

**Work Sessions:**

- Work Session October 16 @ 5:00 PM – Marine Industrial Development Center Update
- Work Session to be set up on storm water enterprise fund review.
- Work Session to be set up on Master Visioning Plan and Zoning Ordinances

**Hurricane IRMA: City is working on clean up and restoration from the storm. Camden County has been declared by FEMA for PA and IA assistance. City is working on PA assistance. FEMA and SBA representatives are in the County to help citizens with the IA assistance.**

**Emergency declared under the Stafford Act. Coast Guard tasked to remove boats that were a hazard to the environment and navigation. Coast Guard has full authority over boats in or under the water. Boats moved to temporary transfer facility where they have been under 24 hour security watch. Working with DNR on proper procedures for notification to owners, release of boats, and salvage of any boats remaining. The City will follow state statutes. FEMA considers the boats as debris from the storm.**

- **A full work session will be scheduled on the storm response and recovery efforts at a later date.**

**City Clerk:**

- Council work requests
- Day to Day issues
- Open Records
- Senior Authority Report



- Senior Authority Annual Report 9.2017.

**Personnel:**

- Police Officer Positions open.
  - One cadet started at September Police Academy.
- Positions open in Public Works and Water Department.
  - Three new employees hired at Public Works from job fair applicants
- Planner Position interviews are ongoing.
- Employee survey being developed

- Working with Directors on 2018 Safety and Wellness Grant applications.
- Senior Center Roof: Mr. Marr reviewed with Hospital Authority on September 12, 2017 and repairs will be funded by Hospital Authority as per the Authority meeting of September 19. They will also fund painting of the inside of the building. Bobby Marr will work with the Authority to schedule the project. The City staff has agreed to supervise the work.
  - Mr. Marr is coordinating with Mr. Frasca, Hospital Authority Chairman

## 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. Discussed with GDOT during STIP meeting and they are 50% completed on the study.
- Two lightning strikes at the police building caused considerable damage to electronics. Repairs being completed and insurance claim filed.

## Finance

- Audit is underway.
- Tax Rate has been adopted at 6 mills. Last report on this item.
- Working with County on Payment of TAD funds to City of St. Marys
- Advanced Disposal met with City staff to coordinate:
  - Trash receptacles along St. Marys Street discussed meeting of 8/24/17.
  - 8/24/17 met to coordinate web site information and notifications of rules governing trash/recycling collection to residents. Brochure to be inserted in utility bills of 10/01/18. Web site will be updated at the same time if not earlier.

## Community Development

- City Master/Visioning Plan: Work session to be rescheduled from scheduled.
- FEMA: The new flood map is expected to become effective on December 21, 2017. Residents are invited to come to the Community Development Office to see how the new map impacts their property. Ordinance accepting the map will be on the October 16 meeting agenda.



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- Projects/Businesses:
  - No concept plan from Wildlife Defense Systems has been received for issuance of any permits. Notification of this standard requirement has been made a number of times.
- Villages at Winding River Phase II: Development agreement approved meeting of August 7, 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
  - 911 meeting held at the police station at 1:00PM on May 1 to review MHZ proposal.
  - 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. Advised that package for emergency generators is ready to be forwarded by the State for final review. We have had the preliminary application accepted and have submitted the full application for consideration. We have been asked for additional information and said information has been submitted.
- 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
- Grant request for SBA's has been denied City will do a phased replacement with funds already budgeted in the 2018 budget and planned for future budgets.

