after-school programs; elderly services; wraparound services for the homeless/at risk populations; legal services; victims of domestic violence and/or child abuse; food security; access to broadband for low- and moderate-income persons; job training services; services for formerly incarcerated persons; services for veterans and services for formerly sex-trafficked persons.
4	Goal Name	Remove slum and blight
	Goal Description	Spot demolition of blighted properties
5	Goal Name	Planning and administration of the CDBG program
	Goal Description	Administrative and planning costs to operate the CDBG program successfully and provide outreach and education of fair housing laws.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City proposes the following activities for 2024 funding.

Projects

#	Project Name
1	Administration
2	Coastal Outreach Academies
3	Brunswick Rocks
4	Roosevelt Lawrence Community Center
5	Rebuilding Together of Glynn County
6	Foster Love Ministries
7	Safe Harbor Children Center, Inc.
8	Youth Enrichment Learning Center
9	Golden Isles Veterans Village
10	Spot Demolition
11	Minor/Major Home Repair Program

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

One overarching goal is to make lasting impact in the community; projects were selected that would benefit the City of Brunswick for many years to come. While housing rehabilitation and construction of new affordable housing is a significant need in the City, limited resources prevent the City from building new affordable housing developments; the City of Brunswick will focus efforts on housing rehabilitation in the form of the emergency repairs and rehabilitation program.

Investments in public facilities and infrastructure in low- and moderate-income areas will make lasting impact on the quality of life in those communities. There is a need for sidewalks throughout the City as there is no public transit system and residents without access to private vehicles frequently walk to their destination; sidewalks, street lighting and curb ramps make it safer for all persons who rely on walking.

Public services for children and youth are needed. Workforce development and providing opportunities to reduce poverty are a priority. Youth workforce development is a critical need as well as after school

programs.

The primary obstacle to addressing underserved needs continues to be lack of resources to fully rehabilitate and revitalize the housing stock. Additionally, public transit remains a significant barrier for residents, particularly low- and moderate-income households without access to a private vehicle. The solution to a public transit system requires countywide support and while the City can continue to advocate for a solution it is beyond the jurisdiction of the City alone.

AP-38 Project Summary
Project Summary Information

1	Project Name	Administration
	Target Area	Citywide
	Goals Supported	Planning and administration of the CDBG program
	Needs Addressed	Planning/Administration & Furthering Fair Housing
	Funding	CDBG: \$47,000
	Description	General administration, staffing and equipment; and develop, administer, revise, implement and evaluate the day-to-day operation of entitlement programs. Activities include program design; develop Annual Plans and grant administration; Sub recipient compliance monitoring, program outreach, public relations and training; environmental review and labor standards.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Other: 1
	Location Description	Citywide
	Planned Activities	General administration, staffing and equipment; and develop, administer, revise, implement and evaluate the day-to-day operation of entitlement programs. Activities include program design; developing Annual Plans and grant administration, Sub recipient compliance monitoring, program outreach, public relations and training; environmental review and labor standards. Matrix Code 21A
2	Project Name	Coastal Outreach Academies
	Target Area	Citywide
	Goals Supported	Provide public services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$11,819

	Description	Coastal Outreach Academies programs serve 160 students from low income areas in Brunswick. Their programs provide a fun way to engage the students, provide an exercise outlet in a safe environment, provide positive reinforcement from mentors and improve school attendance and performance. The programs serve children ages four to eleven. The goal is to keep pre-teen and teen girls involved in physical fitness, cultural enrichment and empowerment activities.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	178 students
	Location Description	Altama Elementary School, Arco Community at Paulk Field and Howard Coffin Park
	Planned Activities	The amount requested will help pay for salaries of a Director, P/T Trainers (4), Summer PT Trainers (3), referees, and a bus driver. Public Services Matrix Code 05D
3	Project Name	Brunswick Rocks
	Target Area	Citywide
	Goals Supported	Provide public services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$7,819
	Description	Funds a public services activity with provides recreational programs to low- and moderate-income persons to promote health, fitness, and personal growth.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	150 persons
	Location Description	Citywide
	Planned Activities	Funds will be used for the purchase of fitness equipment for the recreational programs.

4	Project Name	Roosevelt Lawrence Community Youth Center
	Target Area	Citywide
	Goals Supported	Provide public services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$15,819
	Description	The After-School Program provides a place where children can do their homework, be part of recreational activities and use the computer lab, while their parents or caregivers are at work. Most of the children are from low- to moderate-income families and most come from the Brunswick Housing Authority complexes in the City. The goal of the summer camp program is to achieve academic success. All the children enrolled in the program attend field trips and receive swimming lessons. They also have recreational activities. The children are provided with a breakfast, lunch, and snack. Recently, the Center added another program called Read Together 20 Minutes Every Day. This program will promote reading tools, such as early literacy, math, and social-emotional skills.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	130-140 Youth per year
	Location Description	Roosevelt Lawrence Community Youth Center
	Planned Activities	The funding will pay for the staff salaries and benefits. Matrix Code: 05D
5	Project Name	Rebuilding Together of Glynn County
	Target Area	Citywide
	Goals Supported	Housing rehabilitation incl. accessibility improve
	Needs Addressed	Preserve Existing Affordable Units
	Funding	CDBG: \$7,819
	Description	Funds will be used for the construction of three wheelchair ramps, and the salaries of a director, coordinator, construction manager, and contract services which includes labor and supplies.
	Target Date	6/30/2025

	Estimate the number and type of families that will benefit from the proposed activities	3 households needing accessibility modifications will benefit
	Location Description	Scattered sites
	Planned Activities	Funds will be used to pay salaries of those providing assistance installing ramps in the homes of elderly and/or disabled persons. Matrix Code: 14A
6	Project Name	Foster Love Ministries
	Target Area	Citywide
	Goals Supported	Provide public services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$4,819
	Description	Funds will be used to provide salaries of staff to provide training for foster parents
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	100 foster children per year
	Location Description	Foster Love Ministries, Inc.
	Planned Activities	Funds will be used to provide salaries of their director, family advocate, and office manager. Matrix Code: 05D
7	Project Name	Safe Harbor Children Center, Inc.
	Target Area	Citywide
	Goals Supported	Provide public services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$7,819

	Description	Since 1991, Safe Harbor Childrens Center has provided the children of Golden Isles and from across Georgia with a safe haven from abuse and neglect. They provide services that promote security and stability for at risk families, children and individuals. They offer the community's children a safe and supportive emergency shelter, where they can heal from trauma and transition towards lives as regular kids. The center provides seven important services that includes: emergency shelter, residential facilities, drop-in centers, outreach programs, advocacy for children, family preservation services and sexual assault counseling services.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	100 youth
	Location Description	Safe Harbor Children's Center, Inc.
	Planned Activities	Funding will help pay for the salaries of an Outreach Program Director and three staff members. Matric Code: 03T
8	Project Name	Youth Enrichment Learning Center
	Target Area	Citywide
	Goals Supported	Provide public services
	Needs Addressed	Provide Public Services
	Funding	CDBG: \$2,820
	Description	Funds will be used to implement a STEM program titled "Bank Their Bucks" which will enhance financial literacy, math, reading and use of technology for youth through an innovative kinesthetic learning approach.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	32 students from low-income areas in Brunswick
	Location Description	Citywide

	Planned Activities	Their grant request is for implementing a STEM program titled "Bank Their Bucks" which will enhance financial literacy, math reading and use of technology through an innovative kinesthetic learning approach. Matrix Code 05D
9	Project Name	Golden Isles Veterans Village
	Target Area	CDBG Eligible Areas
	Goals Supported	Improve public facilities/infrastructure
	Needs Addressed	Improve Public Facilities and Infrastructure
	Funding	CDBG: \$8,040
	Description	Project will complete improvements to a transitional shelter facility that serves homeless veterans, to include the installation of 30 mailboxes.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	30 homeless veterans per year
	Location Description	Scattered sites
	Planned Activities	Project will provide for the installation of mailboxes at the 30 home transitional housing facility at the Golden Isle Veterans Village
10	Project Name	Spot Demolition
	Target Area	Citywide
	Goals Supported	Remove slum and blight
	Needs Addressed	Remove and Prevent Spread of Blighting Factors
	Funding	CDBG: \$67,877
	Description	Spot demolition of blighted structures
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	7 buildings demolished
	Location Description	Scattered sites

