



CITY OF ST. MARYS, GEORGIA

February 3, 2014

FY 2015 BUDGET WORK SESSION (COUNCIL OVERVIEW)

5:00 p.m.

CITY COUNCIL MEETING

6:00 p.m.

AMENDED AGENDA (1/30/2014)

- I. **CALL TO ORDER**
- II. **INVOCATION:** *Councilmember Sam Colville*
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL** **QUORUM: YES ___ NO ___**
- V. **APPROVAL OF MINUTES:** *January 6, 2014 Regular City Council Meeting Minutes*
January 23, 2014 Special Called City Council Meeting Minutes
- VI. **PRESENTATIONS:**
COASTAL CONSTRUCTION AWARD: *(Roger Weaver)*
CARL, RIGGS, & INGRAM, LLC: *(Auditor Tom Carmichael)*
LIBRARY BOARD ANNUAL REPORT: *(Arlene Norris, Chairman)*
BOARD ANNOUNCEMENT (VACANCY): *(Penny Hahn)*
Library Board
BOARD APPOINTMENT (VACANCY):
Joint Development Authority Board (Councilmember John F. Morrissey)
- VII. **SET CONSENT AGENDA**
- VIII. **APPROVAL OF THE AGENDA**
- IX. **GRANTING AUDIENCE TO THE PUBLIC**
- X. **OLD BUSINESS:**
 - A. **POLICE CONSOLIDATION DISCUSSION:** *Councilmember Sam Colville..... TAB "A"*

- B. **HOSPITAL AUTHORITY DISCUSSION:** TAB “B”
Councilmember Nancy Stasinis (Added)
- C. **BORRELL CREEK RESTAURANT DISCUSSION:** TAB “C”
Councilmember Robert L. Nutter
- D. **GAINES DAVIS-AUTHORIZATION FOR EASEMENT ACQUISITION:** *Bobby Marr*
Request authorization for offers on property easement agreements) TAB “D”
- E. **MARITIME HERITAGE DISTRICT OVERLAY ORDINANCE:** *Roger Weaver..* TAB “E”
- F. **ORDINANCE REVISION-CODE COMPLIANCE OFFICER:** *Roger Weaver.....* TAB “F”

XI. **NEW BUSINESS:**

- A. **INTERIM CITY MANAGER DISCUSSION:** TAB “G”
Mayor Morrissey (Added)
- B. **WEED STREET WASTEWATER TREATMENT PLANT-REUSE:** TAB “H”
Mr. Steve Crowell, Jr.
- C. **CITY MANAGER POSITION UPDATE:** *Donna Folsom* TAB “I”
- D. **REQUEST FOR PART-TIME FLOATER TO BECOME FULL-TIME:** *Donna Folsom*
Request permission to change part-time floater position to full-time TAB “J”
- E. **FEBRUARY 17TH CITY COUNCIL MEETING:** *City Clerk* TAB “K”
To discuss whether to cancel or reschedule meeting due to President’s Day holiday
- F. **HOWARD GILMAN MEMORIAL PARK (WEDDING)-ALCOHOL REQUEST:** ... TAB “L”
Jennifer Pledger request permission to have alcohol served at daughter’s wedding
- G. **AUTOMATIC AID AND MUTUAL AID RESPONSE AGREEMENT AMENDMENT:**
Robby Horton-Request approval of agreement between Camden County, Kingsland
and St. Marys TAB “M”
- H. **GATEWAY ENHANCEMENT PROJECT PROPOSAL & BUDGET ORDINANCE:**
Bobby Marr TAB “N”
- I. **EMERGENCY SANITARY SEWER MANHOLE REPAIR REQUEST & BUDGET**
ORDINANCE: *Bobby Marr* TAB “O”
- J. **PUBLIC WORKS VACANCY:** *Bobby Marr* TAB “P”
Request permission to fill full-time vacant position
- K. **POLICE DEPARTMENT VACANCIES:** *Timothy Hatch* TAB “Q”
Request permission to fill vacant positions
- L. **BUDGET ORDINANCE-INSURANCE FUNDS RECEIPT (POLICE CAR):** *Jennifer Brown*
Amend the FY 2014 Budget to reflect receipt of funds from insurance company for
vehicle repairs TAB “R”
- M. **PROPERTY TAX PENALTY FEE REMOVAL REQUEST:** *Jennifer Brown* TAB “S”
Carla Weston-Brown request removal of late fee on property tax (Added)

- XII. **REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:**
 - A. **FINANCE DIRECTOR'S REPORT:** *Jennifer Brown* TAB "T"
 - B. **MONTHLY REPORT ON HAZARD ADAPTATION AND RESILIENCY MITIGATION REPORT:** *Roger Weaver*
 - C. **CITY CALENDAR:** *City Clerk*

XII. **REPORT OF MAYOR**

XIV. **GRANTING AUDIENCE TO THE PUBLIC**

MAYOR AND COUNCIL COMMENTS

CITY MANAGER'S COMMENTS

XV. **EXECUTIVE SESSION:** Legal (Pending and Potential Litigation) & Real Estate

XVI. **ADJOURNMENT**

This is a tentative agenda and is subject to change. Please check with City Hall prior to the Meeting for any revisions.

CITY OF ST. MARYS, GEORGIA
January 6, 2014

NEWLY ELECTED OFFICIAL'S OATH OF OFFICE

5:30 p.m.

MINUTES

Mayor Pro Tem and City Council for the City of St. Marys, Georgia met for the Newly Elected Official's Oath of Office Ceremony on Monday, January 6, 2014 in the City Hall Council Chamber.

PRESENT WERE:

Mayor Pro Tem John F. Morrissey
Councilmember Elect Sam Colville
Councilmember Jim Gant
Councilmember Robert L. Nutter
Councilmember Elect David Reilly
Councilmember Nancy Stasinis
Councilmember Elect Linda P. Williams

CITY OFFICIALS PRESENT:

Steven S. Crowell, Jr., City Manager
Roger Weaver, Planning Director
Timothy Hatch, Police Chief
Bobby Marr, Public Works Director
Robby Horton, Fire Chief
Marsha Klecan, Assistant Finance Director
Donna Folsom, Human Resources Director

Mayor Pro Tem Morrissey called the Oath of Office Ceremony to order at 5:31 p.m.

OATH OF OFFICE: Mayor-Elect John F. Morrissey

The City Clerk administered the Oath of Office to Mayor-Elect John F. Morrissey. Mayor Morrissey thanked the citizens of St. Marys for their support and stated he looked forward to working with the new Council, employees, and residents. Mayor Morrissey briefly commented on job creation, marketing, economic development and careful stewardship of the City.

OATH OF OFFICE: Councilmember-Elect David Reilly, Post #4
Councilmember-Elect Sam Colville, Post #5
Councilmember-Elect Linda P. Williams, Post #6

The City Clerk administered the Oath of Office individually to Councilmembers Sam Colville, David Reilly and Linda P. Williams. Councilmembers Reilly, Colville and Williams thanked residents for their support stated they looked forward to working with everyone.

ADJOURNMENT

Mayor Morrissey declared the ceremony adjourned at 5:42 p.m.

Respectfully submitted,

Deborah Walker-Reed, City Clerk

CITY OF ST. MARYS, GEORGIA
January 6, 2014

ORGANIZATIONAL MEETING
6:00 p.m.

