

Hurricane Matthew FEMA Updates:

- **FEMA Reimbursements are being submitted:**
 - **Category A Debris removal final paperwork is on tonight's meeting as part of award of contract.**
 - **Category B emergency protective measures. Memo with spread sheet attached.**
 - **Category C Roads and Bridges: Approximately \$200,000 in repairs. Awaiting final review by FEMA.**
 - **Category E Buildings and Equipment: Insurance has authorized all repairs and deductible, \$5,000. FEMA will reimburse 80% of deductible.**
 - **Categories F & G have been completed:**
 - **F- Generators and Utility Repair**
 - **G- Park fountain repair.**
- **"Senior Official Workshop for All-Hazards Preparedness" scheduled to be held in Camden County on April 21st, 2017. This all day workshop will provide Training for governmental and senior team leaders. Copy of flyer is attached.**

Work Sessions:

- **April session to be scheduled to receive final report on Sea Rise study.**

City Clerk:

- Council work requests
- Day to Day issues
- Open Records

Personnel:

- **Police Officer Positions open.**
 - **Three Cadets in the Savannah academy scheduled for graduation in March 2017.**
 - **One cadet had a workers compensation injury and will be rescheduled for the March academy**
 - **One candidate scheduled for the March 2017 academy.**

- Worker Compensation renewal has been received and is approximately \$144,505 for calendar year 2017. The calendar year 2016 budget number was \$140,275 and 2015 budget number was \$166,571. I want to thank the Safety Committee members for their efforts in helping to control this cost.
- Two vacancies remaining in Police Department and three in the Public Works Department.

Police

- Grant was awarded for Body Cameras on 16th of June. All communities have accepted the grant and cameras have been purchased. No cost amendment to purchase additional items, cameras came in under budget, as approved. Training and Public outreach programs are underway.
- Continuing to emphasize Community Policing.

Finance

- Advanced Disposal notified the City of the CPI adjustment to the Trash Disposal contract. The adjustment was .0035% or .04 cents. Rate is adjusted from \$11.40 to \$11.44. The rate has been confirmed by the Finance Officer. Impact of this change will be looked at over the next six months and a report made to Mayor and Council.
- Audit for 2016 is completed
- Budget award for 2017 budget has been received and copy of notice is attached.
- Recommendation for award of Aquatic Center RFP for Point of Service (POS) has been placed on the February 6 agenda. This is part of the 2017 adopted budget.

Community Development

- Cumberland Harbor Development has submitted for a Boating Infrastructure Grant for the dock installation.
- City Master/Visioning Plan is underway. Regular meetings are held the first Thursday of every month at 6:00 PM at the Senior Center. The Committee is starting to review the draft master plan and the new zoning and land development ordinances are being drafted.
- FEMA revised map notice received and time frame for appeal, 90 days after September 22nd, has been set. December 22 was the final date to receive comments. Staff has reviewed the map and it does remove more properties than

it adds to the flood zones. The new map is expected to become effective in July 2017.

- Projects/Businesses:
- Working with the attorney on updating a couple of ordinances to help improve our approval process while maintaining appropriate reviews
 - HPC Ordinance amendment, Historic Structure Classification, was reviewed at the August 1st Work Session. Mr. Adams is preparing a schedule for follow-up meetings to complete review.
 - Cemetery Authority ordinance to be presented to Council at the February 6 meeting and scheduled for consideration for adoption at the next Council meeting.
- 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.
- Chief Horton and Chief Hatch serve on the Radio review Committee.
 - Issues involve VHS verses 700/800 MHZ system. Federal government is moving public safety agencies to the 700/800 MHZ range from the VHF range.
 - Working on St. Marys preliminary costs for review and looking at grant options
 - Working with County 911 Committee.
- Applied for Emergency readiness grant funding for generators at the end of May 2016.

Public Works

- Water Meter Testing: Grant of professional services was awarded and testing is completed. Report received and briefing made at the July 18th meeting.
 - Preparing a follow-up plan for commercial meter testing.
- Ready Street Drainage Project: Waiting for Corps of Engineers Permitting, no update. The Corps is focusing on Hurricane Matthew issues. This project is in the Federal review process and awaiting determination. The Corps has forwarded additional questions for clarification and they have been responded to within the Corps approved timeline.