## 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:
  - Development of Bid Package (Engineering) August 2017
  - Solicit Engineering forms for bids September 2017
  - Council Consider Award of Engineering Contract October 2017
  - Engineering Design/Permitting October 2017-February 2018
- Ready Street Drainage Project: Permit has been received from DNR and Army Corps of Engineers and we are advertising for bids.
- Gateway Redevelopment Project: Contract awarded May 15, 2017 Council meeting and starts July 1, 2017. Mr. Glaze of CDP briefed the Gateway Committee on 8/10/17.
- 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.
    - Five of six easements have been obtained.
    - Resolution for the one remaining property easement approved special meeting of August 21, 2017.
    - Anticipate bidding no later than February 2018 based on legal requirement time frame.
- Orange Hall: Recommendation for award of engineering contract approved at the July 3, 2017 Council meeting.
  - Testing began on August 2, 2017 and included lead based paint sampling, asbestos, brick and other tests in order to prepare plans and specifications for structural repairs.
    - Tests positive for lead based paint but no asbestos found. Lead based paint will need to be abated.
  - Top floor and basement of Orange Hall have been closed to visitors due to safety concerns with the railing and staircase.
  - Work on mitigation of Lead based paint and other engineering work begins on October 16. Orange Hall will be closed until the completion of all work.
    - Mr. Marr is identifying location for storage of furniture and artifacts.
- 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. Project moved to 2019 Capital budget due to emergent repairs at Orange Hall.

- Clear Wells: Three in the City. Engineering contract awarded meeting of July 3, 2017. GEFA funding application has been submitted for this project and is scheduled to be reviewed for approval by the GEFA Board at the November 2017 meeting.
- **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.
  - **Motion for STIP approved meeting of July 3, 2017 and presented at the STIP meeting of July 11 by Mr. Marr, Mayor Morrissey and I. Local projects have been included as GDOT may have alternative funding sources.**
  - 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 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.
  - 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. This was reviewed in the STIP meeting of July 11, 2017.
    - Fully executed agreement between GDOT and City attached.
- Interstate 95 Exit 1 Improvement Requests from City to GDOT (City Request)
  - This was reviewed in the STIP meeting of July 11, 2017.



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### **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.

- 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 2017 Local Maintenance & Improvement Grant for Off-System Safety Program: Grant in the amount of \$25,000, over and above the normal LMIG Grant has been awarded to the City. City matches with 30%. Safety projects, street markings, submitted as part of grant application. Approved meeting of August 21, 2017.



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- 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.
- Coastal Regional Commission: \$17,800 awarded to the City and PSA towards construction of a bathroom facility at the Tabby Ruins. Ribbon cutting scheduled for August 30, 2017 at 10:00AM at the new Trail Head facility.
  - Submitted 2017 application on July 28, 2017. City has been notified it has been conditionally awarded \$18,500. This is a multi-use path widening project from Point Peter Road and Osborne to Sweetwater Park. City will need to match with \$13,500 for materials.
- BIG Grant – September 26, 2017. DNR, City Staff, Engineer for the Gilman Dock.
  - Grant submitted for DNR review and comments on August 3, 2017. Final submission has been made. Current condition of waterfront after hurricane IRMA has been added as supplementary information to the application. This is a very competitive grant.
  - DNR Permit being addressed. Consideration for Maritime Engineer to complete permit work approved meeting of March 6, 2017.
  - Big Grant \$100,000K or less is a smaller version of the BIG grant and would require a 1 to 1 match. Application time frame is September 2017. Looking at funding boat ramp engineering plans and specifications for rehabilitating the boat ramp on Wheeler Street.
- CIG: Request for consultant to prepare grant application is on the October 16 meeting. Estimated cost, based on having the Sea Rise Study in hand, is \$2,000.
- DNR Clean and Resilient Facility Grant: Next application will be for the Gateway Dock which will be submitted if the BIG Grant is awarded.

- 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.
  - Second application prepared and submitted for Airport repurposing.
- 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.



Section 319 Grant -  
SHRIMP Project.msg

- Fully executed grant contract received on 9/19/2017. We will now move forward with engineering for 75% review by Mayor and Council.
  - Construction estimated start date of March 2018
  - Language for professional services contracts have been amended and approved meeting of August 7, 2017.
  - Grant contract approved meeting of August 21, 2017.
  - **Grant contract has been fully executed September 2017.**
- Bullet Proof Vest Grant: 2016 award is \$2,749.75.

