

**Work Sessions:**

Hurricane IRMA: City has submitted for reimbursement from FEMA/GEMA. Insurance reimbursement under review.

- Maritime repairs approved for bidding by insurance company. DNR has approved Permit and appeal period has expired. **Awarded by Council on November 19, 2018.**
- Mitigation projects submitted to GEMA/FEMA . These projects would require a 25% match by the City if approved by FEMA.
- All contracts for FEMA/GEMA reimbursement of Hurricane IRMA costs have been returned to GEMA. GEMA is processing the reimbursements. **Reimbursements in the amount of \$1,138,369.34 received to date.**

**Working with DNR on proper procedures for notification to owners, release of boats, and salvage of any boats remaining.**

- **FEMA considers the boats as debris from the storm.**
  - **Funding for removal of boats approved by FEMA: 16 boats remaining.**

**City Clerk:**

- Council work requests
- Elections based on statutory requirements
- Day to Day issues
- Open Records
- Training

**Personnel:**

- Police Officer Positions open.
- Positions open in Public Works and Water Department.

**Police**

- Lt. Brock is the project leader as coordinated with Chief Horton, Chief Hatch and Bobby Marr on the 700/800MHZ project.
  - The 700/800 MHZ system is part of the 2019 proposed budget.
  - Contract awarded meeting of July 2, 2018.
  - Preplanning and preconstruction meeting held July 19, 2018.
- Continuing to emphasize Community Policing.
- Coffee with the Chiefs to be scheduled in November or December.
- Hawk Beacon signal for pedestrian crossing permit application received from GDOT and approved meeting of March 5<sup>th</sup>. Project is under design with estimated construction date of December/January 2018/19 per GDOT.

## Finance

- Auditor is working on the 2018 Audit Report.
- Developed revenue and expenditure line items for Insurance and FEMA/GEMA reimbursements.
  - Insurance received to date in the amount of \$1,135,364.17
  - Insurance and City Maritime engineers completed working on boat ramp and transient dock costs for engineering design.
    - Boat ramp and dock repair construction and engineering documents approved by insurance and Permit from DNR received.
    - Permit received from Army Corps of Engineers October 29, 2018.
    - Nationwide Permit from Army Corps, follow-up to October 29 Permit, received November 16, 2018.
    - Bids received October 30, 2018 and forwarded to insurance company.
    - **Bids awarded November 19, 2018 by City Council.**
- Retreat tentatively scheduled for November 13 and 14, 2019 at Honeycreek.

## Community Development

- Planning Commission recommended approval of Zoning Ordinance. Work Session held August 27, 2018, September 26, 2018.
- Projects/Businesses:
  - Villages at Winding River Phase II: Site work has begun.
  - Development Areas and Site Plans:
    - Bartram Place – D.R. Horton working on Phase II
      - Revision to subdivision submitted will be heard by Planning Commission. 98 units proposed.
    - Cannon Forrest (Winding Rod and Meandering Way)
      - 2006 Subdivision that is being reviewed. (283 Lots)
    - Marsh Arbor
      - Awaiting settlement of certain issues. (129 Units)
    - Moekel Place
    - Moody Lakes Estates
      - Public Improvements accepted by City (31 Lots)
    - Inlet Reach
    - Park Place
      - Neighborhood in Cumberland Harbor (43 Units)
    - Wharf at St. Marys (50 Acres)
      - GDNR Committee Hearing held September 14, 2018 and permit was approved. Closing proposed for end of November.
      - Proposed plan is for the Developer to close on the property November 30, 2018.
    - Mariner
    - Sweetwater Development: Located at Colerain and St. Marys Road and DRI approved in 2006. Development is approximately 300 housing units with commercial and office space. Property has closed, **total of 149 Acres.**
  - Newspaper Kiosks: Mr. Canning raised this question. This will be addressed under the Streetscape project working in cooperation with the publishers and proper review of proposed design by HPC.