MINUTES

The Mayor and City Council for the City of St. Marys, Georgia met for its annual Council Organizational Meeting on Monday, January 6, 2014 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor John F. Morrissey
Councilmember Sam Colville
Councilmember Jim Gant
Councilmember Robert L. Nutter
Councilmember David Reilly
Councilmember Nancy Stasinis
Councilmember Linda P. Williams

CITY OFFICIALS PRESENT:

Steven S. Crowell, Jr., City Manager
Roger Weaver, Planning Director
Timothy Hatch, Police Chief
Bobby Marr, Public Works Director
Robby Horton, Fire Chief
Marsha Klecan, Assistant Finance Director
Donna Folsom, Human Resources Director

A. MAYOR PRO TEM:

Councilmember Reilly nominated Councilmember Jim Gant to serve as Mayor Pro Tem for 2014. Councilmember Colville seconded the motion. Voting was recorded as follows:

FOR

Councilmember Colville
Councilmember Nutter
Councilmember Reilly
Councilmember Stasinis
Councilmember Williams

ABSTAINED

Councilmember Gant

- B. COASTAL REGIONAL COMMISSION BOARD:** *Mayor's appointment as City Representative*
Councilmember Gant made a motion to appoint Mayor Morrissey to the Coastal Regional Commission Board as City representative. Councilmember Nutter seconded the motion. Voting was unanimous in favor of the motion.
- C. CAMDEN COUNTY HEALTH BOARD:** *Mayor's appointment as City Representative*
Councilmember Nutter made a motion to appoint Mayor Morrissey to the Camden County Health Board as City representative. Councilmember Stasinis seconded the motion. Voting was unanimous in favor of the motion.
- D. DOWNTOWN DEVELOPMENT AUTHORITY:** *Council Seat*

Councilmember Gant made a motion to appoint Councilmember David Reilly to the Downtown Development Authority as the Council representative. Councilmember Nutter seconded the motion. Voting was recorded as follows:

<u>FOR</u>	<u>ABSTAINED</u>
Councilmember Colville	Councilmember Reilly
Councilmember Gant	
Councilmember Nutter	
Councilmember Stasinis	
Councilmember Williams	

E. SENIOR ADVISORY BOARD: *Council Seat*

Councilmember Gant made a motion to appoint Councilmember Sam Colville to the Senior Advisory Board as the Council representative. Councilmember Nutter seconded the motion. Voting was recorded as follows:

<u>FOR</u>	<u>ABSTAINED</u>
Councilmember Gant	Councilmember Colville
Councilmember Nutter	
Councilmember Reilly	
Councilmember Stasinis	
Councilmember Williams	

F. ST. MARYS INTRACOASTAL GATEWAY STEERING COMMITTEE: *Council Seat*

Councilmember Gant made a motion to appoint Councilmember Robert L. Nutter to the St. Marys Intracoastal Gateway Steering Committee as the Council representative. Councilmember Stasinis seconded the motion. Voting was recorded as follows:

<u>FOR</u>	<u>ABSTAINED</u>
Councilmember Colville	Councilmember Nutter
Councilmember Gant	
Councilmember Reilly	
Councilmember Stasinis	
Councilmember Williams	

ADJOURNMENT

There being no further items on the agenda, Mayor Morrissey declared the meeting adjourned at 6:04 p.m.

Respectfully submitted,

Deborah Walker-Reed, City Clerk

CITY COUNCIL MEETING

January 6, 2014

6:00 p.m.

MINUTES

The Mayor and City Council for the City of St. Marys, Georgia met for its regular City Council session on Monday, January 6, 2014 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor John F. Morrissey
Councilmember Sam L. Colville
Councilmember Jim Gant
Councilmember Robert L. Nutter
Councilmember David Reilly
Councilmember Nancy Stasinis
Councilmember Linda P. Williams

CITY OFFICIALS PRESENT:

Steven S. Crowell, City Manager
Marsha Klecan, Assistant Finance Director
Donna Folsom, Human Resources Director
Bobby Marr, Public Works Director
Timothy Hatch, Police Chief
Roger Weaver, Planning Director
Robby Horton, Fire Chief

CALL TO ORDER:

Mayor Morrissey called the City Council Meeting to order at 6:04 p.m. Councilmember Gant gave the invocation. Mayor Morrissey led the audience in the pledge of allegiance. Council roll call indicated a quorum of Council members present for the meeting.

APPROVAL OF MINUTES: *December 16, 2013 Regular City Council Meeting Minutes*

Councilmember Nutter moved to approve the December 16, 2013 Regular City Council meeting minutes. Councilmember Gant seconded the motion. Voting was recorded as follows:

FOR

Councilmember Gant
Councilmember Nutter

ABSTAINED

Councilmember Colville
Councilmember Reilly
Councilmember Stasinis
Councilmember Williams

December 20, 2013 Special Called City Council Meeting Minutes

Councilmember Nutter moved to approve the December 20, 2013 Special Called City Council meeting minutes. Councilmember Gant seconded the motion. Voting was recorded as follows:

FOR

Councilmember Gant
Councilmember Nutter

ABSTAINED

Councilmember Colville
Councilmember Reilly
Councilmember Stasinis

Councilmember Williams

December 20, 2013 Executive Session Meeting Minutes

Councilmember Nutter moved to approve the December 20, 2013 Executive Session Meeting minutes. Councilmember Gant seconded the motion. Voting was recorded as follows:

FOR
Councilmember Gant
Councilmember Nutter

ABSTAINED
Councilmember Colville
Councilmember Reilly
Councilmember Stasinis
Councilmember Williams

PRESENTATIONS:

BOARD ANNOUNCEMENT (VACANCY): (*Councilmember John F. Morrissey*)
Camden County Joint Development Authority Board (Added)

Mayor Morrissey announced a vacancy on the Camden County Joint Development Authority.

BOARD APPOINTMENT (VACANCY):

St. Marys Airport Authority (Frank Drane)

Councilmember Stasinis made a motion to appoint Artie Jones, Jr. to the St. Marys Airport Authority. Councilmember Gant seconded the motion. Voting was unanimous in favor of the motion.

BOARD APPOINTMENTS (TERM EXPIRATIONS):

1. St. Marys Airport Authority (Howard H. Davis, III & Jay Stanford)
Councilmember Williams made a motion to nominate Howard H. Davis, III to the St. Marys Airport Authority. Councilmember Colville seconded the motion. Councilmember Reilly made a motion to nominate Jay Stanford to the St. Marys Airport Authority. Councilmember Stasinis seconded the motion. Councilmember Nutter made a motion to nominate Harry Greer to the St. Marys Airport Authority. The motion died for lack of second. Voting was unanimous to appoint Howard H. Davis, III and Jay Stanford.
2. Camden County Health Board (William Sloan)
Councilmember Nutter made a motion to appoint William Sloan to the Camden County Health Board. Councilmember Stasinis seconded the motion. Voting was unanimous in favor of the motion.
3. Historic Preservation Commission (Christopher D. Thurner & James Stacey)
Councilmember Nutter made a motion to appoint Christopher Thurner and James Stacey to the Historic Preservation Commission. Councilmember Colville seconded the motion. Voting was unanimous in favor of the motion.
4. Oak Grove Cemetery Authority (Caroline Frasca)
Councilmember Stasinis made a motion to appoint Caroline Frasca to the Oak Grove Cemetery Authority. Councilmember Williams seconded the motion. Voting was unanimous in favor of the motion.
5. Planning Commission (Arlene Norris & Larry Johnson)

Councilmember Nutter made a motion to appoint Arlene Norris and Larry Johnson to the Planning Commission. Councilmember Colville seconded the motion. Voting was unanimous in favor of the motion.