	Planned Activities	Spot demolition of blighted structures. Matrix Code: 04
11	Project Name	Minor/Major Home Repair Program
	Target Area	Citywide
	Goals Supported	Housing rehabilitation incl. accessibility improve
	Needs Addressed	Preserve Existing Affordable Units
	Funding	CDBG: \$209,914
	Description	Provide Emergency Housing Repairs and Moderate-Minor to Major Rehabilitation, to improve the habitability of owner-occupied housing and Programs Delivery Support. Eligible applicants are low- and moderate-income at 80% or below the median income citywide.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	6 households
	Location Description	Scattered sites
	Planned Activities	Provide Emergency Housing Repairs and Moderate-Minor and Major Rehabilitation, to improve the habitability of owner-occupied housing and Program Delivery Support. Matrix Code: 14A

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Priority CDBG funding areas in Brunswick include areas where the percentage of low- to moderate-income persons is 51% or higher.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100
CDBG Eligible Areas	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City will use CDBG funds throughout the jurisdiction to serve low- and moderate-income persons and households. A portion of funds will be used for the rehabilitation and renovation of single-family homes of low- and moderate-income households to improve housing conditions. This is classified as Citywide because low- and moderate-income households live throughout the City.

Public services in the form of youth programming are available to all low- and moderate-income youth, independent of which neighborhood in which they reside. Homeless services are for homeless and unaccompanied youth who live throughout the City but for whom there is a presumed benefit.

This method of allocation will enable the City to serve the most disadvantaged residents given the limited funding available.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	9
Special-Needs	0
Total	9

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	9
Acquisition of Existing Units	0
Total	9

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The affordable housing needs will be supported through housing rehabilitation programs for owner occupied homes for low- and moderate-income households. These activities will help preserve affordable housing through the completion of repairs that ensure the habitability of homes.

AP-60 Public Housing – 91.220(h)

Introduction

The following is related to public housing in the City of Brunswick. The Brunswick Housing Authority operates all public housing.

Actions planned during the next year to address the needs to public housing

While the City is currently not planning on allocating CDBG funds to the Brunswick Housing Authority, the City continues to encourage Brunswick Housing Authority to make capital improvements and continue with programs to increase the quality of life of Public Housing tenants.

The Public Housing Authority has started receiving model units and is in the process of getting contracts in place to assist in getting these ready to rent. The Public Housing Authority is currently managing 634 public housing units—28 of which are available for persons with mobility disabilities (ADA) and 29 for elderly persons.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Residents are involved with management and operations of public housing developments through participation on resident councils. Brunswick Housing Authority looks for opportunities to hire residents for contract work through its Section 3 obligations. The Public Housing Authority will be continuing the FSS Program which currently has 15 participants. The Brunswick Housing Authority currently administers a homeownership program with 88 households signed up for NACA.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Brunswick Housing Authority is not designated as a troubled agency.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

This section was developed after consulting with service providers during the outreach process.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

In addition to conducting street outreach activities to identify unsheltered individuals, Saved By Grace provides walk-in services for unsheltered homeless men and women in the area. Services include, but are not limited to, showers, laundry, food, social services, help finding a job, etc. In addition, Saved By Grace has an on-site men's transitional work program, which can occupy 14 men. In this program, the men are required to work, attend recovery meetings, maintain curfew and four additional pages of rules.

Saved By Grace partners with Safe Harbor, Coastal Community Action, Gateway and private landlords to help provide housing for men in their program and those that walk-in for services. Saved By Grace partners with re-entry programs like Gateway Crisis Center and other similar organizations to help those that are coming out of institutions, crisis centers, etc.

Saved By Grace currently refers all homeless families to Safe Harbor but intends to provide family units in the future.

Safe Harbor Children's Center's Street Outreach Program provides homeless individuals with the emergency services and referrals they need to find safe housing solutions. The Street Outreach program will serve 210 homeless individuals per year in Glynn County, Georgia, and surrounding areas. The Street Outreach Program activities include: finding, tracking, communicating with, and building trusting relationships with homeless individuals; addressing the immediate needs of homeless with food, clothing, emergency shelter, and hygiene; providing crisis intervention needs 24 hours a day, 7 days a week; encouraging participants to improve their behavioral and physical health; and providing case management services to address health care needs and individual housing plans.

Safe Harbor has an MOU with the Glynn County Homeless Coalition to provide services for individuals and families. Street Outreach workers complete the VI-SPDAT assessment. If the assessment tool indicates a high priority for housing, staff makes the appropriate referral to a service provider or housing

provider in the community.

Addressing the emergency shelter and transitional housing needs of homeless persons

Safe Harbor’s admission policies ensure low-barrier shelter for individuals in the City. Adult housing providers are the Glynn Community Crisis for domestic violence, Gateway Community Service Board for mental health, hotel/motel vouchers, supportive housing, Salvation Army, Grace House, Heather House, and the Brunswick Housing Authority. Youth emergency housing and Transitional Housing for girls ages 16 to 22 are provided by Safe Harbor Children’s Center. Adult Day services, financial assistance and food bank services are provided by FaithWorks.

Safe Harbor Children’s Center provides seven important services that includes: emergency shelter, residential facilities, drop-in centers, outreach programs, advocacy for children, family preservation services and sexual assault counseling services. Saved by Grace offers transitional housing for men, which includes a work program and requires recovery services.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The following is a list of actions being taken and comments received during the outreach process to:

Shorten the time that persons experience homelessness

- Adult housing providers are the Glynn Community Crisis for domestic violence, Gateway Community Service Board for mental health, hotel/motel vouchers, supportive housing, Salvation Army, Grace House, Heather House, and the Brunswick Housing Authority

Facilitating access to affordable housing

- Safe Harbor Children’s Center’s Street Outreach Program provides homeless individuals with the emergency services and referrals they need to find safe housing solutions. The Street Outreach program will serve 210 homeless individuals per year in Glynn County, Georgia, and surrounding areas
- Local public housing and other low-income housing options are discussed with clients, however,

there is not enough affordable housing in the community.

Preventing a return to homelessness

- Safe Harbor Children's Center provides seven important services that includes: emergency shelter, residential facilities, drop-in centers, outreach programs, advocacy for children, family preservation services and sexual assault counseling services.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The following are some things being done to help low-income individuals and families from becoming homeless:

- The hospital and FaithWorks have a working relationship and occasionally meet to discuss issues.
- A case manager prioritizes helping guests get a birth certificate and an ID to access Salvation Army, Saved by Grace, and local health care and housing providers.
- Saved By Grace has an on-site men's transitional work program, which can occupy 14 men. In this program, the men are required to work, attend recovery meetings, and maintain curfew.

Discussion

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In the fifth year of the Consolidated Plan, the City of Brunswick will continue to focus on education and outreach to the public, real estate professionals, property managers, landlords, lenders and elected officials regarding fair housing laws as the landscape remains changed since COVID-19. The City continues to review zoning ordinances, as prescribed in the AI as part of the Fair Housing Action Plan.

Discussion:

Barriers to affordable housing identified by stakeholders include lack of affordable inventory, increasing rents that are not commensurate with increases in income. In addition, transportation is a barrier to employment opportunities for individuals needing affordable housing. The City will utilize CDBG for home repair programs that preserve existing housing stock and will support infrastructure investments to create new affordable housing for Veterans.

AP-85 Other Actions – 91.220(k)

Introduction:

Actions planned to address obstacles to meeting underserved needs

The primary obstacle to meeting underserved needs continues to be a lack of resources. The City of Brunswick will continue to look for new funding sources to address underserved needs of the City's most vulnerable populations. Additionally, public transportation has been cited as a need and barrier for residents in accessing job centers and managing daily activities. While a public transit solution will need to involve Glynn County, the City of Brunswick will continue to engage in conversations to make progress towards this goal.

Actions planned to foster and maintain affordable housing

The City will foster affordable housing through the housing rehabilitation program as well as infrastructure investments for affordable housing for Veterans.

