MAYOR
Brian West

MAYOR PRO TEM
Monty Parks

CITY COUNCIL
Bill Garbett
Spec Hosti
Tony Ploughe
Nick Sears
Kathryn Williams

CITY MANAGER
Bret Bell

CITY CLERK
Fabian Mann

ASST CITY MANAGER
Michelle Owens

CITY ATTORNEYS
Edward M. Hughes
Tracy O'Connell

CITY OF TYBEE ISLAND

City Council Regular Meeting
July 10, 2025 — 6:30 PM

Minutes of Meeting

Call to Order — The City of Tybee Island City Council held a regular city council meeting on Thursday, July 10, 2025, at 78 Van Horne Avenue, Tybee Island, GA 31328. The meeting was called to order by Mayor Brian West at approximately 6:30 PM. Mayor Pro Tem Monty Parks, Councilmember Bill Garbett, Councilmember Michael "Spec" Hosti, Councilmember Tony Ploughe, Councilmember Nick Sears, and Councilmember Kathryn Williams were also present.
Administrative Staff Attendance — City Manager Bret Bell, Assistant City Manager Michelle Owens, City Clerk Fabian Mann, City Attorney Edward Hughes, and City Attorney Tracy O'Connell were present.

Invocation — The invocation was led by **Fabian Mann.**

Pledge of Allegiance — The pledge of allegiance was led by **Mayor West.**

Approval of Agenda

Councilmember Sears made a motion to approve the agenda. **Councilmember Williams** seconded the motion. **Motion passed unanimously.**

Announcements

- Tybee Arts Association presents "Into the Woods" | July 17 – 20, 2025 | 7:30 PM | Tybee Post Theater
- Blood Connection Blood Drive | July 18, 2025 | 10:00 AM – 2:00 PM | Tybee YMCA

City Manager Discussion

- Action Item List Update

City Manager Bret Bell provided high-level updates on action items provided by the Mayor and Council. The topics covered included sandbar beach safety, Memorial Park master plan, Solomon Avenue road planning, Live Oak fiber installation, anti-drunken driving campaign, new fire station planning, beach renourishment, private parking lots, island wide parking pricing, city employee handbook, and operations manual.

DRAFT

Citizens to be Heard

- Tybee Arts Association (TAA) Annual Update – Kelly Jones, Board President

  Kelly Jones provided the Mayor and Council with an overview of the Tybee Arts Association's activity for the prior year. The cast of the Association's presentation of "Into the Woods" performed a selection from the musical.

- Tybee Island Farmers Market — Steve Johnson

  Steve Johnson thanked Tybee Island citizens for their continued support of the Tybee Island Farmers Market on its 10th anniversary.

Consideration of Items for Consent Agenda

- City Council Regular Meeting Minutes: June 12, 2025
- Alcohol License for Gordon Card of GW Creations, LLC (dba The Kelpie Bistro Pub)
- All-Inclusive Service Agreement with Ashley's Business Solution for Maintenance and Management of Printers, Copiers, and Mail Machine in the Annual Amount of $28,525.00
- Amendment to Existing Software License and Service Agreement with Passport Labs Inc. to Provide Enterprise Software Services to Better Manage Parking Services' Citation Management and Digital Permit Operations
- Intergovernmental Agreement with Chatham County for Distribution of a Portion of the Special Purpose Local Options Sales Tax
- Resolution 2025-13 to Authorize Participation in an Amicus Brief in the Chang V. City of Milton Appeal

Consideration of Approval of Consent Agenda

Councilmember Williams made a motion to approve the consent agenda. **Councilmember Parks** seconded the motion. **Motion passed unanimously.**

Public Hearings

- **City of Tybee Island Proposed Millage Rate for 2025**

City Manager Bret Bell presented a brief presentation detailing the millage rate process and required state advertising guidelines. The city manager also explained the staff's recommendation for the Mayor and Council to adopt a millage rate of 3.542 mills, 2.6% above the rollback rate.

Public Comments

No public comments were received.

- **Minor Subdivision: Change in lot line – 4 & 6 Ocean Drive - Zone R-2 -40005 20028 & 40005 20027 – Chris Koncul**

DRAFT

Community Development Director Patricial Sinel approached the Mayor and Council and provided an overview of the minor subdivision of land request. In 2024, the Planning Commission and City Council approved the original final major subdivision plat. The applicant is requesting to move the lot line between lots 3 and 4 to 5.72 feet seaward. Ultimately, 391.71 square feet will be subtracted from lot 4 and added to lot 3. The Planning Commission recommended approval unanimously in agreement with city staff.