6. Tree Board (Jim Greer & Jerry Lockhart)

Councilmember Gant made a motion to appoint Jim Greer and Jerry Lockhart to the Tree Board. Councilmember Nutter seconded the motion. Voting was unanimous in favor of the motion.

7. Senior Advisory Committee (Barbara Lundin)

Councilmember Stasinis made a motion to appoint Barbara Lundin to the Senior Advisory Committee. Councilmember Reilly seconded the motion. Councilmember Williams made a motion to appoint Larry White to the Senior Advisory Committee. Councilmember Nutter seconded the motion. Voting was recorded as follows:

Barbara Lundin:

FOR

Councilmember Colville
Councilmember Gant
Councilmember Reilly
Councilmember Stasinis

OPPOSED

Councilmember Nutter
Councilmember Williams

Larry White:

FOR

Councilmember Nutter
Councilmember Williams

OPPOSED

Councilmember Colville
Councilmember Gant
Councilmember Reilly
Councilmember Stasinis

Barbara Lundin was appointed to the Senior Advisory Committee. Councilmember Gant stated that both candidates were well qualified.

8. Board of Ethics (Dick Russell, Doug Cooper, Verdell Griffin, Gull Weaver & Elaine Powierski)

Mayor Morrissey and Councilmembers Colville, Nutter, Reilly and Williams each appointed one person to the Board of Ethics.

APPOINTMENT

Dave Schmitz
Gull Weaver
Doug Cooper
Richard Russell
Elaine Powierski

CITY COUNCIL

Councilmember Nutter
Councilmember Reilly
Councilmember Colville
Councilmember Williams
Mayor Morrissey

SET CONSENT AGENDA (*):

Councilmember Colville made a motion to approve the consent agenda as New Business B, C, D, E, G and H. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

APPROVAL OF THE AGENDA:

Councilmember Nutter made a motion to approve the agenda as presented. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

GRANTING AUDIENCE TO THE PUBLIC:

Kay Westberry, 203 East Dillingham Street: Ms. Westberry gave a brief overview of Thomasville, Georgia and presented ideas regarding St. Marys administering their own utility services as additional revenue.

OLD BUSINESS:

A. ST. MARYS REDEVELOPMENT POWERS RESOLUTION: Steve Crowell, Jr.

Request approval of a resolution in support of a Bill to introduce legislation authorizing the City of St. Marys to exercise all Redevelopment Powers

Councilmember Gant made a motion to approve the St. Marys Redevelopment Powers Resolution. Councilmember Colville seconded the motion. Councilmember Nutter moved for discussion and stated the resolution will allow the City to move forward with a referendum. Councilmember Nutter stated for clarification that no projects are currently planned for Redevelopment Powers at this time. Mr. Nutter also noted that Redevelopment Powers will enhance marketing efforts in the City. Voting was unanimous in favor of the motion.

B. FLOOD ORDINANCE REVISION (CHAPTER 54): Roger Weaver

Request amendment to Chapter 54 Flood Ordinance to proceed in obtaining Community Rating System (CRS) that will assist citizens in lowering Flood Insurance Premiums from National Flood Insurance Program (NFIP)

Councilmember Colville commented that the wording in the ordinance is required by Federal Emergency Management Agency (FEMA) in order to participate and cannot be altered. Councilmember Nutter asked the Planning Director (Roger Weaver) when the Post Disaster Plan that is under review per correspondence to former Mayor William T. DeLoughy would be presented to City Council. The Planning Director stated that the comment references the City having input with Camden County Emergency Management Agency. Councilmember Nutter also requested interpretation of "substantial improvement" that is mention in the packet. Mr. Weaver responded with the definition of substantial improvement.

Councilmember Nutter made a motion to approve the Flood Ordinance Revision (Chapter 54) and to have the Planning Director provide monthly flood updates on the flood map process. Councilmember Colville seconded the motion. Voting was unanimous in favor of the motion.

NEW BUSINESS:

A. JOINT DEVELOPMENT AUTHORITY (JDA) BOARD DISCUSSION-ST MARYS: City Council (Added)

Mayor Morrissey stated he tendered his resignation on the Joint Development Authority while he was a Councilmember. Mayor Morrissey commented that board applications should be submitted to the City Clerk's Office at City Hall.

B. SPECIAL USE PERMIT REQUEST (ROYALTY AUTO) (*): Roger Weaver

Jaime Cook (Royalty Auto) is requesting a Special Use permit to conduct an auto repair business within the C-2 Zone at 319 Charlie Smith, Sr. Hwy

Councilmember Colville made a motion to approve the Special Use Permit by Royalty Auto at 319 Charlie Smith, Senior Highway. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

C. GEORGIA MUNICIPAL ASSOCIATION (GMA) ETHICS RESOLUTION (*):

To re-adopt Georgia Municipal Association's City of Ethics principles in the form of a resolution for 2014

Councilmember Colville made a motion to approve the Georgia Municipal Association Ethics Resolution for 2014. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

D. JANUARY 20TH CITY COUNCIL MEETING (*):

To discuss whether to cancel or reschedule the meeting due to Martin Luther King, Jr. Day holiday

Councilmember Colville made a motion to cancel the January 20, 2014 City Council meeting due to holiday. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

E. SEWER DEPARTMENT VACANCIES (2) (*): *Bobby Marr*

Request permission to fill two vacant full time Sewer Department positions

Councilmember Colville made a motion to approve filling two vacant full-time Sewer Department positions. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

F. WATER AND SEWER CAPITAL RECOVERY FEE AMENDMENT: *Marsha Klecan*

Request permission to extend 50% discount on Water and Sewer Capital Recovery Fees

Councilmember Stasinis made a motion to approve extending the 50% discount on Water and Sewer Capital Recovery Fees for one year. Councilmember Reilly seconded the motion. Councilmember Nutter moved for discussion and requested a phase in process over the year to return to full fees. Councilmember Gant requested information on if the fee reduction was helpful.

Marsha Klecan (Assistant Finance Director) commented that the 50% fee reduction allows St. Marys to be proportional to Kingsland's fees. Mrs. Klecan also stated that developers have indicated an increase in requests to build. Councilmember Nutter withdrew his question. Mayor Morrissey stated the fee reduction allows the City to be more competitive and marketable to developers. Voting was unanimous in favor of the motion.

G. RESOLUTION-GEORGIA FUND 1 (*): *Marsha Klecan*

Approval requested for resolution to add new Mayor to accounts

Councilmember Colville made a motion to approve the Georgia Fund 1 Resolution to add Mayor John F. Morrissey to City accounts. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

H. BUDGET ORDINANCE-HAZARDOUS MATERIAL (FIRE DEPARTMENT) (*): *Marsha Klecan*

To record funds received from hazardous material cleanup

Councilmember Colville made a motion to approve the Hazardous Material Budget Ordinance to record receipt of monetary funds received for the hazardous material cleanup from the St. Marys Fire Department. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:

A. FINANCE DIRECTOR'S REPORT: *Marsha Klecan*

The Assistant Finance Director presented the 5-month financial report on revenues and expenditures for the General, Tourism, SPLOST, Water & Sewer, Solid Waste, and Aquatic Center Funds for FY 2014. A copy of the report is attached as part of the official minutes. Mrs. Klecan announced that the Finance Department will receive the Distinguished Budget Award for FY 2014 Budget.