Actions planned to reduce lead-based paint hazards

The City's goal is to increase the inventory of housing units that are lead safe. The City is committed to taking the following actions:

- Continue to meet HUD lead-based paint standards in housing rehabilitation programs.
- Expand the stock of lead safe housing through housing initiatives.
- Obtain training for program staff on lead hazard evaluation and reduction.
- Establish relationships with lead professionals and key partners such as risk assessors and clearance technicians, public health professionals and HUD lead grantees.
- Create procedures for determining when it is more cost effective to presume that a lead hazard is present and when it makes more sense to evaluate a property.

While the Health Department will continue to screen at-risk children for lead the City will continue its existing lead-based paint hazard education and testing elements of the homeowner rehabilitation program.

Brunswick does lead-based paint hazard screening on all housing projects funded by the City using CDBG funds. Where defective paint is observed, surfaces are prepared and repainted following abatement

guidelines provided by HUD.

Actions planned to reduce the number of poverty-level families

The City will continue to encourage business growth and the availability of workforce training and educational opportunities in the community. It will also continue to fund or offer letters of support for agencies that provide services to low- and moderate-income persons to reduce the underlying causes of poverty. Programs such as the housing rehabilitation program allow homeowners to build and maintain equity in their homes. Additionally, the City will remain engaged in a public transit solution to allow residents to access higher paying jobs located in Glynn County.

The Brunswick Housing Authority will continue to implement the Family Self Sufficiency Program to encourage and support growth in earned income and self-sufficiency.

Actions planned to develop institutional structure

Given the limited resources available to meet the needs of the community's most vulnerable populations, a mature institutional structure is needed to deliver services and leverage funds efficiently and effectively. The City plans to improve coordination among its partner agencies to promote a broadly shared understanding of community needs, collaborative and complementary approaches to addressing needs, and responsiveness to changes in conditions.

Actions planned to enhance coordination between public and private housing and social service agencies

The City will continue to coordinate planning activities with private housing and social service agencies, including participation in the Georgia Balance of State Continuum of Care meetings, development of the Continuum of Care, participation in the Point in Time count and homeless surveys. The City will also maintain close contact with sub-recipients of CDBG funds to further enhance coordination between the City and other organizations.

Discussion:

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

This section describes program specific requirements for CDBG funds

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- | | |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 0 |

Other CDBG Requirements

- | | |
|---|-----|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 82% |



City of Brunswick

FY2025

Proposed Budget



Premier Coastal City of Georgia

City of Brunswick

List of Principal Officials FY 2025

Mayor & Commissioners

Mayor	Cosby H. Johnson
Mayor, Pro-Tem South Ward	Felicia Harris
Commissioner, North Ward	Kendra Rolle
Commissioner, North Ward	Gwen Atkinson-Williams
Commissioner, South Ward	Lance Sabbe

Appointed Officials

City Manager	Regina M. McDuffie
Assistant City Manager	Jeremiah Bergquist
City Clerk	Naomi Atkinson
City Attorney	Brian Corry
Finance Director	vacant
Municipal Court Judge	Chris O'Donnell
Municipal Court Clerk	Mandy Sapp
Chief of Police	Kevin Jones
Fire Chief	Tim White
City Engineer/ Public Works Director	Garrow Alberson
Planning & Development	John Hunter
Economic Development	Vacant
Neighborhood & Community Services	David Bravo
Downtown Development	Mathew Hill
Human Resources Manager	Sagrario Thomas
Information System Manager	William Bilancio
Project Manager	Tim Nelson



CITY OF BRUNSWICK

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

Cosby H. Johnson, Mayor
Felicia M. Harris, Mayor Pro Tem
Kendra L. Rolle, Commissioner
Lance Sabbe, Commissioner
Gwen Atkinson-Williams, Commissioner

City Attorney
Brian D. Corry

City Manager
Regina M. McDuffie

May 1, 2024

RE: Fiscal Year 2025 Proposed Budget

Honorable Mayor & Commissioners,

The City has great opportunities ahead and continues to raise the bar to provide exemplary services to the citizens, residents, and visitors. Our community has been fortunate to record continued growth in the major revenue areas that support our operations. The Fiscal Year 2025 budget provides resources to support the city workforce and new services for our citizens. The proposed general fund budget is \$22,773,044 an 12.3% increase from the approved budget for last fiscal year.

Our goal for this year is to continue improving internal processes and efficiencies through technological enhancements, reinforcing our workforce, and supporting equipment needs. Increases in expenditures are proposed to support personnel costs and added services. Funding for capital outlays is reduced due to availability of SPLOST funding. Funding levels to outside agencies were maintained.

Revenues: The budgeted revenues for FY2025 are 12.3% more than annual revenue projections for the current year and 5.2% more than revenues collected in 2023. Property taxes are conservatively budgeted despite projected growth of more than 8.0% in the digest. Sales taxes are projected to be up nearly \$1.0 million compared to the previous budget but only 5.7% over actual collections in fiscal year 2023. Insurance Premium Tax is projected to increase slightly. Building Permits and Municipal Court fines are expected to increase in the upcoming fiscal year due to new developments and additional court activities, respectively.

The use of funds for revenue recovery from the America Rescue Plan Act budgeted last fiscal year for Housing development and the start-up of public transportation will be rolled into separate funds to provide proper accounting for grant and operational funding.

The budget includes \$750,000 from the City's undesignated fund balance which remains at a healthy level and increased by more than \$2.0 million based on the 2023 audit. The fund balance is also sufficient to fund the city's cashflow.

Proposed Personnel Changes: The budget includes seven (7.0) full-time employees for personnel to support the city's new housing initiative and additional right of way maintenance workers. The Deputy Marshall position is proposed to be moved from the Police Department to Code Enforcement to provide better oversight and align responsibilities. Over \$2.4 million is budgeted to support higher health premiums and pension costs to ensure that the fund continues to provide adequate funding for future liabilities.



CITY OF BRUNSWICK

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Lance Sabbe, Commissioner
Gwen Atkinson-Williams, Commissioner

City Attorney
Brian D. Corry

City Manager
Regina M. McDuffie

Proposed Operational Changes: New Housing programs and transit operations are funded as additional services. The proposed budget includes all salary increases which were approved in the current fiscal year plus a 3% increase for all employees mid-year. We will continue to provide resources to effectively enhance employee retention and recruitment in public safety, public works, and other critical areas. Our goal is to provide competitive salaries and better benefits to attract the best and brightest to our staff.

Despite rising costs and inflation, the city's financial condition remains strong, and projections are favorable. Downtown developments are continuing, and the availability of SPLOST funds to support major capital needs will improve the city's economic health. My goal is to continue to encourage efficiency and strong productivity from the city's workforce to meet the needs of the community. Your continued support and consideration of the proposed budget is appreciated.

Sincerely,



Regina M. McDuffie, City Manager

City of Brunswick
FY 2024-25 Proposed Budget
Budget Summary

Budget Highlights

Budget Schedule

Revenue Summary

Revenue Chart

Expenditure Summary

Expenditure Chart

Personnel Cost Chart

Authorized Position

Proposed Position Change Summary

Fixed Asset Summary



FY 2025 Budget Highlights

Proposed General Fund Budget -

\$22,773,044 12.3%

Revenues

Property Taxes - \$5.8 million 28.9%

Sales Taxes - \$10.0 million 50.2%

Other Taxes - \$4.2 million 20.9%

Total Taxes - \$20.0 million 88.05%

Appropriated Fund Balance - \$750,000

Increases in Municipal Court, Building Permit and Rental revenues

Expenses

Authorized Personnel - 244 FT, 9 PT

Budgeted - 227

Additional personnel - 8 Full Time Equivalent

(4) Public Works personnel for ROW Maintenance

(4) Housing Development positions

3% COLA increase - effective December 1st

Key Initiatives

Housing Development / Community Revitalization

MicroTransit System Administration

Street Maintenance & Debris Removal Personnel

Additional Highlights

\$160,000 Purchase of Axon Public Safety Equipment for Police Dept.