- T-Project on Gateway Center:
 - Notice to Proceed has been issued to the Contractor. I would like to schedule a date for a groundbreaking for this project when the contractor is ready to start.
 - Project awarded at the November 21 City Council meeting. Swindell Construction was the apparent low bidder with a base bid of \$191,991.15.

- Sewer Force Main Project: 8” to 12” line pipe is a betterment project and the City which has reached substantial completion. 12” line is active and the 8” line has been abandoned in place. Project has been completed on time and under budget.
 - Charlie Hester Construction Inc. was awarded the contract at the August 1, 2016 Council meeting; Contract was in the amount of \$417,786.81.
 - Deduct in the amount of \$16,305.20 approved at the meeting of November 7, 2016.

- Intersection of Haddock and St. Marys Rd. – Charlie Hester Construction was the successful bidder and the project is nearly complete. GDOT inspected on August 16, 2016. Final striping, using thermoplastic, will be completed in about three weeks. Project completion date is the end of August/October. City is reviewing turning radius. This was part of the recent LMIG change.
- Pavilion Dock Project: Have received 75% of funding under State clean-out program for installation of boat pump out facility. Project awarded to Charlie Hester Construction at the July 18th meeting. Grant awarded and contract signed, working with Mr. Marr on rules and regulations which will be posted.
 - Notice to proceed was issued.
- Gateway Project. City has advertised bids for planting the medians.
- Trolley Building – Trolley moved while City installed plywood for inside walls. Kiwanis has painted the building and gutters are scheduled to be installed shortly.
- HODAG: Douglas Drive
 - Developed budget for Easements, Legal, Engineering complete.
 - Attorney has sent letters to homeowners based on surveys and appraisals. We are providing additional contact information as needed.
 - Two of six easements have been obtained. Mr. Moore is following up on remaining properties.

- Updating surveys of the properties as they are required by mortgage companies.
- LMIG Projects for July 1, 2016 through June 30, 2017 are being developed by Mr. Marr based on the Street Survey completed by Transmap Corporation. This will also include repairs to St. Marys Street after final approval of Streetscape plan.
 - Notice of 2017 LMIG funding received: \$204,845.95.
 - City going out to bids for 2015 program funding for the following roadways:
 - St. Marys Rd. and Haddock Rd.
 - S. Julia Street, Borrell Blvd. to end.
 - Nelson Place, Dilworth to Durden.
 - Sloan Street, Douglas Drive to end.
 - Stafford Way, McIntosh Drive to end.
 - Shearman Way, McIntosh Drive to end.
 - Allison Way, McIntosh Drive to end.
 - Bernardey Way, McIntosh Drive to McIntosh Drive.
- Solid Waste Disposal Contract: Under review by Manager and Staff in order to provide a recommendation concerning the option to renew for an additional five (5) years. Meeting held on September 22, 2016.
- Orange Hall: Mr. Marr and Chief Horton are updating repair estimates for Orange Hall. These repairs will be separated by essential through cosmetic.
 - Update has not been formalized as of the date of this report.
 - **Top floor of Orange Hall has been closed to visitors due to safety concerns with the railing and staircase.**
 - **Obtaining quotes from Architects and Engineers for plans to repair structure.**
- 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 2017 budget.
- Clear Wells: Three in the City. Working on repair and maintenance program.
- **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 this week and they have advised that they will check on the current status of all the projects.
 - Colerain Road widening project from West of I 95 to East of Kings Bay Road to start in 2017 (Project #0007414) \$27,713,546. Scheduled to be Let in October 2016.
 - SR Spur 40- RRX Warning Device (Project 0009346) \$159,181.

- St. Marys Ready Street to Waterfront Multi-Use Trail Phase III (Project 0010580) \$250,000. (City Request). Project is being advertised for receipt of sealed bids.
- Improved lighting at the intersection (Project PI0015194)
 - 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.
- Interstate 95 Exit 1 Improvement Requests from City to GDOT (City Request)
 - GDOT is negotiating with the consultant for the first task order, which is the traffic study and some surveying. (Update from Bradford Saxon, District Engineer, 9/6/16)

Grant Opportunities/Applications:

- NOAA Community Base Marine Debris Removal Grant: Jeff Adams. Will resubmit in October to obtain funding to remove sunken boats. Usually due by November 2nd. GDOT Roadside Enhancement and Beautification Grant: Bobby Marr: Need to look at for Route 40 and Spur 40.
- Coastal Regional Commission: \$17,800 awarded to the City and PSA towards construction of a bathroom facility at the Tabby Ruins. Construction is underway and is being coordinated by Messrs. Brunson and Marr. **City has installed water line and will install meter.**
- BIG Grant – September 26, 2017. DNR, City Staff, Engineer for the Gilman Dock.
 - DNR Permit being addressed.
- DNR Clean and Resilient Facility Grant: 75/25 for clean outs (Part of Pavilion improvements).
- DOD OEA – Applications accepted cyclically. Awarded funding for the Master Visioning Plan in the amount of \$75,000.00. Applying for funding for future repurposing of the Airport site.
- Tiger Grant: Application submitted for a bike trail and trail head in April 2016. Total project would be approximately 2.6 million dollars. Bike trail from downtown St. Marys to Crooked River State Park. Grant was not awarded and we will review to improve application.
- Section 319 Water Quality Grant: Funding would be available for elements of the Streetscape Plan, up to \$400,000. This would include green areas, rain gardens, some storm water (needs to improve water quality), and permeable pavers. City

is a strong candidate for this grant. Grant application would be funded by EPD and written by EPG. May need some additional engineering funds. Preliminary application to EPD for comment by end of September with final application by end of October. The grant schedule:

- Submit by October 31, 2016.
- Notice of Award Spring 2017.
- Funding available Fall 2017.
- Bullet Proof Vest Grant: 2016 award is \$2,749.75.

Main Street/Economic Development

- Street/Sidewalk and Storm water Mitigation Project (Streetscape) moving forward:
 - Funding Sources:
 - LMIG \$400,000
 - Section 319 Water Quality Grant \$400,000 (To be applied for)
 - General Fund (May be low interest loans)
 - Waste Fund (Trash and Recycling Cans)
 - Private Donations (Brick and bench campaign)
 - Second open house, charrette format, will be scheduled for 6:00 PM to 8:00 PM in the Main Street Offices February 7, 2017.
 - Mid October 2017 for storm water permits (tentative).
 - Construction to be scheduled at a date to be determined (early 2018)
- TAD: All documentation was submitted to the State Department of Revenue. No further action required for approval or filing. Working on application process.
 - Notification of assessed value of the District based on 2016 Digest information has been received. Estimated funding amount \$12,000.
- Wayfinding: GDOT has approved the permit for the signs and City has picked up the permits. Coordinating bid process with County, Kingsland and Woodbine through Mr. Harper.
- Weed Street Sewer Plant: Traveled to New Smyrna Beach, Florida, to visit a STEM/Discovery Center on July 14 and 15th. 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. Mr. Marr is preparing a rough cost estimate to see if there were a viable use for the lab and office space.
- Gateway Center Meeting: No update.

- VA Center: Notification has been received that the VA Center will be relocating from its current site to the Kings Bay Shopping Center. Interior work is underway.
- Walking Trail behind Aquatic Center: The trail has been restarted and a PAR trail is being added.
- Sweetwater Park: PSA working on Improvements.
- Gilman Park: New signage installed (RSVP project recommendation).
 - DDA is reviewing options for signs based on comments received with regard to littering and Gators.
- Mill Site: Fountain installed and operational. Sign construction is underway. Electrical panels have been installed for lights and the fountains.

Maritime Matters:

- City Maritime Facilities: Maritime engineer contract awarded at the November 21 meeting to Ball Maritime Group, LLC out of Savannah to review City owned maritime docking facilities including buoys and docks. We are looking to understand current conditions, acceptable mooring of vessels and planning for future repairs and needs. **Both underwater and above surface inspections have been completed. The engineer has notified staff that the report is 50% complete and a draft should be ready for review in approximately two weeks.**

Docks:

1. **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 estimated to begin in August of 2017.
2. **WHEELER STREET DOCK**: The DNR permit for this City dock and ramp is **ONLY** for launching and retrieving boats. There are to be no boats attached to this dock unless they are launching or retrieving. This is strictly enforced since the USCG uses this dock for their access to the water.
3. **DNR PIER and DOCK**: This is the dock directly behind the bait/snack shop that is also known as the kayak dock which connects to the “fireworks” dock. DNR is planning on providing two kayak cradles for easier access, see attached PDF. DNR has them ready to go but are checking to see if a permit modification is required.



kayak launch.pdf

Records indicate that the “fireworks” dock is owned by the City and predates the DNR/kayak dock. When the DNR/kayak dock was permitted, the “fireworks” dock was attached to the end of the floating portion of the DNR/kayak dock.