## Fire Department

- Emergency Management Action plans are being updated for the City.
- Multi-Jurisdictional Hazard Mitigation Grant: County has applied for a grant to update the Multi-Jurisdictional Hazard Mitigation Plan for the County. Chief Horton has been assigned to assist in this effort

## Public Works

- Water Meter Testing: Awarded second grant for professional services to complete flow testing. Mr. Marr is working to complete this project.
- Gateway Project: Haddock and St. Marys Road Preliminary Schedule:
  - RFP's under final review and were received April 19, 2018 @ 2:00PM
  - Council Awarded Engineering Contract June 4, 2018
  - **Engineering work is underway.**
- Ready Street Drainage Project: Awarded May 7, 2018 to Hester Construction.
  - Notice to proceed issued on May 30, 2018. Project has been inspected by GDNR.
  - Army Corps has approved final installation of pipe in front of Gateway site.
  - PW scheduled to install after January 1, 2019.
- Gateway Redevelopment Project: Contract awarded May 15, 2017 Council meeting and started July 1, 2017. Mr. Glaze of CDP or his representative provided updates at the recent Gateway meeting.  
**Request for second extension of agreement by Mr. Glaze to June 30, 2019 approved meeting of November 19, 2018.**
  - Update presented to Gateway Committee November 8, 2018.
  - Update provided to Council as part of Retreat.

- HODAG: Douglas Drive
  - Contract has been executed with Rowell Construction and preconstruction meeting held week of November 12th. Awaiting receipt of Construction schedule. Funded through HODAG reimbursement funds and General Fund.
  - Erosion controls to be started the week of November 26, 2018.
- Orange Hall:
  - Orange Hall is closed until all work is completed.
  - Additional testing is completed. Revised cost estimates being developed based on results of the testing; destructive and non-destructive. Change orders for additional testing approved at the December 18 and May 21<sup>st</sup> Council meetings. Staff wants to make sure we identify the work to be done as fully as possible to minimize any construction change orders.
  - Update from engineer provided week of October 1, 2018.
  - Draft engineering and plans complete. Bid advertising date December 6, 2018 with receipt of bids January 24, 2019.
  - Exterior elevation work will be presented to the HPC.
- Moekel Place Project Estimates and Conceptual Designs completed. Working on identifying funding sources that may be available.
  - Possible funding, 60-40, through 319 Grant, for homeowners laterals.
- City Hall: Architectural and engineering design is underway, approved meeting of December 5, 2016. This is to meet ADA, safety and security standards with construction funds to be proposed in the 2020 budget. Project moved to 2020 Capital budget due to emergent repairs at Orange Hall.

- Clear Wells: Three in the City, construction contract awarded to Crom Coating Restorations meeting of May 7, 2018. Old Jefferson clear well completed and working on Mission Trace.
  - Preliminary Inspection on Mission Trace scheduled for the week of December 3, 2018.
  - Dandy Street will be the final one to undergo rehabilitation.
- **GDOT State Transportation Improvement Plan Projects (St. Marys):** Projects applied for by St. Marys or can be initiated by the State. Contacted GDOT Regional office for updates and they have advised that they will check on the status of all the projects.
  - Motion for STIP approved meeting of July 3, 2017 and presented at the STIP meeting of July 11 by Mr. Marr, Mayor Morrissey and me.
  - Colerain Road widening project from West of I 95 to East of Kings Bay Road started in 2017 (Project #0007414) \$27,713,546. Clearing of areas to be worked is to be 50% complete by August 2017. The City's utilities are included as part of the project.
  - SR Spur 40- RRX Warning Device (Project 0009346) \$159,181. This was reviewed in the STIP meeting of July 11, 2017.
  - GDOT: I-95 resurfacing of I-95 and ramps from Horse Stamp Church Road through Exit 1:
    - Seaboard is the Prime Contractor
    - Began April 8, 2018 with estimated completion date November 30, 2018.
    - Project will start at north end and complete at the south end.
  - Improved lighting at the intersection (Project PI0015194)
    - Discussed with GDOT at the Atlanta Fly In.
    - Joint request submitted by Kingsland and St. Marys in April 2016.

- Preliminary engineering funds (\$250,000) are programmed now.
- Construction funding (\$2M) programmed in FY 2019/early 2020. Confirmed at May 4 scoping meeting for Exit 1 North bound ramps on I-95 with GDOT.
- Fully executed agreement between GDOT and City attached.