B. CITY CALENDAR: *City Clerk*

The City Clerk announced the upcoming events, activities and meetings up to February 3, 2014.

REPORT OF MAYOR:

Mayor Morrissey thanked everyone for their patience.

GRANTING AUDIENCE TO THE PUBLIC:

Alex Kearns, 902 Ann Street: Ms. Kearns thanked Kay Westberry for presenting other revenue ideas, commented on single-stream recycling, and thanked the Planning Director for his assistance with Sea Grant.

Jim Goodman, 309 Borrell Boulevard: Mr. Goodman mentioned illegal dumping taking place on Meeting Street.

Tom Canning, 410 Point Peter: Mr. Canning requesting an update on SPLOST funds regarding allocated spending and receipt of funds. The City Manager gave a brief update on SPLOST.

MAYOR AND COUNCIL COMMENTS:

Councilmember Gant commented on the Coalition for a Better Community meeting at First Presbyterian Church on Friday, January 10, 2014. Elaine Powierski commented on the guest speaker and invited all to attend. Councilmember Gant mentioned the annual honoring elected official's event coordinated by the Camden Partnership at St. Marys Submarine Museum on Thursday, January 30, 2014. Councilmember Gant stated it is an opportunity for elected officials to speak with military officials. Councilmember Gant thanked Public Works Department for the excellent work at the new Welcome Center. Councilmember Colville commented on the Police Consolidation Study Committee (ICMA) meeting and mentioned the members. Councilmember Williams commented on the excellent work by Public Works as well.

CITY MANAGER'S COMMENTS:

The City Manager thanked Public Works and Angela Wigger (Tourism Director) for assisting and moving the project forward at the new Welcome Center. The City Manager gave a brief update on the Code Enforcement position.

EXECUTIVE SESSION:

There was no "Executive Session" at this time.

ADJOURNMENT:

Councilmember Nutter made a motion for adjournment. Councilmember Reilly seconded the motion. Mayor Morrissey declared the meeting adjourned at 7:10 p.m.

Respectfully submitted,

Deborah Walker-Reed, City Clerk

CITY OF ST. MARYS, GEORGIA
SPECIAL CALLED CITY COUNCIL MEETING
January 23, 2014
6:00 p.m.

MINUTES

The Mayor and City Council for the City of St. Marys, Georgia met for a Special Called City Council session on Thursday, January 23, 2014 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor John F. Morrissey
Councilmember Sam Colville
Councilmember Jim Gant
Councilmember Robert L. Nutter
Councilmember David Reilly
Councilmember Nancy Stasinis
Councilmember Linda P. Williams

CITY OFFICIALS PRESENT:

Jennifer Brown, Finance Director
Donna Folsom, Human Resources Director
Bobby Marr, Public Works Director
Robby Horton, Fire Chief
Roger Weaver, Planning Director
Shannon Brock, Lieutenant Police Department

CALL TO ORDER:

Mayor Morrissey called the Special Called City Council Meeting to order at 6:00 p.m. Councilmember Reilly gave the invocation. Mayor Morrissey led the audience in the pledge of allegiance. Council roll call indicated a quorum of Council members present for the meeting.

BUSINESS:

A. HUMAN RESOURCES TASKING FOR CITY MANAGER POSITION:

The Human Resources Director (Donna Folsom) gave an overview of the previous recruiting process for the City Manager position, proposed recruiting process, salary ranges for various cities and updated job description.

Councilmember Reilly made a motion to authorize the Human Resources Director to move forward with internal recruiting process utilized previously for the City Manager position. Councilmember Stasinis seconded the motion. Voting was unanimous in favor of the motion.

Councilmember Williams made a motion to authorize the Human Resources Director to advertise the City Manager salary range as \$86,231.00 - \$130,000 which would equal the salary range of Kingsland, Georgia. Councilmember Reilly seconded the motion. Councilmember Nutter moved for discussion and amended the motion to authorize the Human Resources Director to advertise the City Manager salary range as \$100,000 -

\$140,000. Councilmember Williams seconded the motion. Voting was unanimous in favor of the motion.

B. POLICE CONSOLIDATION STUDY (ICMA) COMMITTEE UPDATE:

Councilmember Sam Colville

Councilmember Colville gave an update on the Police Consolidation Study Committee meeting and recognized the members. Councilmember Colville referenced the proposed annual cost savings from ICMA listed in the report at \$800,000 if the City implemented full consolidation. Councilmember Colville noted the proposed savings would actually not save the City money. Councilmember Colville clarified the proposed savings as the difference between annual cost for the Camden County Sheriff's Office to add personnel to service St. Marys and the amount currently budgeted by the St. Marys Police Department.

Councilmember Colville noted the report does not consider various cost factors such as implementation and revenue loss to the City. Councilmember Colville also noted that St. Mary would lose control over style and level of police service. Councilmember Colville stated the committee's findings did not justify consolidation and the recommendation would be to not implement full consolidation. The committee commended the St. Marys Police Department and the Camden County Sheriff's Office. Councilmember Colville also noted that the St. Marys Police Department already has a working relationship work with the Camden County Sheriff's Office. The report is on file in the City Clerk's Office.

Councilmember Nutter made a motion to not implement consolidation of the St. Marys Police Department, direct Chief of Police (Timothy Hatch) to continue working with the Camden County Sheriff's Office and authorize the hiring of two police officers. Councilmember Nutter amended the motion to not implement consolidation of the St. Marys Police Department. Councilmember Williams seconded the motion. Voting was unanimous in favor of the motion.

Councilmember Nutter made a motion to authorize the Chief of Police (Timothy Hatch) to hire two police officers to fill vacancies. Lieutenant Brock stated the police department is currently understaffed by seven police officers. Mayor Morrissey stated that Chief Hatch can request additional officers at the February 3, 2014 City Council meeting. Councilmember Nutter withdrew his motion.

C. HOSPITAL AUTHORITY TASKING DISCUSSION:

Councilmember Stasinis gave a brief update on the Hospital Authority name revision process. Councilmember Stasinis commented that City Council tasked her, City Manager and City Attorney as City representatives. Councilmember Stasinis stated they were tasked to create documentation of legislature for revision of the name and broadening of the charter. Councilmember Stasinis noted the overall purpose was to resolve objections to the Hospital Authority funding of senior citizen programs in St. Marys. Councilmember Stasinis stated Representative Jason Spencer volunteered to assist in the effort and commented that he was drafting legislation that would encompass similar authorities throughout the state.

Councilmember Stasinis stated it appeared prudent for City Council to stay in a position to observe the progress of the document. Councilmember Stasinis commented on draft legislation that was sent to City representatives for review. Councilmember Stasinis stated that assumptions made regarding the City striving to control proceeds from the Hospital

Authority were untrue and that the goal for the City has not changed. Councilmember Stasinis commented that accusation were made without facts and the actions only served to create further public discontent and unjustified harm to the reputation of the City Council. Councilmember Stasinis stated that a meeting is scheduled for Wednesday, January 29, 2014 with the Hospital Authority.

