

**OFFICIAL MINUTES**  
**COMMISSION OF THE CITY OF BRUNSWICK, GEORGIA**  
**REGULAR MEETING**  
**WEDNESDAY, FEBRUARY 07, 2007 AT 6:30 P. M.**  
**OLD CITY HALL**  
**1229 NEWCASTLE STREET, 2<sup>ND</sup> FLOOR**

**PRESENT:** His Honor Mayor Bryan Thompson, Commissioners Jonathan Williams, Cornell Harvey, Mark Spaulding and James H. Brooks, Sr.

**CALL TO ORDER:** Mayor Bryan Thompson called the meeting to order.

**INVOCATION:** Commissioner Cornell Harvey gave the invocation

**PLEDGE OF ALLEGIANCE:** Everyone in attendance recited the Pledge of Allegiance in unison.

Agenda item 18 was discussed before agenda item 1.

**DISCUSSION**

18. Joint Water-Sewer Agreement. (M. Spaulding and J. Williams)

Commissioner Spaulding made a motion and Commissioner Brooks seconded the motion to table the Joint Water Sewer Agreement until the next Commission meeting. The motion passed by vote of 5 to 0.

**PUBLIC HEARING(S) – LAND USE**

1. Amendment to the City's Zoning Ordinance in reference to PD-TN Planned Development – Traditional Neighborhood District to reduce the minimum lot size requirement from 3 acres to 1 acre – Arne Glaeser, City Planner.

Arne Glaeser, City Planner, recommended approving the proposed reduction to the PD – TN Planned Development- Traditional Neighborhood District minimum lot size from 3 acres to 2 acres.

Mayor Thompson asked if anyone would like to speak for or against the reduction of the minimum lot size requirement.

There was no objection.

Following a discussion, Commissioner Brooks made a motion and Commissioner Williams seconded the motion approving the following ordinance by a vote of 5 to 0:

ORDINANCE 985

AN ORDINANCE TO REVISE THE MUNICIPAL CODE OF THE CITY OF BRUNSWICK, PARTICULARLY ARTICLE XVI OF CHAPTER 23, ZONING, BY REDUCING THE ACREAGE REQUIRED FOR PLANNED DEVELOPMENT TRADITIONAL NEIGHBORHOOD ZONES FROM THE CURRENT MINIMUM OF THREE ACRES TO A NEW MINIMUM OF ONE ACRE; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

THE CITY COMMISSION OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION ONE

The Zoning Ordinance of the City of Brunswick, particularly Article XVI relating to Planned Development-Traditional Neighborhood PD-TN districts, is hereby amended, by deleting the words "three acres" at the end of sub-section (a) of Sec. 23-16-2 and substituting instead the words "one acre" in their place. As amended, sub-section 23-16-2 (a) shall provide as follows:

(a) **The site utilized for Planned Development-Traditional Neighborhood must contain an area of not less than one acre.**

SECTION TWO

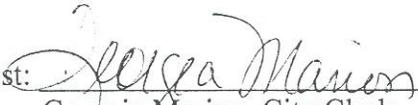
If any section, clause, sentence, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of this Ordinance.

SECTION THREE

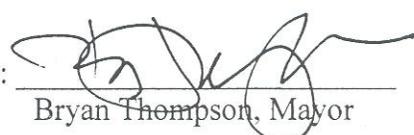
This Ordinance shall be effective immediately upon its adoption by the City Commission.

SO ORDAINED BY THE CITY COMMISSION OF BRUNSWICK THIS 7<sup>TH</sup> DAY OF FEBRUARY 2007.

Attest:

  
Georgia Marion, City Clerk

By:

  
Bryan Thompson, Mayor

2. Subdivision Petition No. SD-07-02 to subdivide 1005 Cleburne into two parcels – Arne Glaeser, City Planner.

Arne Glaeser, City Planner, recommended granting the subdividing of property located at 1005 Cleburne Street.

Mayor Thompson asked if anyone would like to speak for or against subdividing of the property.

John King resident of 1807 in Windsor Park questioned the original size of the Parcel. The City Planner stated that the size of the parcel was 87 feet by 100 feet.