### Main Street/Economic Development

- Sidewalk Hydro Road Improvement Maintenance Project (SHRIMP) moving forward:
  - Funding Sources:
    - LMIG \$400,000
    - Section 319 Water Quality Grant \$397,133



Section 319 Grant -  
SHRIMP Project.msg

- 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)

- Concept plan and elements approved meeting of 4/17/17. Will have a 75% review. Engineering planning will be restarted as requested by DNR/EPD.
- Mid October 2017 for storm water permits (tentative).
- Construction estimated for March 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.
  - Ms. Brown is working with the County Finance Officer and Tax Assessor on the proper transfer of these funds.
- Wayfinding: Mr. Marr will provide a schedule for installation of the signs. Looking to purchase an additional sign for Rte. 40 and St. Marys Road exit. This would make a total of six signs.
- 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.
- VA Center: Relocated from its current site to the Kings Bay Shopping. Ribbon cutting to be scheduled.
- Sweetwater Park: PSA working on Improvements. Cost of these improvements can be used as a match for the CSR 2017 Trail grant application.

**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. This is providing an excellent base line document for City marine facilities following Hurricane IRMA.
- **Docks: A full update on the City's marine facilities will be provided as information is received. The information listed below is pre-IRMA information unless otherwise indicated.**

**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. The dock and boat ramp are fully operational.



1. **WHEELER STREET DOCK/Boat Ramp**: Out of service for the foreseeable future. The maritime engineer is preparing plans and specifications for repair and betterments. These will be forwarded to the City Council for review and comment. The repairs will be forwarded to the Coast Guard for review as this is their primary dock and boat ramp
2. **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. The fireworks dock is being redesigned as it was completely destroyed by Hurricane Irma. The DNR dock has been inspected and is in need of repairs, I will forward additional information as it becomes available.
3. **GILMAN/GATEWAY DOCK**: The DNR dock permit for repair and improvements have been approved. Work is underway to repair and improve the facility so that it can support Ferry Service to Cumberland Island and provide a touch and go dock facility. Estimated completion date is October 31.
  - a. Long Term: Boat dock plans are ready for permit will be ready for submission to the DNR after meeting with DNR officials. Permit will be for entire project but this would be a three phase project.
4. **PAVILION DOCK**: The pavilion will be repaired.
  - a. The pavilion dock was destroyed and plans for repair and betterments are underway. Once ready they will be forwarded to Mayor and Council for review and comment.
5. **FISHING DOCK**: This dock is owned and maintained by DNR. This dock was damaged due to Hurricane IRMA, Checking with DNR on schedule for repair.
6. **NORRIS MARSH WALK**: This structure is City owned and for observing the marsh and no physical changes are anticipated. This suffered damage due to Hurricane IRMA and we are developing plans for repairs.
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. Meeting with owner to see what the plans are for the future.
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 12 to 18 months.



Gateway Pier Update  
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- b. Application submitted August 2017.

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. This project has started.
- St. Marys Airport: The former City of St. Marys airport is now closed in accordance with “The National Defense Appropriation Act.”
  - Public Works is working on the FAA and GDOT actions required post-closing.
- 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.
- **Solar Power: Hannah Solar appreciates the City Councils 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.**



9.21.17 - St. Mary's  
REDI Update.docx

- Mill Site: Working on Economic Incentive package with JDA.
- County Letter regarding Hotel and Motel tax program. Staff has sent a letter requesting further information. Understand that there is a proposal for sharing funds among the municipalities. It would restore some of the funding.
- Gilman Park WIFI and Video: Council requested that this be put out to formal bid as a question arose as to information provided to companies quoting. Formal bids are being prepared and will be sent out and advertised.
- Storm Water Enterprise Fund: Council requested that RFQ/RFP be developed for review. Staff has met and is developing this documentation for Mayor and Council review.
- JDA Draft Economic Incentive Proposal (MOU) for Wildlife Defense Systems is attached. This is on hold pending receipt of concept plans and applications for permits. None have been submitted.
- Festival/Event Approvals Alcohol or Street Closing:
  - **Intracoastal Gateway Property 10/21/17. Wedding Reception (Alcohol).**

- George Washington Memorial Reenactment, February 2, 2018.  
Sponsored by Masonic Lodge. St. Marys St. and Osborne (1/2 Street Closing).
- Retreat: Scheduled for November 15 and 16. Initial request for priority lists sent August 25, 2017 for return of priority listings by October 1, 2017.

Respectfully submitted,

John J. Holman, ICMA-CM  
City Manager