Council Comments
Councilmember Williams asked Director Sinel to clarify that all required setbacks would be met with the applicant's requested plans. Mrs. Sinel confirmed Councilmember Williams' inquiry.

Public Comments
No public comments were received.

Councilmember Parks made a motion to approve the minor subdivision. **Councilmember Williams** seconded the motion. **Motion passed unanimously.**

Variance: Setback encroachment and accessory structure – 1605 Inlet Avenue - Zone C-1/SE – 40008 17001 – Steve Farace

Community Development Director Patricia Sinel provided an overview of the variance request. The applicant is requesting to add two accessory structures on the property, an ordering station and a roof to the existing free-standing deck. Both requested accessory structures would encroach into the 5' accessory structure setback. Director Sinel clarified that only one principal structure and its customary accessory structure are permissible per lot in this case. However, the property owner may petition the Mayor and Council for permission to allow an additional principal use structure; the City's code does not currently address provisions for adding an additional accessory structure. Staff recommended approval of the variance, since the nonconforming structure's irregular lot configuration makes redevelopment on the site troublesome. The Planning Commission also recommend approval of the variance with a vote of 4-1.

Public Comments
The applicant, Steve Farace, approached the Mayor and Council and presented a slide show detailing the upgrades to the property. Mr. Farace also explained that he is seeking the variance to add structures to grow his business and provide customers with a more pleasant experience.

Council Comments
Councilmember Sears stated that he did not understand how the irregular shape of the property constituted a hardship. Councilmember Garbett also expressed his disagreement with the irregular lot configuration qualifying as a hardship. Similarly, Councilmember Williams stated that the case does not have a valid hardship.
Due to the zoning designation and location, Councilmembers Ploughe and Parks expressed minimal concern with the variance.

Councilmember Sears made a motion to deny the variance. **Councilmember Garbett** seconded the motion. **Councilmembers Sears, Garbett**, and **Williams** voted in favor to deny the variance. **Councilmembers Parks**, **Hosti**, and **Ploughe** voted in opposition to approve the variance. **Mayor West** voted in opposition to approve the variance. **Motion failed 4-3.**

DRAFT

Councilmember Hosti made a motion to approve the variance. **Councilmember Ploughe** seconded the motion. **Councilmembers Hosti**, **Ploughe**, and **Parks** voted in favor to approve the variance. **Councilmembers Sears**, **Williams**, and **Garbett** voted in opposition to deny the variance. **Mayor West** voted in favor to approve the variance. **Motion passed 4-3.**

Public Comments

No public comments were received.

Consideration of Ordinances and Resolutions

- First Reading of Ordinance 2025-03 to Adopt a Millage Rate of 3.542 mills as the Final Millage Rate for 2025

Councilmember Williams made a motion to approve the first reading of Ordinance 2025-03. **Councilmember Hosti** seconded the motion. **Motion passed unanimously.**

- First Reading of Ordinance 2025-04 to Amend the Code of Ordinances, Section 54-71(b), to Establish the Earliest Timeframe in which Applicants May Submit a Special Event Application to the City in Advance of an Event, and to Specify Conditions Under which the City Manager May Accept Tardy Applications

Councilmember Hosti made a motion to approve the first reading of Ordinance 2025-04. **Councilmember Garbett** seconded the motion. **Motion passed unanimously.**

- Resolution 2025-12 to Authorize the Mayor to Execute a Loan Agreement with the Georgia Environmental Finance Authority (GEFA) to Borrow $2,500,000.00 from the Clean Water State Revolving Fund to Finance Sewer Infrastructure Improvements in the Fort Screven Neighborhood

Councilmember Hosti made a motion to approve Resolution 2025-12. **Councilmember Williams** seconded the motion. **Motion passed unanimously.**

Executive Session

Councilmember Parks made a motion to move from the regular meeting into an executive session referencing real estate and personnel. **Councilmember Williams** seconded the motion. **Motion passed unanimously.**

Councilmember Ploughe made a motion to return to the regular meeting from an executive session. **Councilmember Parks** seconded the motion. **Motion passed unanimously.**

Consideration to take any action needed arising from executive session – **No action was taken.**

DRAFT

Adjournment

Councilmember Hosti made a motion to adjourn the meeting. **Councilmember Parks** seconded the motion. **Motion passed unanimously.**

City of Tybee Island

_____

Brian West, Mayor

Attest:

_____

Fabian Mann, Jr., City Clerk

DRAFT