Following a discussion Commissioner Spaulding made a motion and Commissioner Brooks seconded the motion granting the subdivision of property recommended by staff. The motion passed by vote of 5 to 0.

3. Variance Petition No. VP-07-01 to amend the existing wall sign variance for Michael's Arts and Crafts Store within the Glynn Isles Market to allow a larger wall sign – Arne Glaeser, City Planner.

Arne Glaeser, City Planner recommended against granting the requested variance for reason that the requested sign is 357.5 square foot and it is too large to be located 300 feet from a public road.

Mayor Thompson asked if anyone would like to speak for or against the wall sign variance.

Jim Roth, representing U.S. signs, presented a sketch of the wall sign and spoke in favor of the proposed wall sign.

Commissioner Spaulding made a motion, and Commissioner Harvey seconded the motion to table the wall sign variance for further evaluation by the City Planner until the next Commission meeting. The motion passed by vote of 5 to 0.

#### **ITEMS TO CONSIDER FOR APPROVAL**

4. Minutes from the January 17, 2007 regular meeting. (G. Marion)

Commissioner Brooks made a motion and Commissioner Williams seconded the motion to approve the minutes of the regular meeting of January 17, 2007. The motion passed by vote of 5 to 0.

5. Audit Committee recommendations. (B.Thompson)

Wayne Johnson, representing the City's Audit Committee, recommended that the City employ a full time accountant in the Finance Department in the current budget as soon as possible.

He next recommended that the City authorize the Finance Director to explore an efficient software package for City accounting.

The last recommendation authorizing funding for employees of the Finance Department to attend continuing education programs such as Carl Vinson Local Government Finance Management.

Following a discussion, Commissioner Spaulding made a motion and Commissioner Harvey seconded the motion implementing recommendations from the Audit Committee. The motion passed by vote of 5 to 0.

6. GEFA Funding for Water and Sewer Improvements - Steve Belcher, Consultant for Stantec.

Steve Belcher discussed GEFA Funding to upgrade water and sewer.

Following a discussion Commissioner Spaulding made a motion and Commissioner Brooks seconded the motion approving GEFA Funding for 10.5 million dollars. The motion passed by vote of 5 to 0.

Mr. Belcher next discussed withdrawing water from the aquafier, and replacement of water meters north of Fourth Street.

Commissioner Brooks made a motion and Commissioner Spaulding seconded the motion unanimously adopted the following resolution:

RESOLUTION OF THE BRUNSWICK CITY COMMISSION TO APPROVE  
SEWER MASTER PLAN FINAL FUNDING APPLICATION TO THE  
GEORGIA ENVIRONMENTAL FACILITIES AUTHORITY

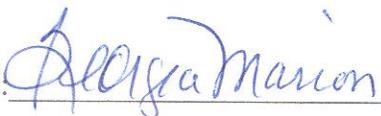
WHEREAS this Commission has heretofore determined that there is a public need for sewer master plan implementation within the City-operated wastewater system; and

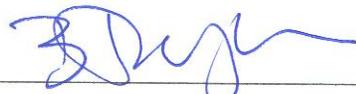
WHEREAS funding may be available to the City of Brunswick for the aforesaid project through the Georgia Environmental Facilities Authority; and

WHEREAS this Commission has authorized the initial application for such funding to be submitted to GEFA, and said application having been submitted by City staff, the need remains for following through with final arrangements to secure such funding in order to carry out the next phase of said sewer master plan.

NOW THEREFORE, BE IT RESOLVED THAT the City Commission of Brunswick, Georgia, authorizes the Mayor staff to move ahead with securing funding for the next phase of the sewer master plan by executing and submitting such further applications and other documentation as may be necessary for such purpose.

SO RESOLVED THIS SEVENTH DAY OF FEBRUARY, 2007, BY WAY OF MOTION DULY MADE AND UNANIMOUSLY PASSED.

Attest:   
Georgia Marion, City Clerk

  
Bryan Thompson, Mayor

7. Amendment to the Water and Wastewater Ordinance in reference to commercial users.

The Commission did not discuss this item.

