

**Work Sessions:**

- Work Session to review ABL Proposal September 17, 2018 at 5:00PM.

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.
- Mitigation projects submitted to GEMA/FEMA . These projects would require a 25% match by the City if approved by FEMA.
- All contract for FEMA/GEMA reimbursement of Hurricane IRMA costs have been returned to GEMA. GEMA is processing the reimbursements.

**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**

**City Clerk:**

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

**Personnel:**

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

**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 October or November.
- 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 in Summer/Fall of 2018 per GDOT information received on May 9, 2018.

## Finance

- Developed revenue and expenditure line items for Insurance and FEMA/GEMA reimbursements.
  - Received initial check from insurance in the amount of \$1,000,000
  - 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.
    - Completing Plans and Specifications over the next thirty days in preparation for bidding.
    - Final Demolition of damaged boat ramp to begin week of September 3, 2018.
- Retreat scheduled for Wednesday and Thursday, November 14 and 15, 2018 at Honeycreek.
- FEMA/GEMA anticipate reimbursement based on FEMA/GEMA approvals. Funds are being processed.



IRMA Cost Reimb  
Est.xlsx

- Contract signed with GEMA for Type A reimbursement (debris) for a total amount of \$1,269,019.06. This equals our total request for Type A reimbursement. Funding should be in house by first week in September.
- City closed out with FEMA on August 1, all projects for reimbursement approved. City completed all paper work with GEMA. Reimbursements due September/October 2018.

## Community Development

- Planning Commission recommended approval of Zoning Ordinance. Work Session held August 27, 2018.
- 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 several times.
- Villages at Winding River Phase II: Site work has begun.
- Development Areas and Site Plans:
  - Bartram Place
  - Marsh Arbor
  - Moekel Place
  - Inlet Reach
  - Wharf at St. Marys (50 Acres)
    - GDNR Committee Hearing September 14, 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.
  - Cannon-Forrest Development
- 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.
- Emergency Management RFP's: City advertising for RFP's for emergency management services for "Disaster Debris Monitoring and Financial Recovery Services." Projects include debris pick up and disposal as well. This contract would only be triggered in the event of a named and declared emergency (i.e.) IRMA. RFP's and contracts being prepare according to FEMA, State and City requirements.

- Received July 3, 2018 for Disaster Debris Monitoring and Financial Recovery Services. Under review. Proposed for consideration by Council on September 17, 2018.
- Receipt scheduled for July 26 at 2:30PM for “Disaster Debris Removal Services.” Under review. Proposed for consideration by Council on September 17, 2018.
- 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 Design/Permitting July 2018-August 2018
- 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 and we are awaiting final approval.
- 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 extension of agreement by Mr. Glaze for 6 months was approved meeting of March 5, 2018.
  - Status update presented at Work Session of August 20, 2018.
- HODAG: Douglas Drive
  - Budget for Easements, Legal, Engineering complete.
  - All six easements have been acquired.
  - Bids received August 7, 2018 and this has been placed on the September 5 meeting agenda for Council consideration.
- 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.
  - Latest update from engineer:
    - Final cost estimate for structural repairs and making the building watertight \$500,000. Funding in the 2019 proposed budget.
    - Final Plans and Specifications for Structural repairs and water intrusion mitigation to be completed in June will bids to go out in September/October 2018 based on revised schedule.

- Sewer Rehab St. Marys Street: Slip lining sewer main project in downtown St. Marys. Areas of streets to be lined are shown in the attachment below. Project to be completed by the end of August, 2018. **Delayed due to a problem of concrete in the main. Change order is on the September 5, 2018 meeting for consideration.**
- Moekel Place Project Estimates and Conceptual Designs completed.
- 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.
- Waste Water Treatment Plant: City has advertised for RFP's for Management, Operations and Maintenance of the City's Wastewater Treatment Facilities. RFP's received June 28 at 2:00PM. **Review of RFP's and interviews with prospective companies completed August 2, 2018. Working on final report and recommendation to City Council for consideration on September 17, 2018.**
- Clear Wells: Three in the City, construction contract awarded to Crom Coating Restorations meeting of May 7, 2018. **Old Jefferson clear well to be completed in about two weeks.**
- **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
    - Scheduled to begin 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
- GDOT Roadside Enhancement and Beautification Grant: Bobby Marr: Need to look at for Route 40 and Spur 40.
- LMIG 2019: Award \$212,285.37 and checking to see if these funds could be used for the new Technical College road. Notice of award attached.



