

**Hurricane Matthew FEMA Updates:**

- **FEMA Reimbursements are being submitted**
  - **First reimbursement check received. This is for the damage to the fountain in the park.**



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- **Debris removal from the Douglas Road lay down site schedule:**
  - Mobilize horizontal grinder and support equipment Tuesday/Wednesday (3/14-3/15)
  - Begin grinding operations (3/15-3/16)
  - Begin hauling operations (3/20-3/21)
  - Complete grinding operations (3/25-3/26)
  - Complete hauling operations (3/27-3/28)
  - Site restoration and demobilization (3/27-3/29)
- **“Senior Official Workshop for All-Hazards Preparedness” scheduled to be held in Camden County on April 21<sup>st</sup>, 2017. This all day workshop will provide Training for governmental and senior team leaders. Copy of flyer is attached.**

**Work Sessions:**

- April/May work session to be scheduled for final presentation on Sea Rise study.
  - Final report is attached



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2017\_JME.pdf

**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 on March 24, 2017.

- Three candidates scheduled for the March 2017 academy.
- No positions remaining in Police Department with the three new candidates scheduled for the March academy.
- Two positions in the Public Works Department.
- One position in the Water Department.
- Working with Directors on 2018 Safety Grant application.

## Police

- Grant was awarded for Body Cameras on 16<sup>th</sup> 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.
- GDOT looking at option of a possible Hawk Light pedestrian crossing at the Middle School.

## Finance

- Advanced Disposal notified the City of the CPI adjustment to the Trash Disposal 18 in order to realize the savings in FY 18 and 19. Additional information will be provided as we move forward with this process.
- **2018 Budget Calendar-Draft. Please let me know if you have any conflicts with the proposed City Council dates.**



Budget call  
FY2018.doc

- **Bond Refunding update as of March 9, 2017 is attached. Please note the improvement in the market, our favor, with regard to the refinancing.**



Update - Refunding  
Discussion 2.10.17.pdf



Update - Refunding  
Discussion 3.9.17.pdf

## 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 22<sup>nd</sup>, 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:
  - Barnett Southern for six month special use permit approved meeting of March 6, 2017.
- 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 By HPC and scheduled for presentation to Council in March or April 2017.
- 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. Update provided meeting of March 6, 2017.
    - Barrow County Article submitted under separate correspondence dated 3/13/17
  - Working on St. Marys preliminary costs for review and looking at grant option.
  - Working with County 911 Committee.
- Applied for Emergency readiness grant funding for generators at the end of May 2016. We have had the preliminary application accepted and have submitted the full application for consideration.

## Public Works

- Water Meter Testing: All large meters tested under this program, which failed due to back flow preventer issues, have had the back flow preventers replaced. Applying for second grant to complete flow 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:
  - **Contractor on site effective March 13, 2017.** Project awarded at the November 21 City Council meeting. Swindell Construction was the apparent low bidder with a base bid of \$191,991.15.
    - Working to look at putting in Arbor structure at the gateway with minimal cost to City.
- 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 18<sup>th</sup> meeting. Grant awarded and contract signed, working with Mr. Marr on rules and regulations which will be posted.
  - Awaiting signs from DNR. Once installed the City will file for reimbursement.
  - System is operational.
- Gateway Project. Re-advertise bids for planting the medians.
- Police Department Emergency Generator gas tank due to be received in the next three weeks for installation.
- Trolley Building – Gutters to be installed. Trolley used in the Madi Gras Parade and is now back in the Trolley building.
- 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 out for bids. Anticipate consideration of bid results by Council in April 2017.
  - 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. Anticipate recommendation to Council last meeting in March or first meeting in April 2017.
- Orange Hall: Working on developing recommendations as tasked by Mayor and Council at the meeting of February 6, 2017.
  - Top floor of Orange Hall has been closed to visitors due to safety concerns with the railing and staircase.
  - Closing basement as this is where the foundation problems are occurring. This will leave the first floor open to visitors.
  - **Tharpe Engineering Group completing assessment and recommendation for repairs. Inspection scheduled for March 15, 2017.**
- 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 2017/18 budget.
- Clear Wells: Three in the City. Working on repair and maintenance program. GEFA funding application has been submitted for this project.
- **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. Clearing of areas to be worked is to be 50% complete in April 2017. The City's utilities are included as part of the project.

- 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 has been approved for construction began March 13, 2017.
- 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.
  - Fully executed agreement between GDOT and City attached.



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- 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 2<sup>nd</sup>. 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. Consideration for Maritime Engineer to complete permit work approved March 6, 2017.
- 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. Submitted application 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 \$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)
    - Private Donations (Brick and bench campaign)
  - Second open house, charrette format, held 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 viable uses 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. Mr. Bakkar has applied for economic development incentives. Working with Mr. Bakkar to develop all information for Council to review. Tentatively scheduled for March 20 meeting agenda.
- Walking Trail behind Aquatic Center: The trail has been restarted and a PAR trail is being added. This will be assisted by volunteers through a Kiwanis one day project.
- Sweetwater Park: PSA working on Improvements.

#### **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 and the report has been submitted and is under review by staff.

#### **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. Project is complete with exception of signage which is to be received by the DNR.
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.
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:

- DDA is working on completing the planter system.
- Senior Center: A request for a change in the bylaws of the SAC has been received by the Senior Center Coordinator. I have requested a red lined version so that Council can readily see the current status of the bylaws and the changes proposed.
- 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 March 21<sup>st</sup> or 22<sup>nd</sup>, 2017.
  - 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.
  - Letter sent to the Airport Authority notifying them of the closing date, July 14, 2017 at 11:59PM. This included notice of end of lease agreement on the same date and time as it has been continuing on a month to month basis. Notice of closing date posted at the Airport terminal.
  - RFP for assistance in identifying highest and best use for the Airport property has been advertised. RFP deadline is April 1, 2017. Since this is an Industrial site, zoned AI, the DASM would be the Authority overseeing this project with final recommendations to Mayor and Council.
  - I will be requesting a work session of the City Council to review and provide feedback on:
    - Easement items from the DOD once received by City.
    - Agreement between the City, DOD, FAA, GDOT once received by City.
- 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.
- County Letter regarding Hotel and Motel tax program. Staff has sent a letter requesting further information.

Respectfully submitted,

John J. Holman, ICMA-CM  
City Manager