8. Mathew Hill, Director of Downtown Development Authority requested permission to apply for a grant for the Historic Preservation Board.

Following a discussion Commissioner Spaulding made a motion and Commissioner Williams seconded the motion unanimously adopting the following resolution:

**BRUNSWICK DOWNTOWN DEVELOPMENT AUTHORITY**

THIS RESOLUTION OF AUTHORIZATION made and entered into as of the 7th of February 2007 by the **BRUNSWICK DOWNTOWN DEVELOPMENT AUTHORITY**, BRUNSWICK, GEORGIA (herein after "the DDA") to the CITY OF BRUNSWICK.

**WITNESSETH**

WHEREAS, the DDA has been charged with applying for Historic Preservation Grant Funds for Certified Local Governments through the State Historic Preservation Office for the continued protection of Historic Resources in the City of Brunswick;

WHEREAS, the survey under consideration includes all historic properties currently located in the Dixville and Windsor Park neighborhoods encompassed by Martin Luther King, Jr. Blvd to the West, Gloucester Street to the north, Lanier Boulevard to the east, and Ocean Avenue to the south and not included in the Surveys of Historic Resources of the Old Town Brunswick National Register District;

WHEREAS, the DDA is required to secure a resolution from the Brunswick City Commission giving legal authority for the DDA to pursue the grant funding on behalf of the city;

WHEREAS, the DDA is requesting matching funds from the City of Brunswick in the amount of \$4,200 as a portion of the local match as required to receive the grant funding;

WHEREAS, the DDA recommends Mathew Hill, Executive Director for the DDA, to act as Project Manager and official representative for the purposes of the grant;

**NOW THEREFORE BE IT RESOLVED:**

The Brunswick Downtown Development Authority, with Mathew Hill as project manager, is authorized to pursue Historic preservation Funds through the Certified Local Government Program for completion of the Survey of the Dixville and Windsor Park historic neighborhoods. As part of the 40% local match required securing these funds, the City of Brunswick authorizes \$3,076 to be used to perform the Survey.

IN WITNESS WHEREOF, the parties hereto have caused this opinion to be recognized and delivered as of the day and year first above written.

THE CITY OF BRUNSWICK, GEORGIA

BRUNSWICK DOWNTOWN DEVELOPMENT AUTHORITY

By: \_\_\_\_\_ (Seal)

By: \_\_\_\_\_ (Seal)

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

Resolution giving Historic Preservation Board permission for a Grant application – Mathew Hill, Director of Downtown Development Authority.

9. Downtown Restaurant Association requesting to host a Wine and Food Tasting Festival – Mathew Hill, Director of Downtown Development Authority.

Following a discussion, Commissioner Brooks made a motion and Commissioner Harvey seconded the motion to table until the first meeting in March for additional information.

Commissioner Brooks amended the motion by request of Commissioner Harvey to table until further investigation by the City Attorney. Commissioner Harvey seconded the amended motion. The motion passed by vote of 5 to 0.

## **WATER RECLAMATION**

### UPDATES

Steve Belcher requested to move forward with SPLOST IV Tier II to reclaim lost water to replace water meters on the south end of Brunswick.

Commissioner Spaulding made a motion and Commissioner Harvey seconded the motion approving replacing water meters on the south end. The motion passed by vote of 5 to 0.

## **“N” STREET DRAINAGE**

### UPDATES

Commissioner Spaulding made a motion and Commissioner Brooks seconded the motion to proceed with the “N” Street Drainage Project. The motion passed by vote of 5 to 0.