D. BORRELL CREEK RESTAURANT DISCUSSION:

Mayor Morrissey commented that complaints were received by Council regarding noise concerns at Borrell Creek Restaurant. Mayor Morrissey stated that a written correction (paragraph) was submitted to City Council from Borrell Creek Restaurant but nothing formal was received. Mayor Morrissey commented that discussion on Borrell Creek Restaurant will be placed on the February 3, 2014 City Council meeting agenda. Councilmember Nutter stated he received complaints from residents noting several different days when the noise level was unacceptable. Councilmember Nutter stated that quality of life is very important in the City.

E. FY 2015 BUDGET WORK SESSION DATE REQUEST FOR COUNCIL FEEDBACK:

(Added)

City Council scheduled the FY 2015 Budget Work Session (Council Overview) on Monday, February 3, 2014 at 5:00 p.m.

GRANTING AUDIENCE TO THE PUBLIC:

Dave Schmitz, 112 New Hammock Circle: Mr. Schmitz thanked City Council for reviewing the Police Consolidation Study (ICMA) in a timely manner and rendering a decision.

ADJOURNMENT:

Councilmember Stasinis made a motion for adjournment. Councilmember Reilly seconded the motion. Mayor Morrissey declared the meeting adjourned at 7:17 p.m.

Respectfully submitted,

Deborah Walker-Reed, City Clerk

CITY COUNCIL MEETING

February 3, 2014

NEW BUSINESS: PRESENTATION OF A PLAQUE TO DOYLE STRICKLAND AND COASTAL CONSTRUCTION, INC.

PURPOSE: To present a plaque to Coastal Construction, Inc. (a St. Marys business) as represented by Owner Doyle Strickland (a St. Marys resident), for their careful, historically respectful, and exceptional work on the restoration of the exterior of Orange Hall.

RECOMMENDATION: Planning Staff and City Manager recommend approval.

HISTORY/ANALYSIS: After the final work was accomplished at Orange Hall, Mayor Morrissey, City Manager Crowell, and the Planning Staff determined that some form of recognition would be appropriate. Therefore a plaque has been prepared.

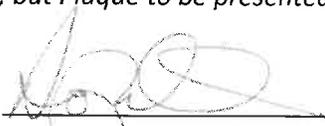
The Plaque base is a salvaged end of the new step treads at the front and rear of Orange Hall. The brown wood piece is an actual portion of a deteriorated piece of the building encased in acrylic. This piece was retained as evidence of the amount of damage present in some – but not all - parts of the building.

Briefly stated, the work that Coastal Construction, Inc. and their subcontractors accomplished is a fine example of cooperation and collaboration between the City, the Orange Hall Foundation, Coastal Construction, Inc., various state agencies, and our citizens.

Our Citizens will enjoy the outcome of this work for many years to come.

ATTACHMENTS: *None, but Plaque to be presented at the meeting.*

Department Director:



Roger A. Weaver, Planning & Building Director

City Manager:



Steven S. Crowell, Jr., City Manager

Library Board Announcement
(Vacancy)

Board Appointment

*Joint Development Authority
(Vacancy)*



CITY OF ST. MARYS
BOARD VOLUNTEER APPLICATION

Date: 1/9/14

Board interested in serving on: JDA

Name: JEFF BARKER

Address: 905 Riverview Place

City, State, and Zip: St. Marys, GA 31558

Contact Phone Numbers: (912) 674-9353

E-mail Address: jbarker12@gmail.com

Describe your current qualifications for the position including education, skills, abilities, and work experience:

(See Attached Resume)

Describe why you are interested in serving on this board?:

Concern for future economic growth of Camden County

Describe any prior or current business and/or personal relationships which might present a conflict of interest in potential representation of the City on this board:

None

Signature: Jeff Barker

* Please submit application to: City Clerk's Office, 418 Osborne Street, St. Marys, Georgia 31558

Jeffery B. Barker

905 Riverview Place St. Marys, Georgia 31558 912-674-9353 jbbarker12@gmail.com
January 1, 2014

Professional Summary

A results driven leader who has demonstrated sound technical, organizational, and administrative skills in both the management of people and projects. A track record of improving operating and financial performance and an ability to acquire and apply new skills and knowledge has been accompanied by rapid growth in responsibility.

Professional Experience

St. Marys United Methodist Church Foundation, Inc. Current **St. Marys, Georgia**

December 2000 to Present

President and CEO - Contracted by the St. Marys United Methodist Church Foundation to serve as President / CEO and provide advice and assistance in operating a \$40 million foundation. Responsibilities include staff management, director training, policy and procedure development / implementation, legal, accounting and investment advice and administration of a \$2 million annual grant making budget.

Durango-Georgia Paper Company 2000 **St. Marys, Georgia (Durango purchased Gilman in 1999)**

December 1999 to July 2000

Executive Vice President and General Manager – Reported to the President of Durango-Georgia Paper Company and responsible for all business aspects of an 1150 TPD Bleached Pulp and Paper Mill including wood procurement, manufacturing, sales and marketing, finance, administration and the operation of a short line railroad.

- ◆ Led transition from Gilman Paper Company to Durango-Georgia Paper Company following acquisition in December 1999.
- ◆ Implemented organizational restructuring

Gilman Paper Company 1979-1999 **St. Marys, Georgia**

- ◆ Senior V.P. / Manager of Pulp & Paper Operations, June 1998-December 1999
- ◆ Senior V.P. / Sales Manager Primary Products Division, August 1997 – June 1998
- ◆ V.P. / Manager Converted Products Division (Eastman, Ga.), August 1995 – August 1997
- ◆ Assistant V.P. / Assistant Manager of Pulp & Paper Operations, December 1989 – August 1995
- ◆ Assistant Paper Machine Supt. – No. 3 PM, September 1989 – December 1989
- ◆ Assistant Pulp Mill Supt. – Bleaching, May 1989 – September 1989
- ◆ Assistant Maintenance Supt. – Mechanical, May 1987 – May 1989
- ◆ Process Control Supt., April 1984 – July 1986
- ◆ Environmental Group Leader, August 1981 – April 1984
- ◆ Process Engineer, May 1979 – August 1981

Old Business

Police Consolidation Study (ICMA) Committee
Findings and Recommendations
January, 2014

The Police Consolidation Study (ICMA) Committee was established by the City Council to assess options and opportunities relating to a potential full or partial consolidation of the St. Marys Police Department (SMPD) with the Camden County Sheriff's Office (CCSO). Studies were conducted and recommendations developed by International City/County Management Association (ICMA).

The approach taken by the Committee was to focus primarily on Input (the amount of money used for the services), Output (the type and amount of services provided) and Efficiency (how effectively the costs and delivery of services bring about the desired results). In summary, how much money are you willing to use to render services, what type and level of service does that represent and how closely will the desired results be achieved.

Analysis of the report showed that the projected annual cost for the CCSO to add personnel in order to service St. Marys would be \$800,000 lower than the amount currently budgeted for the SMPD. This figure does not take into account implementation costs, loss of revenue to the City or the cost of the current CCSO personnel that would be used in support of St. Marys' services. The Committee concludes ICMA's projected savings are at best, illusory and, standing alone, do not provide a basis for recommending consolidation between the two organizations.

This projected savings also represents a significant change in the level and type of services that would be provided to the citizens of St. Marys. For example, this projected savings would primarily result from a proposed reduction in the number of police deputies on patrol during a shift from an average of 4 to 2 officers. This could result in decreased safety and security for the citizens.

The St. Marys' citizens are satisfied with the level and style of servicing they currently receive. It is the opinion of the Committee that this level of services cannot be maintained under the proposed consolidation approach and will lead to citizen dissatisfaction.