\$30,000 - Administration of Short-Term Rentals

\$75,000 in additional funding for legal processing

\$75,000 for funding for the Land Bank

\$50,000 - continued support for Front Line employees incentives

FY 2025 Proposed SPLOST Allocation

\$200,000 - Purchase of Fire Vehicle Apparatus (1 year payment)

Total cost - \$1.5 - \$1.7 million

\$75,000 - Public Safety Facility Assessment / Study

\$286,000 - Purchase of (6) Police Vehicles

(2) Patrol, (2) CID, (2) Support Services

\$299,000 - Purchase of Public Works Vehicles

Dump Truck, Storage Shed, Street vehicle / equipment

\$150,000 - Ritz Theatre HVAC System replacement

\$350,000 - Accounting Software

\$1,360,000 - Total FY 2025 SPLOST Projects



BUDGET SCHEDULE FY2025



EVENT DESCRIPTION

COMPLETION DATE

BUDGET MEETING (review of budget process & distribution of budget information)

with Department Heads **9:00 A.M.**

THURSDAY, MARCH 07, 2024

PHASE I - BUDGET SCHEDULE

Department Budget Preparation Meetings

Week of MARCH 11th, 2024

Submission of Department/Agency Budget Requests

THURSDAY, MARCH 28th , 2024

Including all forms

Departmental Budget Hearings & 9 AM - 12 PM
Agencies Budget Hearings 2 PM - 5 PM

WEEK OF APRIL 8th

PHASE II - BUDGET SCHEDULE

Budget Review

WEEK OF APRIL 15th

Budget Revisions Prepared

WEEK OF APRIL 19th

Budget Revisions Back from Depts

TUESDAY, APRIL 24th

PHASE III - FINAL BUDGET PREPARATION

Budget presentation to Commissioners

WEDNESDAY, MAY 1ST, 2024



BUDGET SCHEDULE FY 2025



EVENT DESCRIPTION

COMPLETION DATE

PROPOSED BUDGET APPROVAL

WEDNESDAY, MAY 15TH

Public Notice on Proposed Budget*
(Availability and Public Hearing)

WEDNESDAY MAY 22ND, 2024

Commissioner's Budget Reviews

WEDNESDAY May 29TH
WEDNESDAY June 5TH

Public Hearing on Budget**

WED., JUNE 5TH, 2024
Prior to REGULAR MEETING

BUDGET APPROVAL BY COMMISSIONERS **Budget Resolution Required with all funds**

TUESDAY, JUNE 18TH, 2024
REGULAR MEETING

Approved Budget sent to departments

MONDAY, JULY 1ST

NOTE: Department hearings will be held in the 2nd Floor conference room

Commission meetings will be held at Old City Hall. Commission Budget reviews TBD.

Public Hearing will be held at Old City Hall.