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- Interstate 95 Exit 1 Improvement Requests from City to GDOT (City Request)
  - Traffic study complete and Scoping meeting held with GDOT representatives on May 4, 2018 regarding north bound I-95 exits. Next steps:
    - Meeting with Stakeholders
    - Work Session with City Council
    - Public Comment Meeting
    - Letter of Support from City Council for acceptable option.

### **Grant Opportunities/Applications:**

- Emergency Readiness Grant: funding for generators (Hurricane Mathew). Grant for both generators was approved March 2018. The total approved grant budget is \$459,482 with a breakdown as follows:
  - FEMA Share: \$344,612 (75%)
  - State Share: \$45,948 (10%)
  - Local Share: \$68,922 (15%)
  - HMGP 97.039 (Grant Number)
  - Bids were received on July 3, 2018
  - Project awarded on July 30, 2018
  - **Project is underway.**

- Old Jefferson Plant Generator is installed and scheduled for testing.
  - Mission Trace Generator due to be received week of December 3.
- GDOT Roadside Enhancement and Beautification Grant: Bobby Marr: Need to look at Route 40 and Spur 40. Ties into the Gateway project for welcome signage.
- LMIG 2019: Award \$212,285.37 and checking to see if a portion of these funds could be used for the new Technical College road.  
Council approval of November 19 forwarded to GDOT.
- LMIG: Notice of grant for 2018 grant year in the amount of \$220,328.30 was received from GDOT. These funds are programmed for the SHRIMP project. City match will be \$72,709.00. This was approved at the August 7<sup>th</sup>, 2017 Council meeting.
- LMIG 2016: Contract awarded May 21, 2018. Work will begin in January 2019.
- EDA Grant: Submitting through CRC to help with costs to restore and improve St. Marys Public Maritime facilities. All necessary information has been forwarded to CRC.
  - Funding provided to State through CDBG program. Revising and resubmitting proposal with the assistance of CRC.
- Coastal Regional Commission: Grant application submitted.
- BIG Grant – New draft application submitted August 1, 2018. Final submission completed August 31, 2018.
- DNR Clean and Resilient Facility Grant: Next application will be for the Gateway Dock.
- DOD OEA: Second application prepared and submitted for Airport (MEDS) repurposing and grant has been awarded. Project is underway.
- Section 319 Water Quality Grant: Recommended for award by Georgia DNR Environmental Protection Division (\$382,333). This would include green areas, rain gardens, some storm water (improve storm water discharge quality), and permeable pavers. Grant amount



amended to \$397,133.00. This is a Davis Bacon project. City awarded Phase 2 Grant of Downtown project in September 2018 in the amount of \$103,600.

Phase 2 319 Grant will be awarded in amount of \$103,600 for SHRIMP Phase 2, Osborne Street. Awaiting Grant documentation for signature.



Section 319 Grant -  
SHRIMP Project.msg

- Grant contract fully executed September 2017.
- Bullet Proof Vest Grant: No update.

### **Main Street/Economic Development**

- Sidewalk Hydro Road Improvement Maintenance Project (SHRIMP) moving forward:

- Funding Sources:

- LMIG \$500,000
- Section 319 Water Quality Grant \$397,133 Phase 1



Section 319 Grant -  
SHRIMP Project.msg

- Section 319 Water Quality Grant \$103,600 Phase 2
- General Fund \$600,000 (May be low interest loans)
  - Allows for matching funds for grants and allowance for non-grant items.
- Waste Fund \$50,000 (Trash and Recycling Cans)
- FEMA mitigation funds may be available for St. Marys and Ready Street repairs due to Hurricane IRMA. Staff is working on this.
- Private Donations (Brick and bench campaign)
- Concept plan and elements approved meeting of 4/17/17. 75% review completed at the work session in April 2018.

Engineering plans and specifications being completed to include recommendations from City Council.