The ICMA report recognizes that one of the major disadvantages of a full consolidation of the SMPD with the CCSO would be complete loss of control by the City of St. Marys over the police services provided its' citizens. Economic development is a priority of the St. Marys' government and if successful will mean growth. Changes in the need for police services in the future will come with growth and the City of St. Marys needs to remain in a position where it has the flexibility to control and respond to change.

The evaluation of available information results in the conclusion by the Committee that a full consolidation of police services as described in the study has too many unanswered questions and is too risky for the city to consider at this time. Neither does the Committee recommend that any police services now provided by the SMPD be contracted out to be performed by other governmental agencies.

This does not mean that the Committee is against any potential areas for consolidation, merger or shared services now or in the future, it is just saying that this is not the right way to do it. The SMPD has worked with CCSO and other local entities in the past and is willing to continue to explore areas where efficiency and effectiveness can be enhanced through a cooperative effort.

Based on the evaluation of the St. Marys Police Department that was conducted, it does not appear it is essential to take immediate action at this time. In fact, the Committee commends both the SMPD and

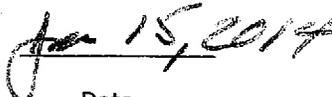
Police Consolidation Study (ICMA) Committee
Findings and Recommendations
January, 2014

the CCSO for the finding by the ICMA study that "they are (both) well managed and highly performing organizations... ." This independent analysis alone more than proves the value of the ICMA study.

The members of the committee concur with the findings and recommendations in this report and want to thank the St. Marys City Council for the opportunity to provide input prior to a decision being made.



Signature



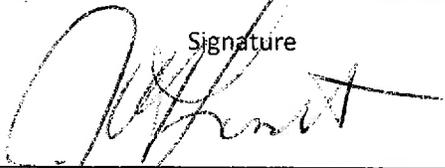
Date



Signature



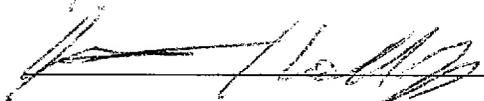
Date



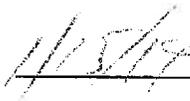
Signature



Date



Signature



Date

CITY COUNCIL MEETING
February 3, 2014

TITLE: GAINES DAVIS SEWER EASEMENTS

PURPOSE: To authorize the Public Works Department to make offers, up to the individual appraisal amounts, to affected property owners to obtain the necessary easements for the project.

RECOMMENDATION: Approval.

HISTORY/ANALYSIS: The City Council previously directed staff to pursue eminent domain proceedings in the acquisition of the necessary easements to construct water and sewer improvements in the Gaines Davis subdivision. The next step in providing sanitary sewer service to residents in the Gaines Davis Subdivision area is to obtain the easements necessary for the project. Surveys, legal descriptions, title searches and appraisals have been completed for each parcel. A summary sheet is attached indicating the parcel numbers, property owner, and appraisal amounts for the easements. The City Attorney has also prepared the necessary easement agreements.

Department

Director:



City

Manager:



**Gaines Davis / Spur 40 Annex Area Sewer Project
Easements**

Parcel Number	Property Description Easement Size (approximate)	Thomas & Hutton Drawing Number	Shupe Surveying Drawing Number	Legal Description File Name (Teepie Hill)	Appraisal Report	Appraisal Value
135C-006	Jower's Property 25' wide x 103' long	C7	Sheet 15 of 17	Easement 11	Parcel 1	\$1,014
135C-006A	Steve Connors 25' wide x 82' long	C7	Sheet 14 of 17	Easement 10	Parcel 2	\$1,014
135C-011C	Village Oaks MH Park 25' wide x 403' long	C7 & C8	Sheet 13 of 17	Easement 9	Parcel 3	\$7,043
135C-016	New Hope Baptist Church 30' wide x 150' long 30' wide x 245' long	C8	Sheet 9 of 17	Easement 8B	Parcel 4	\$8,270
135D-001	New Hope Baptist Church 25' wide x 176' long 25' wide x 100' long 50'x50' Lift Station Site 20' wide x 50' long	C8	Sheet 9 of 17 Sheet 10 of 17 Sheet 11 of 17	Easement 8A Pump Station Access 1	Parcel 5	\$7,160
135D-002A	New Hope Baptist Church 25' wide x 75' long 20' wide x 108' long	C8	Sheet 8 of 17 Sheet 12 of 17	Easement 7 Access 2	Parcel 6	\$2,776
135D-013	Harry W. & Melissa Rogers 12.5' wide x 185' long	C8 & C9	Sheet 6 of 17	Easement 5	Parcel 7	\$1,574
135D-011	Allen E. Rogers Jr. 12.5' wide x 185' long	C8 & C9	Sheet 7 of 17	Easement 6	Parcel 8	\$1,574
135D-015	Etta Mae Edwards 25' wide x 180' Revised 15' wide x 180'	C9	Sheet 4 of 17	Easement 3	Parcel 9	\$1,892
135D-016	Karen Sisco 10' wide x 180'	C9	Sheet 5 of 17	Easement 4	Parcel 10	\$1,261
135D-026	James & Connie Edwards 25' wide x 180' long	C9	Sheet 3 of 17	Easement 2	Parcel 11	\$2,801.00
135D-037C	Charles R. & Linda I. Davis 20' wide x 200' long	C15 & C16	Sheet 2 of 17	Easement 1	Parcel 12	\$3,903.00
135E-001D	M. L. & Mrs. Beck 20' wide x 200' long	C17	Sheet 16 of 17	Easement 12	Parcel 13	\$2,804
135E-001A	Patricia B. Ulmer Teeny Weeny Gro 20' wide x 15' long	C17	Sheet 17 of 17	Easement 13	Parcel 14	\$200.00

Total \$43,286.00

CITY COUNCIL MEETING

February 3, 2014

NEW BUSINESS: MARITIME HERITAGE ORDINANCE

PURPOSE: To approve the Maritime Heritage District Overlay Ordinance

RECOMMENDATION: Planning Staff and City Manager recommend approval.

HISTORY/ANALYSIS: City Council at their December 15, 2013 meeting adopted the Feasibility Report for the Maritime Heritage District (MHD) which included the parameters of the proposed Overlay District¹. The Ordinance as presented is consistent with the Feasibility Report. As the rationale behind this ordinance is discussed in detail in the Feasibility Report, I respectfully request that CC refer to this Report rather than re-present it again as part of this agenda summary.

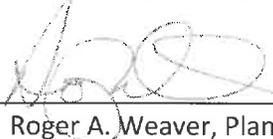
It is important to note, however, that the MHD is a major step forward in the vision of the City Council to encourage and stimulate future development of the waterfront consistent with our history and our prior Comprehensive Plans. It is a codification of our citizen's desire to maintain strong access to our waterfront and to our maritime heritage.

The Planning Commission has reviewed and approved the MHD concept. Staff at DNR has also provided comments. Numerous Public Work sessions for input by our citizens have been held. The report and ordinance incorporated the comments presented during these reviews and sessions.

Approval of the Maritime Heritage District Overlay Ordinance is recommended.