* Advertisement must be seven (7) full days prior to the Public Hearing

** Public Hearing must be seven (7) full days prior to final budget approval

Budget Acronyms

FY - Fiscal Year

LOST - Local Option Sales Tax

SPLOST - Special Purpose Local Option

FTE - Full-Time Equivalent

ROW - Right of Way

CDBG - Community Development Block Grant

CDBG-DR Community Development Block Grant-
Disaster Recovery

DDA - Downtown Development Authority

HCP - Howard Coffin Park

NCS - Neighborhood Community Services

RHC - Roosevelt Harris Center

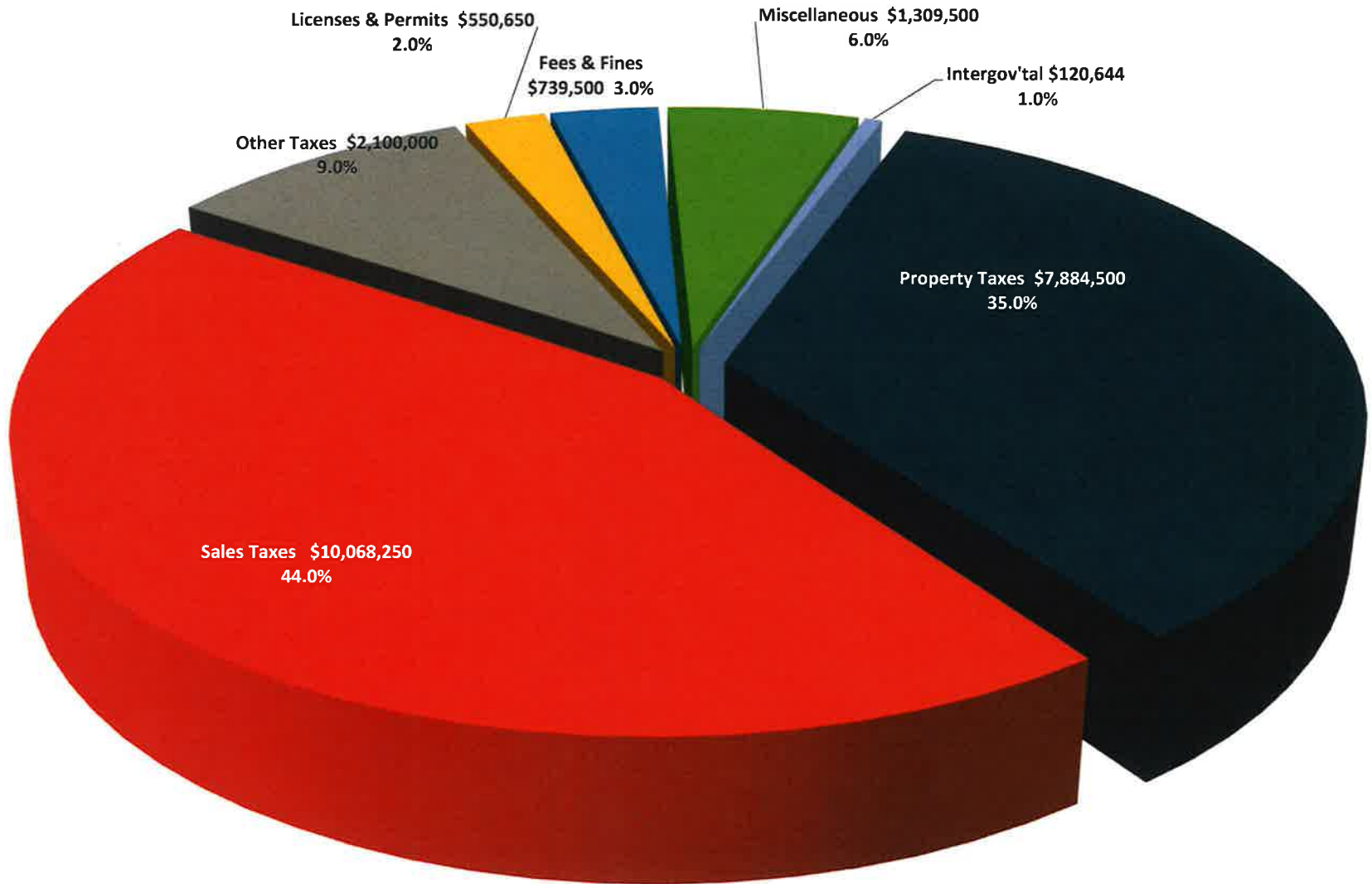
RLC - Roosevelt Lawrence Center

CITY OF BRUNSWICK

FY 2025 Proposed Budget

	Actual Budget 2022	Actual Budget 2023	Approved Budget 2024	Proposed Budget 2025	% Change FY24-25	% Change FY23-25
General Fund Revenues						
General property taxes	\$ 6,632,764	\$ 7,212,660	7,420,000	\$ 7,884,500	6.26%	9.31%
Sales & Use taxes	8,703,728	9,520,485	9,000,000	10,068,250	11.87%	5.75%
Alcohol taxes	487,310	461,545	460,000	455,000	-1.09%	-1.42%
Business taxes	1,331,133	1,259,169	1,320,000	1,520,000	15.15%	20.71%
Penalties & Interest	146,990	121,148	125,000	125,000	0.00%	3.18%
Recording & Other Fees	22,035	19,781	16,474	25,000	51.75%	26.38%
Sub-Total Taxes	\$ 17,323,960	\$ 18,594,788	18,341,474	\$ 20,077,750	9.47%	7.98%
Business licenses	\$ 286,201	\$ 282,378	280,550	\$ 281,650	0.39%	-0.26%
Permits	124,985	143,444	164,400	266,500	62.10%	85.79%
Penalties & Interest on Delinquent	1,703	2,681	1,900	2,500	31.58%	-6.75%
Sub-Total Licenses & Permits	\$ 412,889	\$ 428,503	446,850	\$ 550,650	23.23%	28.51%
CDBG Subgrants	\$ 20,103	\$ 74,816	15,000	\$ 0	-100.00%	-100.00%
Other Federal & State Grants	662,356	826,311	33,000	25,000	0.00%	-96.97%
Local payments in lieu of taxes	70,892	55,350	70,000	70,000	0.00%	26.47%
State road maintenance fees	25,646	25,646	25,644	25,644	0.00%	-0.01%
Sub-Total Intergovernmental	\$ 778,997	\$ 982,123	143,644	\$ 120,644	-16.01%	-87.72%
Public safety fees	\$ 124,007	\$ 134,525	129,250	\$ 156,000	20.70%	15.96%
Recreation fees	20,068	33,182	20,000	83,000	315.00%	150.14%
Cemetery fees	168,270	121,555	135,000	122,000	-9.63%	0.37%
Other fees	22,605	3,777	3,000	3,000	100.00%	-20.57%
Sub-Total Fees	\$ 334,950	\$ 293,039	287,250	\$ 364,000	26.72%	24.22%
Municipal Court fines	\$ 192,090	\$ 179,388	250,000	\$ 350,000	40.00%	95.11%
Parking tickets	1,785	605	500	500	0.00%	-17.36%
Sub-Total Fines	\$ 193,875	\$ 179,993	250,500	\$ 350,500	39.92%	94.73%
Property rentals	\$ 23,810	\$ 23,954	24,000	\$ 124,000	416.67%	417.66%
Insurance refunds	500	42,697	10,000	25,000	150.00%	-41.45%
Interest income	69,186	335,177	160,750	350,000	117.73%	4.42%
Other revenues	146,995	353,901	48,500	50,500	4.12%	-85.73%
Sales of property & equipment	0	0	10,000	10,000	0.00%	100.00%
Sub-Total Miscellaneous Revenues	\$ 240,491	\$ 755,729	253,250	\$ 559,500	120.93%	-25.97%
Long Term Debt	\$ 0	\$ 0	0	\$ 0	0.00%	0.00%
Interfund Transfers	\$ 0	\$ 217,194	0	\$ 0	0.00%	0.00%
Transfer In -CHIP Grant	0	0				
GMA Capital Lease Proceeds	0	196,768	0	0	0.00%	0.00%
	\$ 0	\$ 413,962	0	\$ 0	0.00%	0.00%
Appropriated Fund Balance	\$ 0	\$ 0	550,000	\$ 750,000	0.00%	0.00%
ARPA - Revenue Recovery	\$ 0	0	\$ 4,123,624	\$ 0	0.00%	0.00%
TOTAL REVENUES	\$ 19,285,162	\$ 21,648,137	20,272,968	\$ 22,773,044	12.33%	5.20%
TOTAL REVENUES (including ARPA)			24,396,592			