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- 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 September of 2018.
- 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: **Awaiting 2018 project applications.**
  - 2017 Widening of path Point Peter Road
  - 2016 Trail station and Tabby Ruins.
    - **BIG Grant – New draft application submitted August 1, 2018. Final submission completed August 31, 2018.**
    - Big Grant \$100,000K or less is a smaller version of the BIG grant and would require a 1 to 1 match. Awaiting notice of application time frame.
- CIG: 2017 Grant was not successful.
- 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 will be filing for Phase 2 of Downtown project in August 2018.



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 \$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)
- 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 will facilitate the competitive bidding process.
  - Contract awarded to Charlie Hester Const. Meeting of July 30, 2018
  - Awaiting receipt of bonding and signed contract.
  - Construction estimated start date of late August 2018.
  - **Ground breaking September 20, 2018.**
- 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.
- 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.
- Sweetwater Park: Scheduling ribbon cutting with PSA on September 6, 2018.

**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. The DNR is working on funding.

1. **WHEELER STREET DOCK/Boat Ramp:** Out of service for the foreseeable future, estimated repair time is February 2019. **The maritime engineer has prepared plans and specifications for repair and betterments and they are being reviewed prior to advertising for sealed bids.**

**Demolition LOP is attached: Contract awarded at the August 6 meeting. Insurance approved need to remove prior to construction of replacement ramp. Work to start week of September 3, 2018.**



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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 November.

- Documentation for DNR permit sent to the DNR Committee on July 30, 2018. **Permit has been received.** All time frames are estimated.



Boat Ramp  
Etiquette.msg

- 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 February 2019.**
  - Documentation for DNR permit sent to the DNR Committee on July 30, 2018. **Permit from DNR has been received.**

Contract combined with boat ramp.

- GILMAN/GATEWAY DOCK:**
  - Long Term: Boat dock plan permit requests have been reviewed by DNR.
  - LOP for continuation of Floating dock attached:



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- PAVILION DOCK:**
  - 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. This will need to be coordinated with the proposed repair to the Lang's East Marina once they are proposed.
    - This dock may not be replaced and funds may be used to add a small dock with clean-out to the Gateway Dock.
      - ADA requirements move this dock further into the river and into conflict with private marina facilities.
- FISHING DOCK:** This dock is owned and maintained by DNR.
- NORRIS MARSH WALK:** This structure is City owned.
- 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.
- 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 December 2019.

- 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. Coordinating announcement.
    - Working on policy and signage.
- 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. 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.

- 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. Working to have contract ready meeting of September 17, 2018.**
- 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.
  - Incubator
  - Training facility etc.

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.



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- Festival/Event Approvals Alcohol or Street Closing:
  - Food Truck Saturday, St. Marys St. in front of Park, 1PM to 8PM, 9/29/18
  - First Friday Event, Alcohol Zones 1 and 2, Downtown St. Marys on September 7.
  - Country Music Series (IHEART), Amphitheater Gilman Park, September 6,13, 20 and 27, 2018 from 6PM to 9PM (Alcohol)
  - Pink Out Fun Run: Downtown St. Marys on 10/13/18 from 7:30AM to 10:00AM,
  - Plain Aire Arts: Coastal Camden Art League, October 20, 2018.
  - Rustapalooza: 11/10/18 from 8:00AM to 5:00PM at Gateway.
- 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.
- PSA Press Release:



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- West Marsh Clean-Up: DNR awarded \$600,000 for marsh clean-up. This project scheduled to clean-up the west area of marsh along the St. Marys River in November of 2018.



DebrisArea.pdf

- **Funds have been received and contract awarded to Azula Marine. Funds still need to be released. Anticipate starting in Chatham County and then coming to Camden County Coast**

**working from the South to the North. Time frame has slipped to November 2018 for work in the St. Marys marsh.**

- City will provide dump and grapple trucks to assist with clean-up

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

Respectfully submitted,

John J. Holman, ICMA-CM  
City Manager