- Full review of project with engineers, planners and City Staff held March 16, 2018.
- Work session and final review held April 12, 2018 from 4:00PM to 6:00PM.
- Charrette held March 6, 2018 from 5:00PM to 7:00PM in the Main Street Office.
  - SHRIMP Project
  - Boat Launch and Old Fireworks Dock
- Advertising for plans and specs May 24, 2018
- Pre-bid meeting held June 12, 2018 at 2:00PM
- Bid receipt moved from June 25, 2018 to July 9, 2018 at 2:00PM. This was done at the request of various bidders. The extension facilitated the competitive bidding process.
- Contract awarded to Charlie Hester Const. Meeting of July 30, 2018
- All fully executed contract documents received September 2018.
- Preconstruction meeting held October 24, 2018.
- Contractor received notice to proceed and is marking the street. Project material requests under review by engineer.
- Awaiting receipt of Land Disturbance Permit.
- TAD: All documentation was submitted to the State Department of Revenue. No further action required for approval or filing. Working on application process.
  - Developing proposal for financial impact review based on any projects proposed increment.
  - Completing final elements for applications to DASM or DDA.
    - Projects:

- Wharf at St. Marys: DASM
- Gateway (Gilman Boat House): DDA
- Weed Street Sewer Plant: Traveled to New Smyrna Beach, Florida, to visit a STEM/Discovery Center on July 14th and 15<sup>th</sup>, 2017. Councilmembers Reilly and Williams were in attendance along with representatives from Georgia Southern University. This is one option for a future use of the Weed Street site.

**Maritime Matters:**

- **Docks: A full update on the City’s marine facilities will be provided as information is received and projects move forward. Funding will be a combination of insurance, FEMA/GEMA, 404 and 406 mitigation funding and finally City general funds. A short review will be conducted at the start of the 2018 retreat.**

**MEETING STREET DOCK:** This is a DNR facility. They will extend the aluminum at North River boat ramp to accommodate more vessels for temporary service dock usage. Project is supposed to start soon but no hard date has been set. They are applying for a permit and work delayed due to Hurricane IRMA. The dock and boat ramp are fully operational.

- Kayak launch facility DNR permit approved late 2017.
- 1. Work on launch and dock to start in October/November 2018.

**WHEELER STREET DOCK/Boat Ramp:** Out of service for the foreseeable future, estimated repair time **is July 2019**. The maritime engineer has prepared plans and specifications for repair and betterments.

Charrette held March 6, 2018 in the Main Street Office. Initial plan was to have construction complete by July 2018 based on DNR issuing a Letter of Permission followed by a final permit. DNR advised the City last Friday that a review of the statutes show a full permit will be needed. This will delay construction about 90 days with an estimated completion date of February or March 2019.



Boat Ramp  
Etiquette.msg

- Advertising for bids September 27, 2018
  - **Bids awarded November 19, 2018.**
  - Army Corps Permit received October 29, 2018 and November 13, 2018.
- 2. **DNR PIER and DOCK:** Pier and dock are open. This will be impacted by the old Fireworks dock redesign. The maritime engineer has prepared plans and specifications for repair and betterments and they are being reviewed prior to advertising for sealed bids. Schedule is for estimated completion of work **July 2019.**
  - Advertising for bids September 27, 2018. Bids received October 30, 2018.
  - **Bids awarded November 19, 2018.**
  - Army Corps Permit received October 29, 2018 and November 13, 2018.

Contract combined with boat ramp.

3. **GILMAN/GATEWAY DOCK:**

- a. Long Term: Boat dock plan permit requests have been reviewed by DNR.
- b. LOP for continuation of Floating dock attached:



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ockTempFloat.pdf

4. **PAVILION DOCK:**

- a. The pavilion dock was destroyed and plans for repair and betterments are on hold based on work at Boat Ramp and Docking facilities with this project.
  - i. This dock will not be replaced, and funds may be used to add a small dock with clean-out to the Gateway Dock or for installation of Kayak Launches.
    - 1. ADA requirements move this dock further into the river and conflict with private marina facilities.

5. **FISHING DOCK:** This dock is owned and maintained by DNR.

6. **NORRIS MARSH WALK**: This structure is City owned. Looking at a scheduled replacement of the deck planking.
7. **LANG'S PIERS/DOCKS**: These are privately owned and the City has no authority over their operation. They suffered catastrophic damage from Hurricane IRMA. Met with owner to see what the plans are for the future. No update currently.
8. **NPS DOCKS**: These are owned and operated by the National Park Service for the Cumberland Island ferries and the NPS work boats. Anticipate repair time frame is March 2020.
9. **BUOYS**: These are city owned and permitted in Florida. They are currently at the Point Peter Waste Water Facility. Submitted for repair and reinstallation. Need to meet with Florida State maritime agency.