## **CITY MANAGER’S ITEM(S)**

### 10. UPDATES:

- Cemeteries - Discussed below.
- “K” Street Improvements – update given by the City Engineer
- Arco Water – update given by the City Engineer.
- Dixville – update given by the City Engineer.
- Sludge Dryer – update given by the City Engineer.
- “N” Street Drainage – already discussed. See above.
- Water Reclamation – already discussed. See on page 2
- Altama Avenue Improvements – update given by the City Engineer
- DOT Lane Extension at Altama Avenue and Cypress Mill Road – update given by City Manager.
- Multi-purpose Center – update given by the City Manager.
- Howard Coffin Park Pool – Discussed below.
- Sidney Lanier Park – This item will be discussed later.
- Sidney Lanier Connector Trail – This item will be discussed at later date.
- Move and relocation of certain staff - Discussed below
- Fiscal Year 2006 Audit – Discussed on page 5

## **HOWARD COFFIN PARK**

### UPDATES

The Commission discussed adding additional parking spaces and change orders. The City Manager was instructed to have the Recreation Director and Contractor attend the next Commission meeting.

## **MOVE AND RELOCATION**

### UPDATES

The City Manager reported that the Building Official office has been relocated to the Bank of America Building next door to City Hall.

The City Manager next reported that the Human Resource Offices has been relocated to the Old City Attorneys Office and the Old Human Resources Offices would be used for storing Human Resources records.

He stated that other staff offices would be moved in the near future. The City Building located on Albany and L Street would be used in the future as the new location for Building Official Office. The IT offices would be expanded to the area that stored water and wastewater records.

## **FISCAL YEAR 2006 AUDIT**

### UPDATES

The City Manager discussed getting a new system to replace the ADG system the city is currently using.

### **CITY ATTORNEY'S ITEM(S)**

#### 11. Quit Claim Deed for Clayton Taubl.

The City Attorney requested a quit claim deed for Clayton Taubl.

### **COMMISSIONER BROOKS' ITEM(S)**

#### 12. Vicious Dog Ordinance

The City Attorney discussed some concerns about the vicious dog ordinance. He stated that the research would continue and the ordinance would be discussed at the next Commission meeting.

#### 13. Live Broadcast

Commissioner Brooks recommended that the City have the Commission meetings broadcasted live. The City Manager stated that he would get information, submit to Commission at the next meeting, and add funding in the Budget next year.

#### 14. Cell Phone Ordinance

Commission Brooks stated that he would like to bring closure to the cell phone ordinance. Following a discussion, Commissioner Brooks recommended that the cell phone ordinance be placed on the next agenda.

#### 15. CEMETERIES

Commission Brooks reported that 320 spaces would be added to Greenwood Cemetery after the closure of Magnolia Street.

Commissioner Spaulding made a motion and Commissioner Williams seconded the motion authorizing the closure of Magnolia Street in Greenwood Cemetery to be used as burial spaces. The motion passed by vote of 5 to 0.

The City Manager reported that he contacted the county concerning the acreage they own on the west corner of Greenwood Cemetery. He stated that he would hear from the County in the near future.

Following a lengthy discussion Commissioner Spaulding made a motion and Commissioner Brooks seconded the motion approving the new fee, \$400 a space, \$30 location fee and \$200 grave opening and closing, for cemetery spaces and with restrictions on purchasing 2 spaces per family. Effective immediately the motion passed by vote of 5 to 0.

#### 16. Annexation

Commissioner Brooks recommended that the City look into annexing property into the city. The City Attorney was instructed to do research and report information at the next Commission meeting.

**COMMISSIONER HARVEY’S ITEM(S)**

17. Telephone service at Sidney Lanier Bridge.

Commissioner Harvey reported that 83 residents signed a petition to have 911 telephones placed on the Sidney Lanier Bridge.

Following a discussion, Commissioner Spaulding made a motion and Commissioner Harvey seconded the motion to table the agenda item until the next meeting in absence of the Chief of Police. The motion passed by vote of 5 to 0.

**EXECUTIVE SESSION**

Commissioner Brooks made a motion and Commissioner Harvey seconded the motion to hold an Executive Session to discuss future real estate acquisition. The motion passed by vote of 5 to 0.

Back in session.

Following the Executive Session, no action was taken.

Commissioner Williams made a motion and Commissioner Spaulding seconded the motion to adjourn the meeting. The motion passed by vote of 5 to 0.

**MEETING ADJOURNED.**

/s/ Bryan Thompson  
Bryan Thompson, Mayor

Attest:  
/s/ Georgia Marion  
Georgia Marion, City Clerk