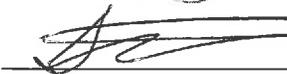
ATTACHMENTS: *Ordinance to form, map of overlay district.*

Department Director:



Roger A. Weaver, Planning & Building Director

City Manager:



Steven S. Crowell, Jr., City Manager

¹ An overlay district changes the base district in very specific ways as well as expanding features that the citizens and City Council desire in the Overlay district. The underlying districts are parts of the C-1 (Central Business District) and CP (Conservation-Preservation) Districts.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

ST. MARYS CITY COUNCIL
ST. MARYS, GEORGIA

At the regular meeting of the St. Marys City Council, held in the St. Marys City Hall, St. Marys, Georgia:

Present:

John F. Morrissey, Mayor
Robert L. Nutter, Councilman, Post 1
Nancy Stasinis, Councilwoman, Post 2
James Gant, Councilman, Post 3
David Riley, Councilman, Post 4
Sam L. Colville, Councilman, Post 5
Linda P. Williams, Councilwoman, Post 6

On motion of _____, which carried _____, the following Ordinance amendment was adopted:

AN AMENDMENT TO THE CODE OF ORDINANCES, CITY OF ST. MARYS, GEORGIA, Chapter 110 – ZONING to add a new overlay Zone as Section 110-78.

Be it, and it is, hereby ordained by the Mayor and Council of the City of St. Marys, this ___ day of _____, 2014 that the following Section 110-78 be added to the Zoning Ordinance of the Code of Ordinances, City of St. Marys, Georgia to read as follows:

Sec. 110-78 - MARITIME HERITAGE DISTRICT (MHD)

A. **General:** The St. Marys Waterfront, waterside and landside, is unique as it embodies the essence of St. Marys and is a major economic engine for the City. For the Waterfront Area to thrive, it needs flexibility to change, with a mixture of commercial, recreational, and educational facilities as well as accommodations to meet changing demands. At the same time, the Waterside Area is surrounded by a largely residential neighborhood and that the cars, buses and pedestrians it attracts can disrupt normal residential life for residents. To allow the Waterfront area to thrive as an important institution in the City and also to assure residents that its existence and future plans will enhance and not disrupt the surrounding residential neighborhood, the City has created a Maritime Heritage District (MHD) overlay.

B. **Statement of Purpose:** The MHD is intended to permit commercial, museum, tourism, historical, cultural and educational uses that preserve and enhance the City's historic character, both landside and waterside, while providing opportunities for exploring the maritime heritage of the City. This zone is intended to allow for the establishment, continuation and expansion of such uses and activities in ways that will maintain and enhance compatibility with surrounding neighborhoods and the Historic District.

C. **Limits of Maritime Heritage District (MHD):** The MHD shall include both landside and waterside areas as approved by the Commissioner of DNR as per OCGA 52-7-21.

1. Area of the landside portion of the MHD shall encompass the entire land on both sides of St. Marys Street and Stable Alley between Bartlett and Cole Street and on both sides of Osborne Street between St. Marys Street and the St. Marys Railroad crossing to the north. The MHD shall follow the limits of the C-1 zone as to the depth of the MHD. Any additions to this

1 MHD must comply with the criteria included herein, and any such change shall be made in
2 such a way as to not disrupt the surrounding residential neighborhood.

- 3 2. The Waterside portion of the MHD shall include all water and marsh area as delineated on
4 the Official Map of the City. This water area shall extend from the legal limits of the City, to
5 the center of the navigable channel of the St. Marys River, which is also the border of the
6 City and the State of Georgia, including all water and marsh, whether publically or privately
7 owned from the edge of the marsh as determined by the US National Wetlands Inventory
8 (DWI).

9
10 D. **Landside Portion of MHD:** A *Feasibility Report* dated 12-16-13 outlining the conceptual goals of
11 the MHD has been created that establishes the conceptual guideline of the MHD.
12

- 13 1. Applicant for any use in the MHD must submit to the Planning Commission a site plan for
14 approval, following the provisions contained in this Ordinance and/or the Zoning Ordinance
15 110. In the event of discrepancy between this Overlay Ordinance and any section of the
16 Zoning Ordinance 110, this overlay ordinance has priority.
- 17 2. Site Plan shall include information required in this section as well as the Zoning Ordinance
18 110. The Planning Commission may provide a variance to the required information if in the
19 best interests of the City and in accordance with the goals of the MHD. Factors to be
20 considered by the Planning Commission and City Council in approving any project within
21 the MHD including both landside and waterside. In the event of discrepancy between this
22 Overlay Ordinance and any section of the Zoning Ordinance 110, this overlay ordinance has
23 priority.
- 24 3. **General Requirements** for the Landside District of the MHD:
- 25 a. The proposed uses and layout that are in conformity with the goals of the City of St.
26 Marys Comprehensive Plan and the Zoning Ordinance 110.
- 27 b. Activities and facilities as permitted herein shall be located on both sides of St.
28 Marys Street and Stable Alley between Bartlett and Cole Street and on both sides of
29 Osborne Street between St. Marys Street and the St. Marys Railroad crossing to the
30 north. The depth of this overlay from these streets is the edge of the current C-1
31 zone.
- 32 c. Building and building elements, possessing historic significance, shall be preserved,
33 to the extent feasible. Modifications shall not compromise the historic aspect of the
34 building. Any proposed buildings or modifications to existing buildings shall be
35 harmoniously related to their surroundings, to the terrain, and to the use, scale and
36 architecture of existing buildings in the vicinity. The Design Guidelines as
37 approved by Council shall provide guidance for any new or renovated structures.
38 For structures within the limits of the HPC, any changes or revisions or new
39 structures shall be reviewed and approved by the HPC following their criteria and
40 procedures.
- 41 d. All activities within the MHD shall be designed such that harmony and
42 compatibility with surrounding residential neighborhoods and land uses, including
43 adequate buffers, protection of pedestrian safety, provision for adequate parking,
44 minimized impact of motor vehicles, and prevention of glare to adjacent properties
45 from lighting on-site. Commercial and tourist traffic shall be directed to major
46 arterials and away from residential streets.
- 47 e. That the use of the water and water related elements (buoys, docks, piers, etc.) are
48 in compliance with all state and federal rules, laws, and guidelines, including but
49 not limited to the US Coast Guard, DNR, US Environmental Protection
50 Administration (EPA), Federal Emergency Management Agency

(FEMA), Georgia Environmental Protection Division (EPD), Department of Defense (DOD), US Corp of Engineers (USCOE), the State of Florida, and City of St. Marys regulation.

- f. For the purposes of subdivision, the minimum lot size, and frontage bulk requirements of the underlying C-1 zoning district shall remain in effect.

4. **Specific Minimum Design Standards** for the Landside District. The following minimum design standards shall apply to the MHD. Except as noted, these standards are the C-1 standards listed in Ordinance 110.

- a. Area and Bulk Requirements. Existing structures located within the MHD are deemed to be conforming in terms of any existing encroachments on front, side and rear yard setbacks, maximum height and floor area ratio. Existing buildings may be enlarged, provided such expansion is consistent with the structure's exterior historic architecture and approved as part of the MHD and/or the HPC process.
- b. Minimum front yard: zero (0) feet where adjacent structures are at Zero (0) feet. For other parcels, front yard setback shall be a minimum of ten (10) feet.
- c. Minimum side yard: five (5) feet for maintenance of the structure(s) or access to exit doorways, or access to rear yard trash collection equipment.
- d. Minimum rear yard: ten (10) feet to provide for utility services, HVAC units, trash collection equipment, and other required building services in compliance with this Section and Ordinance 110.
- e. Maximum building height: 45 feet from the Base Flood Elevation to the top of the highest ridge.
- f. Maximum percentage floor area to site area at grade: 45%.
- g. Parking for Ground floor commercial shall be on street, with minimum two per apartment for each upper floor apartment on site.
- h. Delivery services shall be from the front (street) location.
- i. Trash collection equipment shall be located at the rear of the structure.