#### Administration:

- IT Strategic Planning: Part of the award of contract to NEOS included developing a five-year plan for improving the municipalities IT systems. The implementation of this project is underway.
  - IT Gilman Park Hot Spot: Park WIFI is up and running. Camera system is installed.
    - Working on policy and signage.
    - **Update and renewal of professional services contract will Be on the December 3, 2018 meeting.**
- St. Marys Railroad: Mr. Paul Pleasant is offering a training opportunity for the City Council to learn about the RR and its operations. He can provide this at any time, but during the daytime is best as this will be done as part of a riding tour of the rail line.
- St. Marys Service Memorial: This idea was presented by Council Member Nutter and will be placed on the next Council meeting for discussion. This should be a private/public partnership led by a volunteer group strongly motivated and committed to this project. I have met with MOAA and the Eagles. Eagles have agreed to be the fiduciary group for this project. Mr. Marr and I met with the Masons on March 9 and they want to participate.

○ Future Airport Site Evaluation:



Site Evaluation Letter  
October 23, 2018.pdf

- Solar Power: Hannah Solar appreciates the City Council's approval of the non-binding letter of intent on July 12, 2017. They will submit two applications on behalf of the City to meet the REDI application process to Georgia Power. City of St. Mary's application has been submitted. City proposal was not successful in lottery portion and we are now moving forward with competitive program.



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REDI Update.docx

- Mill Site: Working on Economic Incentive package with JDA.
- CID approved at the December 4, 2017 Council meeting. Passed by State House and State Senate.
  - General Economic Development Agreement with JDA, Developer and City signed on May 2, 2018.
  - Special Exception and Subdivision approved meeting of May 21, 2018.
  - DNR Permit submitted. Letter of support is scheduled for review by Council at the meeting of August 6, 2018.
  - DNR Permit approved meeting of September 14, 2018.
  - **Closing estimated in December 2018 for Wharf at St. Marys project.**
- Storm Water Enterprise Fund: Council requested that RFQ/RFP be developed for review. Phase 1 funded as part of the 2019 budget. RFQ recommendation approved by Council meeting of August 20. **Contract awarded at the November 19, 2018 meeting.**
- Department of Labor Building: The Department of Labor has left the City owned facility and moved into the Osborne Center utilizing a shared space. Proper notice has been received by the City and is attached. Various options for reuse include:
- Temporary Office Space for SHRIMP contractor. SHRIMP contractor, Hester Construction, has advised us they would use the site. Mr. Marr is working out the details with the contractor.

- Incubator
- Training facility etc.
- New Fine Arts League site: Request letter -



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It is important to remember that any use of this building, other than governmental, would need to be bid. The SHRIMP project is governmental.

The City of Savannah purchased the furniture through a federal grant. Working with the City to see if furniture can be transferred to the City of St. Marys.

○ **Senior Center Policy:**

- **Scheduled for review and consideration on December 3, 2018**
- **Documents for Consideration:**
  - **Task Force Report – Previously submitted to Council**
  - **Key Differences**



Key Differences  
between current Policy

- **Revised Policies for Consideration**



Senior Center  
Proposed Operations

○ **Festival/Event Approvals Alcohol or Street Closing:**

- **First Friday (Alcohol) December 7, 2018.**
- **Live Nativity: 12/11/18 from 4:30PM through 9:30PM Orange Hall Grounds.**
- **George Washington Memorial Re-Enactment (Street Closed) February 2, 2019 from 1:00PM to 2:30PM.**
- **Mardi-Gras Festival and Parade: 03/02/2019.**

○ **Camden County Technical School: Construction funding is proposed in the 2019 State budget. City has budgeted its contribution for road construction in the 2019 City budget. This is part of the shared services agreement between Camden County, City of St. Marys, City of Kingsland and City of Woodbine.**

- Additional information can be found at <http://www.stmarysga.gov/projects/index.php>.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "John J. Holman". The signature is stylized with a large initial "J" and a long horizontal stroke.

John J. Holman, ICMA-CM  
City Manager