At present, the DNR dock is a 30 minute dock and the connecting fireworks dock is a 6 hour limit with no overnight docking.

4. **GILMAN/GATEWAY DOCK**: The DNR dock permit is active. It is a 72 hour limit, no live-aboard dock. It has a fixed and floating portion. Approval has been granted to allow the Peacemaker to stay at the dock, by DNR, for 2016. City has final authority. Working on a Boating Infrastructure Grant. Awaiting estimate from maritime engineer to resubmit permit application for redesigning dock prior and obtaining permit prior to Boating Infrastructure Grant (BIG) application.
5. **PAVILION DOCK**: This dock wraps around the existing pavilion. The City has been awarded a grant from DNR in the amount of \$38,000 for the installation of cleats and a clean out facility, water and electric (all support the clean out facility) on this dock. Permits have been received and Charlie Hester Construction was the successful bidder.
6. **FISHING DOCK**: This dock is owned and maintained by DNR. This dock is for fishing only, with no provision for the docking of boats. Plans, if budget permits, are to re-deck and replace handrails with composite Trex type wood. Raise and shim walkway where pile has subsided. Dock will be closed during work. This project will be bid out by the State. This is estimated to begin in August 2017.
7. **NORRIS MARSH WALK**: This structure is City owned and for observing the marsh and no physical changes are anticipated.
8. **LANG’S PIERS/DOCKS**: These are privately owned and the City has no authority over their operation. We do inspect to ensure they meet the minimum of the Building Maintenance Code.
9. **NPS DOCKS**: These are owned and operated by the National Park Service for the Cumberland Island ferries and the NPS work boats.
10. **BUOYS**: These are city owned and permitted in Florida. They are currently at the Point Peter Waste Water Facility.

Administration:

- Peacemaker: Meeting with Captain to discuss issues from Hurricane Matthew will be scheduled.
 - National commercial was shot on the Peacemaker and in Downtown St. Marys for Pittsburg Pirates and Liberty College.
- DDA is working on a planter system and has requested approval to place these planters on City Streets and rights of way. They are coordinating with Garden Club, schools and local businesses. This has been reviewed with Mr. Marr and I and we are both in favor of this proposal.
- Painting Pavilion: Letter from DDA requesting the City obtain bids to paint the water front pavilion white was received. City obtained quotes and the cost estimate was \$17,495.00.
- St. Marys Airport: The City was advised by Representative Carter's office that "The National Defense Appropriation Act" was signed by the president. The act included the funding for closing the airport for aviation use. The Navy is working on the appraisal, environmental study and survey of the property. Mr. Adams and I are working on a plan to present to Mayor and Council for repurposing the property.
 - DOD has completed Title review and City is owner in fee simple of the property.
 - The survey and appraisal work will begin in February.
 - Costs to the City at this time that I foresee are staff time and attorney review costs. I will develop an estimated cost once I have more information. I would anticipate that a majority of costs will be covered by the DOD.
 - St. Marys Airport Inspection attached. This has been sent to the Airport Authority Chairman.
 - Copy of proposed lease agreement which is the same as the previous with the exception of the 60 day notice of termination. The Airport Authority requested the 60 day notice requirement. This has been sent to the Chairman of the Airport Authority.
- 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. I will put this on the January 3 meeting for consideration by the Council. He would like to schedule this late January or early February 2017. Copy of the letter to the Mayor and Invitation is attached.
- 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 lead by a volunteer group strongly motivated and committed to this project. I am meeting with the MOAA executive board on February 7.
- Department of Navy Correspondence
 - Solid Curtain and Citadel Shield exercise notice
 - Prescribed burning notice

- Copy of NEOS Service report dated January 3, 2007 is attached. Future reports will be sent electronically.
- Georgia Department of Labor letter regarding facility improvements. City is working with the Department of Labor on this improvement.
- Emergency Repair: Sinkhole at Rte. 40 and Martha Drive caused by City Sewer line. Emergency permits from GDOT received and Charlie Hester construction will do the repair work. Estimated at \$18,000.
- County Letter regarding Hotel and Motel tax program. Staff is contacting the County.

Respectfully submitted,

John J. Holman, ICMA-CM
City Manager