**City of Brunswick
FY 2025 Budget
General Fund Revenues - \$22,773,044**

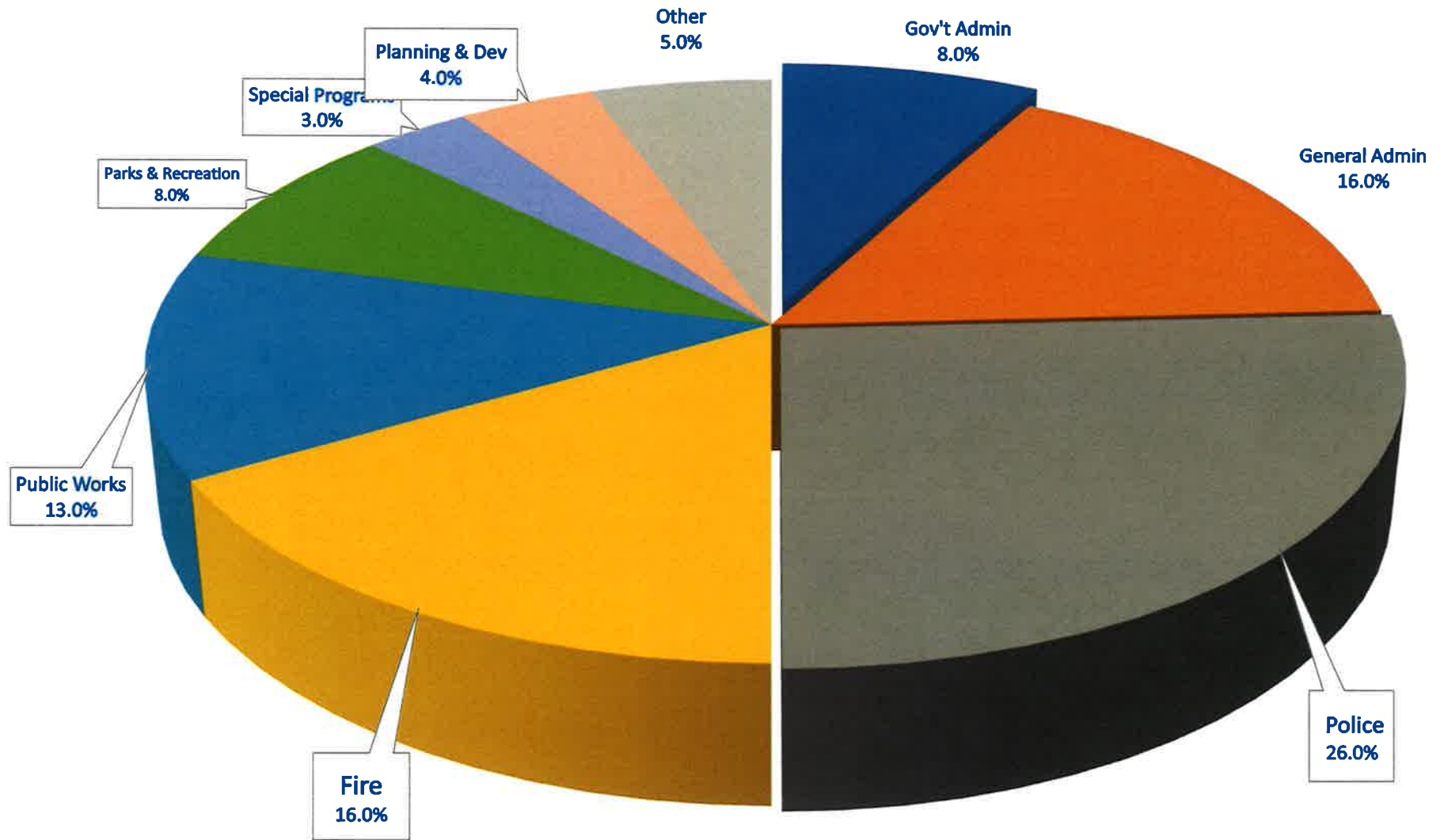


CITY OF BRUNSWICK

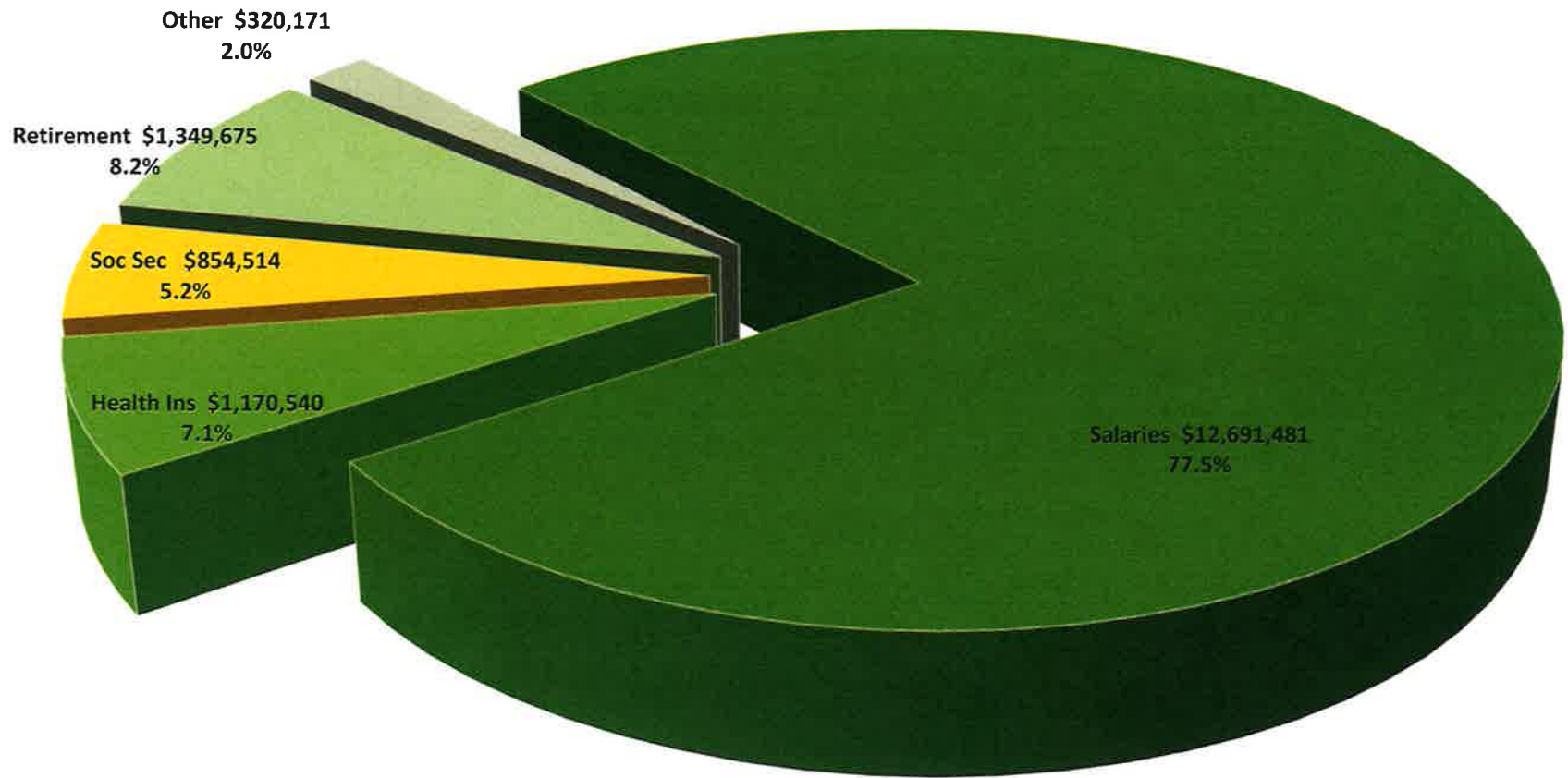
FY 2025 Proposed Budget

	Actual Budget 2022	Actual Budget 2023	Approved Budget 2024	Proposed Budget 2025	% Change
General Fund Expenditures					
City Commission	\$ 131,767	\$ 132,368	\$ 227,454	\$ 195,847	-13.90%
City Clerk	197,223	187,062	232,756	179,573	-22.85%
City Manager	293,327	416,881	486,381	535,086	10.01%
Finance	379,150	415,277	413,952	445,456	7.61%
Administrative Services	688	0	210,000	320,171	0.00%
Legal	125,452	130,521	152,900	218,000	42.58%
Information Technology	435,383	596,252	589,486	732,581	24.27%
Human Resources	117,013	171,286	222,306	228,950	2.99%
Tax Collection	90,758	83,159	137,924	148,328	7.54%
General Gov't Buildings	301,407	345,010	227,350	240,740	5.89%
General Administration	1,876,519	2,013,145	1,859,500	2,042,000	9.81%
Municipal Court	155,430	172,875	177,092	209,703	18.41%
Sub-Total General Government	\$ 4,104,117	\$ 4,663,836	\$ 4,937,101	\$ 5,496,435	11.33%
Police Department	\$ 4,818,460	5,427,054	\$ 5,399,858	5,889,618	9.07%
Fire Department	2,547,118	3,309,503	3,361,935	3,750,392	11.55%
Public Works	1,881,305	2,601,205	2,140,225	2,525,091	17.98%
Sub-Total Public Safety	\$ 9,246,883	\$ 11,337,762	\$ 10,902,018	\$ 12,165,101	11.59%
Cemeteries	\$ 288,026	\$ 262,683	\$ 248,707	332,194	33.57%
Formerly Neighborhood Services	160,214	166,979	143,733	189,933	32.14%
Recreation	0	87,171	1,177,849	815,821	100.00%
Parks & Ground Maintenance	566,787	739,570	757,874	860,323	13.52%
Planning & Code Enf	393,378	458,322	568,719	724,041	27.31%
Economic Development	182,105	126,883	231,023	212,196	-8.15%
Sub-Total Other Departments	\$ 1,590,510	\$ 1,841,608	\$ 3,127,905	\$ 3,134,508	0.21%
Housing Programs & Dev	0	0	2,500,000	230,000	-90.80%
Business Support / Relief	0	0	803,624	0	100.00%
HCP Facility Improvements	0	0	600,000	0	100.00%
Transit Services	0	0	220,000	500,000	127.27%
Sub-Total ARPA-Revenue Recovery	0	0	4,123,624	\$ 730,000	-82.30%
Transfers to Other Funds	\$ 2,292,498	\$ 1,356,390	\$ 1,305,944	\$ 1,247,000	-4.51%
TOTAL EXPENDITURES	\$ 17,234,008	\$ 19,199,596	\$ 20,272,968	\$ 22,773,044	12.33%
TOTAL EXPENDITURES (including ARPA)			24,396,592		

**City of Brunswick FY 2025 Budget
General Fund Expenditures - \$22,773,044
by Service Area**



City of Brunswick FY2025 Budget
Cost of Personnel
\$16,386,081



City of Brunswick FY 2025 Budget

Authorized Personnel

by Purpose Total: 244 FT, 12 PT

Commission

Mayor	1
Commissioner	4

Government Administration

Clerk	2
City Manager	4
Finance	5
Human Resources	3

General Administration

Information Tech	5
Tax Collection	2
Municipal Court	2

Neighborhood Srvs

All Divisions	10
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Housing Program

4

Recreation

All Divisions	14
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Public Works

All Divisions	57
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Planning & Development

Planning & Code Enf	9
Economic Dev	2

Fire

All Divisions	56
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Police

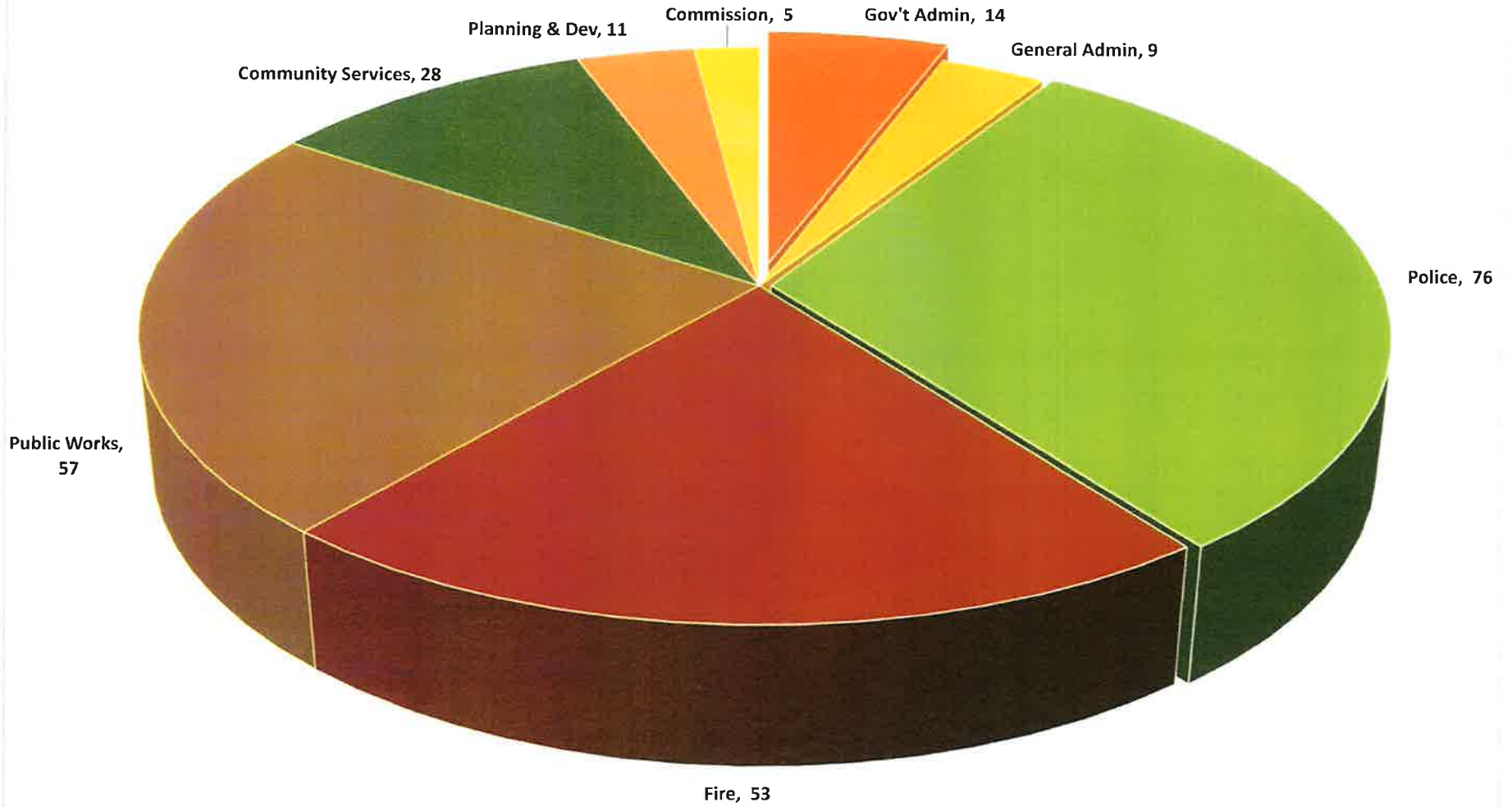
All Divisions	76
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TOTAL 256

