

City of Brunswick
Mayor and Council Public Hearing Minutes
May 31, 2022

- FY23 Budget
- Residences at Railroad Square Parking Lease

No public comments.

City of Brunswick
Mayor and Council Meeting Minutes
May 31, 2022

The May 31, 2022 City of Brunswick Mayor and Council Meeting was convened in-person by Mayor Nathan Brown at 6:01pm. The following members and staff were present: Nathan Brown, Mayor; Vaughn Ripley, Brian Sandusky, Andy St. John, Chris Vigliotti, and Angel White, Council Members; Dave Dunn, City Administrator; Jeremy Mose, Assistant City Administrator of Public Facilities; Kevin Grunwell, Chief of Police; Bruce Dell, Director of Planning; Carrie Myers, Director of Administration; Rikki Bruchey, Accountant; and Julie Martorana, Economic Development/Grants Coordinator. John Dayton entered at 6:24pm.

Mayor's Remarks

- Board of Elections Appointments

Ms. White made a motion to approve the appointments of Walter Bell, Carroll Haugh, and Syree Williams. Mr. Sandusky seconded the motion, which passed 5-0.

Citizens' Forum

No comments.

Introduction and Adoption of Resolution and Ordinances

- Special Ordinance 583 – FY23 General & CIP Budget
- Special Ordinance 584 – FY23 Enterprise Budget
- Resolution 2022-04 – FY23 System Improvement Fee
- Resolution 2022-09 – FY23 Water & Sewer & Trash Rates
- Resolution 2022-10 – FY23 Rosemont Water & Sewer Rates

Mr. Dunn discussed the FY23 budget in detail including utility rates, property tax rates, expected revenue and expenses, grant activity, etc.

Mr. Dunn discussed the possibility of increasing trash contributions of residents from \$24.50/quarter to \$27/quarter. He stated the trash account is severely underfunded by residents. Mr. Dunn also discussed the possibility of increasing the trash rate of restaurants and food service establishments to \$250/quarter. A lengthy discussion ensued about possible options. Mr. Dunn stated this item would be discussed again at the next meeting.

A second public hearing will be held in June, along with the second reading and vote for all budget ordinances and resolutions.

- Resolution 2022-06 – Adoption of Frederick County Hazard Mitigation and Climate Adaptation Plan

Mr. Dunn stated this resolution was to adopt the Frederick County plan to make the City eligible for grants.

Mr. Sandusky made a motion to approve Resolution 2022-06. Mr. Ripley seconded the motion, which passed 6-0.

Staff Reports

Ms. Martorana provided her monthly report.

Consent Agenda

- Change Order #16 – Towson Mechanical – 811 West Potomac Street - \$11,776

Mr. Dunn stated this item was a change made to garage doors at the new building.

- Budget Amendments
 - POS Grants – FY23 to FY 22 - \$595,000
 - Playground Equipment – FY23 to FY22 - \$556,000
 - Gum Springs Footbridge – FY23 to FY22 - \$16,545
 - Sports Complex Toilets – FY23 to FY22 - \$85,000
 - FY22 Property Tax - \$200,000

Mr. Dunn stated the recreation items were projects originally budgeted in FY23 that were able to be completed in FY22, and the property tax item reflected additional revenue not expected in FY22.

- Change Order #220206 – Gabe’s Services – Intake Project - \$42,413.89

Mr. Mose stated the river intake project took longer to complete than anticipated.

Mr. Sandusky made a motion to approve the consent agenda items. Ms. White seconded the motion, which passed 6-0.

Unfinished Business

- Residences at Railroad Square Parking Lease

CJ Tyree, Taft Mills Group, stated the TOD overlay required the project to have 1.5 parking spaces per unit, which meant seeking 22 spaces on the north side of Railroad Square as a lease from the City. CJ stated the original desire was to purchase these spaces outright. The 100-year lease proposes to offer \$125,000 up front with annual contributions for maintenance, etc. The lease also includes language about allowing usage of the spaces during Railroad Days and a few others events per year.

Mr. St. John, Mr. Dayton, Mr. Sandusky, and Mr. Vigliotti expressed opinions about the value being too low compared to market value and the length of the 100-year lease. Ms. White pointed out that the Railroad Square spaces have rarely been full for several years.

After a lengthy discussion, Mr. Ripley made a motion to approve the proposed lease. Ms. White seconded the motion.

Mr. St. John stated he would not support the current lease, and Mr. Dayton felt the Council was jumping into a motion too soon.

Mr. Tyree stated without some type of parking lease, the project would die.

Mayor Brown and Mr. Dell pointed out the developer could seek a waiver of the 1.5 space requirement from the Planning Commission.

Mr. Dayton felt that a consultant should be hired to speak to the value of the parking lot land before entering into a lease agreement.

Mr. Tyree stated the minimum lease term should be no less than 40 years to allow for refinance options.

After another lengthy discussion, Mr. Tyree was directed to re-draft a lease considering a lesser time-frame and higher payment. The City would find a real estate consultant to assess the value of the land before this item was discussed again.

The motion was voted 2-4, with Council Members Dayton, St. John, Vigliotti, and Sandusky opposed.

New Business

- PO#220290 – Clark Azar – Reservoir Demolition and New Storage Tank Engineering Services – \$151,435

Mr. Mose stated this item was for the engineering work associated with a new reservoir tank. This item was recommended for approval by the Finance Commission.

Mr. Ripley made a motion to approve the purchase order. Mr. St. John seconded the motion, which passed 6-0.

- PO#220294 – Clark Azar – MS-4 Stream Restoration Engineering Services - \$91,500

Mr. Dell stated this item was for the engineering work associated with the City’s MS-4 permit activity. Mr. Sandusky made a motion to approve the purchase order. Mr. Vigliotti seconded the motion, which passed 6-0.

- PO#220291 – Sky Hop- 811 West Potomac Street Cameras and Access Control - \$99,591.44

Mr. Dunn stated this quote was expected, and the work was purposely left out of the original scope of work for the building of 811. Mr. Sandusky made a motion to approve the purchase order. Mr. Vigliotti seconded the motion, which passed 6-0.

- Event Application Approval – Brunswick Main Street – 18th Annual Potomac Street Mile/Milton Frech Jr. Memorial Run


Ms. Myers stated staff recommended approval of this event. Mr. Vigliotti made a motion to approve the event application. Mr. Sandusky seconded the motion, which passed 6-0.


- Brunswick Main Street ARPA Funds Guidelines

Ms. Martorana detailed the proposal from Main Street on how to spend the ARPA funding awarded to that organization from the City.

Ms. White made a motion to approve the plan. Mr. Sandusky seconded the motion, which passed 6-0.

Submitted by: Carrie Myers

Approved By: 
Mayor Date

Witnessed By: 
City Administrator Date