City of Brunswick FY 2025 Budget

Authorized Personnel

by Purpose Total: 244 FT, 12 PT



City of Brunswick

Summary of Requested Personnel / Operational Changes

Requested Position Changes

Department	Position	Paygrade	Cost (Salary & Benefits)	Notes
Housing Development				
	Housing Manager		\$ 75,000.00	Added Personnel for Housing Development
	Program Liason		\$ 60,923.08	
	Housing Inspector		\$ 56,692.31	
	Intake Specialist		\$ 49,076.92	
Public Works				
	ROW Maintenance Workers (4)		\$ 140,608.00	Additional Maintenance Crew
Police Department				
	Deputy Marshall		\$ -	Transfer to Planning / Code Enf
Fire Department				
	Convert (2) FTE to (4) PT		\$ -	No significant budget impact
	Total Cost of All Requests		\$ 382,300.31	
	Total Salaries & Benefits		\$ 438,307.30	

Proposed 3% Adjustment

Increased Salary Costs	\$ 279,259.00
Increased Benefit Costs	\$ 40,911.44
Total Additional Costs	\$ 320,170.44



SUBJECT: Designation of The Visitors Club as a Local Landmark Site

COMMISSION ACTION REQUESTED ON:

PURPOSE: Recognition of the Visitors Club as a Local Landmark Site and Enacting a Preservation Ordinance for the Property.

FACTS AND ISSUES: As outlined in Section 5-24, the Brunswick Historic Preservation Board has the ability to recommend to the City Commission properties that it believes should be designated as a Local Historic Property. As outlined in the Ordinance, A historic property is a building, structure, site, or object, including the adjacent area necessary for the proper appreciation or use thereof, deemed worthy of preservation by reason of value to the City of Brunswick, the region, or the State of Georgia for one of the following reasons:

- (1) It is an outstanding example of a structure representative of its era;
- (2) It is one of the few remaining examples of a past architectural style;
- (3) It is a place or structure associated with an event or persons of historic or cultural significance to the City of Brunswick, State of Georgia, or the region; or
- (4) It is the site of natural or aesthetic interest that is continuing to contribute to the cultural or historical development and heritage of the municipality, county, state or region.

The Brunswick HPB believes that The Visitors Club satisfies all of the above criteria as it

- (1) Is a well preserved example of Spanish Revival Architecture that was popular in the 1920s and 1930s in resort areas, in particularly influenced by the construction of The Cloister on Sea Island;
- (2) It is one of only four documented Spanish Revival structures within the City of Brunswick;
- (3) The Visitors Club association with famed architect Francis Abreu and its possible status of one of the first “Welcome Centers” or “Visitors Centers” in the country make it a unique historic resource;
- (4) For generations, The Visitors Club has been recognized as the “point of arrival” to the Golden Isles.

STAFF RECOMMENDATION FOR ACTION: Approve recommendation from the Brunswick HPB and initiate the adoption the Ordinance designating the Visitors Club Local Landmark Site

DEPARTMENT: Planning, Development & Codes (PDC)
Prepared by: John Hunter, Director Presented by: John Hunter

ADMINISTRATIVE COMMENTS/ RECOMMENDATION:

Regina M. McDuffie

City Manager

5/7/2024

Date

The Visitors Club

History

In 1930, members of the Brunswick Board of Trade met with local leaders to pitch a novel idea – a “tourist club” open to the public and with the mission to be “operated without thought of profit.” It was hoped that travelers going south to resorts in Florida or north on the return would be enticed to stop and see what the Golden Isles had to offer. When the building was opened in March 1931, *The Brunswick Pilot* reported that The Visitors Club was the only endeavor of its kind in the country – one of the first visitors welcome centers in the United States.

Local Architect Francis Luis Abreu was selected to design the building and oversee its construction. Bids were accepted in November 1930, and construction was completed in March 1931. The club’s interior featured a large lounge, including display cases that showcased local archeological and modern exhibits. The exterior design includes a covered porch with arched openings known as a “cloister,” a unique double-sided display case and an information window that was staffed for decades by Mrs. K.G. Berrie, the secretary of the Brunswick Board of Trade, later known as the Chamber of Commerce.

Over the years, the building has served as the offices of the Chamber of Commerce, the headquarters of the Brunswick-Golden Isles Visitors Bureau, and as a public welcome center with information for vacationers in the Golden Isles and throughout Georgia.

Ownership of The Visitors Club was transferred from Glynn County and the City of Brunswick to the Georgia Department of Transportation in 1981 as part of the project to expand the FJ Torras Causeway to four lanes. It was operated as a welcome center until 2012. The City of Brunswick acquired a 50-year lease on the property in July 2019. With the volunteer assistance of many generous businesses and local individuals, led by The Torras Foundation, the exterior was preserved in 2022-2023.

The Building

The Visitors Club is a classic example of the Spanish Revival style of architecture – with local accents. The base of the structure is what is known as “faux Tabby”. Tabby is a historic building material used in the 1700s and early 1800s in coastal Georgia and South Carolina. A combination of oyster shell, sand, lime and water – tabby represented an inventive way to produce more durable structures in the isolated frontier areas during the colonial era. The building technique was likely brought to the colonies by enslaved Africans. “Faux Tabby” reproduces this look as oyster shell is embedded in the stucco finish of a wood framed structure.

The 1920s and 1930s saw the revival of many classical styles, one of them Spanish and Mediterranean architecture. This Francis Abreau designed Spanish Revival Visitors Club exemplifies this with its clay barrel tile roof, arched openings, cloister, court yard and bell tower. Other Spanish Revival features include colored glass, dark wooden doors, and iron light fixtures and gates.

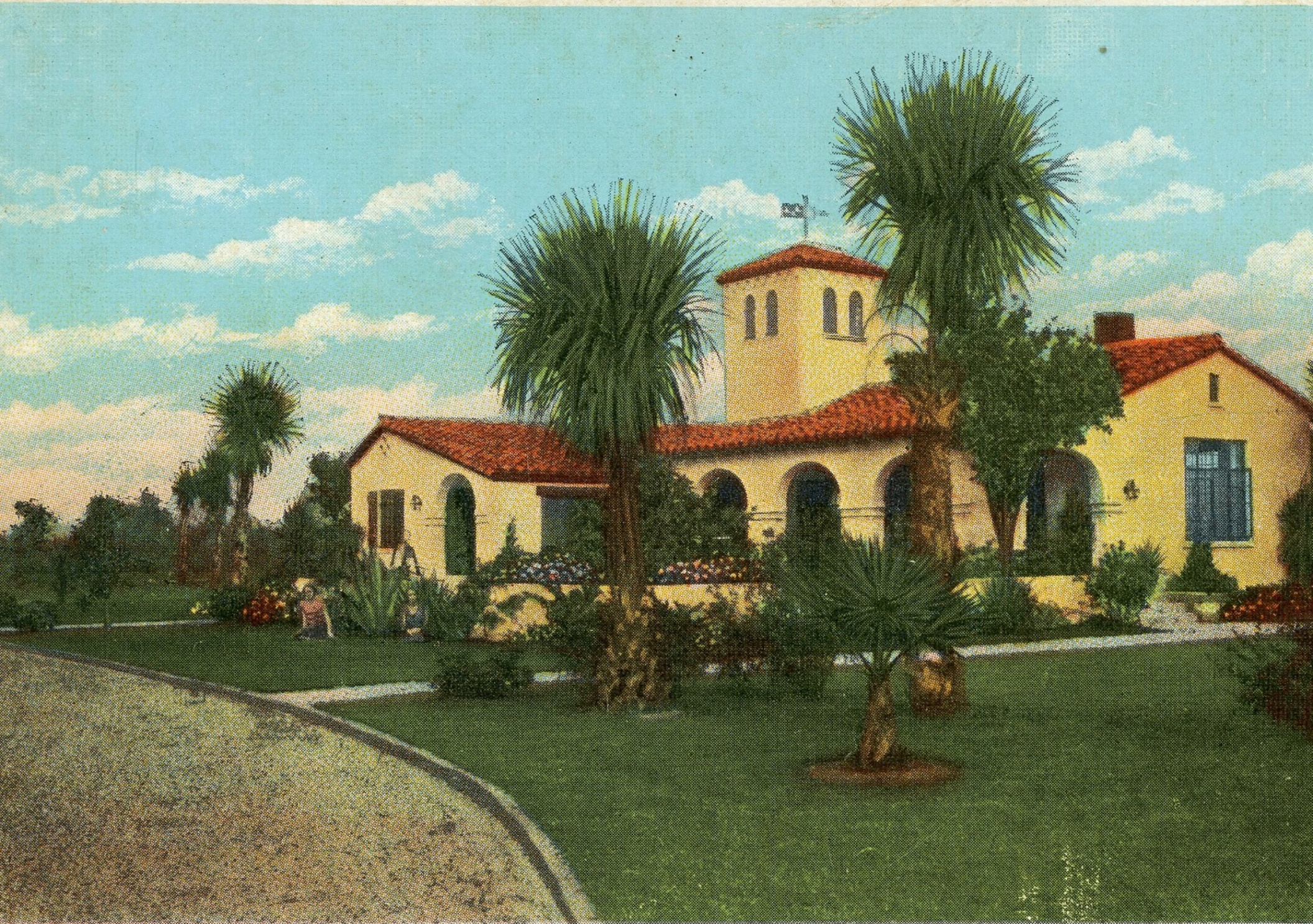
Francis Luis Abreu earned a reputation as the “Society Architect of Sea Island” for his lovely Spanish and Mediterranean-inspired architectural designs featured in The Cloister complex and many private homes on Sea Island.

Abreu's architectural interests likely came from early cultural influences. His grandparents were Spanish nationals who owned a brickworks on the Hudson River in New York. His early years were divided between the wealthy society of the Hudson River Valley and his family's sugar plantation in Cuba.

Abreu earned a degree in architecture from Cornell University in 1920 and worked for the Quartermaster at the US Military Academy at West Point, where he was involved in the design of Michie Stadium and Washington Hall. In the mid-1920s Abreu moved to Fort Lauderdale, Florida and designed residences, hotels, offices and government buildings in his signature Spanish Revival style. He was lured to the Golden Isles by the Sea Island Company and its lead architect Addison Mizner. When the Brunswick Board of Trade planned to build The Visitors Club in 1930, they naturally turned to Abreu for an attractive, distinctive design and he did not disappoint.

Abreu found professional and personal success in the Golden Isles. In 1929, he formed a partnership with local architect James Robeson. The Abreu & Robeson firm was responsible for the design of public buildings, private homes, churches and schools throughout the State of Georgia.

Municipal Visitors' Club and Chamber of Commerce, Brunswick,









ORDINANCE NO. ____

AN ORDINANCE TO AMEND CHAPTER 5, ARTICLE II, DIVISION II OF THE MUNICIPAL CODE OF THE CITY OF BRUNSWICK SO AS TO DESIGNATE THE BOUNDARIES OF A LOCAL HISTORIC SITE WITHIN THE CITY; TO DESCRIBE THE PROPERTY LOCATED WITHIN THE SITE AND SET FORTH THE NAMES OF THE OWNERS OF SAID PROPERTIES; TO REQUIRE THAT THE SITE BE SHOWN ON THE OFFICIAL ZONING MAP OF THE CITY OF OTHER MAP OF THE CITY AND KEPT AS A PUBLIC RECORD; TO REQUIRE THAT A CERTIFICATE OF APPROPRIATENESS BE OBTAINED PRIOR TO ANY MATERIAL CHANGE IN THE APPEARANCE OF THE SITE; TO PROVIDE AN EFFECTIVE DATE; TO REPEAL CONFLICTING ORDINANCES, AND FOR OTHER PURPOSES

The commission of the City of Brunswick hereby ordains that the Code of Ordinances of the City of Brunswick be and it is hereby amended as follows:

SECTION ONE:

Sec. 5-38. Visitors Club Local Landmark Site.

- a) There is hereby designated pursuant to the provisions of Division 1 of this article and the terms of state law a local landmark site which shall be referred to as "The Visitors Club" and which shall be located at 2000 Glynn Avenue.
- b) The property "The Visitors Club", located at 2000 Glynn Avenue, is owned by the Georgia Department of Transportation and leased to the City of Brunswick.
- c) The location of the said landmark shall be designated on the official zoning map of the city.
- d) No material change in the appearance of the structure, site, or work or art on the property shall be made or be permitted to be made by the owner or occupant thereof, unless and until application for a certificate of appropriateness has been submitted to and approved by the historic preservation board as provided for in Division 1 of this article.

SECTION TWO:

All City of Brunswick code sections, ordinances, and parts of codes sections and ordinances in conflict herewith are hereby waived for the sole purpose of this ordinance only and shall otherwise remain in full force and effect.

SECTION THREE:

If any section, clause, sentence, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

SECTION FOUR:

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

**SO ORDAINED BY THE CITY COMMISSION OF BRUNSWICK THIS XX DAY OF
May 2024.**

COSBY H. JOHNSON, Mayor

ATTEST: _____
Naomi Atkinson, City Clerk

IN THE SUPERIOR COURT OF GLYNN COUNTY
STATE OF GEORGIA

ONE HUNDRED MILES, INC., MARY)
MCFADDEN, HELEN STAPLETON,)
LESLIE AND PATRICIA KLINEFELTER,)
SUSANN VOLPE, RICHARD O'BRIEN JR.,)
AND KATHLEEN MAGBEE,)

Petitioners,)

v.)

Civil Action No. CE23-00839

CITY OF BRUNSWICK, GEORGIA,)
A GEORGIA MUNICIPAL CORPORATION,)
THE COMMISSION OF THE CITY OF)
BRUNSWICK, GEORGIA, MARITIME)
HOMES, LLC, AND HP-221124)
BRUNSWICK, LLC,)

Respondents)

CERTIORARI BOND

KNOW ALL PERSONS AND PARTIES BY THESE PRESENTS:

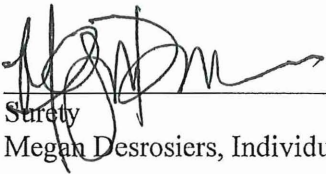
That One Hundred Miles, a domestic non-profit corporation existing in good standing under the laws of the State of Georgia as principal and, Megan Desrosiers as surety, are held and bound to pay all future costs incurred in this Superior Court case, The above principal and surety, bind ourselves, and our respective successors in interest, assigns, heirs, executors, and administrators, jointly and severally. To this obligation we set our hands and seals this 28th day of June, 2023.

This Bond for Certiorari is executed this 28th day of June, 2023.

[Signature to follow on the next page]



Principal
One Hundred Miles, by Megan Desrosiers,
President and Executive Director



Surety
Megan Desrosiers, Individually