5. **Permitted LANDSIDE OVERLAY Uses:**

- a. All permitted uses in the C-1 Zone EXCEPT marine related facilities, which will be defined herein; and single family residences at grade (upper floor apartments are permitted).
- b. Boat Docks in compliance with DNR and COE regulations.
- c. Nautical training school – on land and on sea or on river.
- d. Commercial Aquariums.
- e. Museums with nautical themes.
- f. Shops with items for sale to residents and visitors alike that relate to the history of the City and maritime activities.
- g. Festivals of a maritime nature separate from existing festivals.
- h. Shops creating traditional or modern maritime articles on the premises and for sale, such as rope, knots, fishing gear, buoys, maps, etc.
- i. Shops catering to the boating public such as purser supplies, and general grocery items.
- j. Vendors for fresh seafood right off the ship.
- k. Restaurants with outdoor seating overlooking the marsh/water.
- l. Bait and Fishing Tackle sales and service shop.
- m. Fresh seafood processing and shipping.

- n. Parks and other recreational facilities – public and private.
- o. Convenience store for boating and general grocery supplies for boaters. No vehicle gas/diesel sales or vehicle service (boats or wheeled vehicles).
- p. Expanded restrooms to include pay showers, and pay laundry facilities.

6. **Uses NOT permitted in the Landside Overlay Zone:**

- a. Boat and Boat Trailer Storage and RV storage with any portion of lot frontage facing Osborne Street or St. Marys Street.
- b. Habitation in any RV vehicle for any period of time.
- c. Amplified sound of any type except as approved by the City via its event approval process.
- d. Disposal of fishing waste in any Private or Public trash container or dumpster without the permission of the owner.
- e. Animals not on a leash. Animal wastes.
- f. Single family residences at grade.

7. **Special Uses for the Overlay Zone** shall follow procedures as outlined in other sections of Ordinance 110

- a. Fenced ground level boat storage with a landscaped buffer between the fence and the property line. Boat storage ‘stacks’ limited to a maximum of two levels of boats, with roof and buffer.
- b. Horse drawn carriages for touring within the MHD-L district, which will include areas for overnight accommodation of horses, mules, and donkeys that pull the carriages.

8. **Landside Buffers:** Both Performance Buffers and Standard Buffers may be required.

- a. Performance Buffers: The Planning Commission will carefully analyze any buffers between the MHD and surrounding residential neighborhoods with particular regard to the objectives and requirements of this ordinance. The Commission may tailor buffers to include greater setbacks, landscaping, fences, walls, and berms, considering the relative heights of the uses on each side of the buffer. The Commission may allow for buffering to be located on adjacent property with consent of the affected property owner (landscaping, fence, or wall, etc.).
- b. Standard Buffers. Unless otherwise approved, buffers for non-residential uses within the MHD shall be established and maintained as per Zoning Ordinance 110.
- c. Buffers may only be varied from those established in the event such variance is compatible with the objectives of this ordinance and does not disrupt surrounding properties. Any variance shall follow the process outlined in Zoning Ordinance 110.

E. **Waterside Portion of MHD:**

- 1. **Waterside Plan:** Applicant for any use in the MHD must submit a plan to the Planning Commission for approval, following the provisions contained in these Regulations and/or the Zoning Ordinance 110. In the event of discrepancy between this Overlay Ordinance and any section of the Zoning Ordinance 110, this overlay ordinance has priority.
- 2. The use of the waterside of the MHD is strictly controlled by various agencies of the Local, State, and Federal Government and submission of any plan to the Planning Commission will

1 be required to first have the appropriate governmental agency approval attached to the
2 application.

- 3 3. For the purpose of this Article, this ordinance covers all docks, buoys, bulkheads, boat
4 ramps, marinas, marsh walks and any manmade fixed constructs from the jurisdictional
5 marsh line as determined in the field by DNR staff within one year of the date of
6 determination, and extending through the water to the City limits. For the purpose of this
7 ordinance, these constructs shall be referred to by the term 'fixed constructs'.
- 8 4. The area of the waterside portion of the MHD is as defined above, and shall include all
9 public and private property within the City Limits of the City of St. Marys.
- 10 5. For the purpose of this Article, this ordinance covers all ships, boats, trawlers, dinghies,
11 barges, and any manmade floating construct that floats on, is anchored through, or floats
12 below, the water of the St. Marys River and its numerous tributaries, named or unnamed. For
13 the purpose of this ordinance, these constructs shall be referred to by the term 'floating
14 constructs'.
- 15 6. This ordinance has no jurisdiction over the waters of the St. Marys River that are outside of
16 the City limits or State line EXCEPT for the two present and two future floating buoys which
17 are owned by the City and permitted through the Florida DEP. As owner of the buoys, the
18 City retains the right to enforce their use as a property owner, rather than a government
19 agency.
- 20 7. There are two major types of maritime constructs regulated by this ordinance: floating
21 constructs and fixed constructs.

22
23 (1) **Floating Constructs:** All floating constructs shall be regulated by the City of St.
24 Marys with staff as designated by the City Manager. Floating Constructs will either
25 be docked at a fixed or floating dock to the limits of the approved DNR permit for the
26 dock attached to; OR at anchor anywhere within the jurisdictional limits of the City of
27 St. Marys; OR attached to the City owned buoys located within, and permitted by,
28 the State of Florida.

- 29 (1) All existing or new constructs shall submit to the Planning Department of
30 the City of St. Marys the following data in order to use the waterside
31 portion of the MHD. This data will be placed on a form provided by the
32 City that will be used to issue a permit for use of the MHD.
- 33 a) Name of vessel.
 - 34 b) Length, beam, draft, and length and width of main deck, gross weight,
35 amount of force that the ship will draw at anchor, whether at a dock or
36 on the hook, and other data as appropriate.
 - 37 c) Home Port of Vessel
 - 38 d) Name of owner of record for vessel with current land address and cell
39 phone number.
 - 40 e) Radio call frequency and call name and number.
 - 41 f) Insurance certificate valid in the State of floating construct registration
42 OR the State of Georgia OR the State of Florida.
 - 43 g) Copy of current Coast Guard certificate as appropriate for the size of
44 ship. Valid registration of the floating construct from the home
45 state/country will also be required.
 - 46 h) Information as to most recent pump out of solid wastes, with a
47 notation as to capacity of the on-board holding tank. This data shall be
48 in the form of a pump out log showing where and when any wastes are
49 discharged, either at a legally approved pump out facility, or at sea in a
50 legal manner. This log shall be available to authorized City and State

1 personnel at all times upon request. All pump out facilities shall have
2 a locking Y valve and related certification that the floating construct
3 will not discharge and treated or untreated wastes within the boundary
4 of the MHD.

- 5 i) Information as to the water holding tank and need for City Water.
6 (2) Based on the Channel width, and the anticipated size of the vessels to be
7 encouraged to visit the City, it is expected that only 5 to 7 large floating
8 constructs will be able to be permitted on the hook and in the channel.
9

10 These large floating vessels are identified as any ship with two or more
11 masts of 64 feet in deck length from the bow to the stern with operable
12 sails and identified as barque, galley, barquentine, brig, topsail schooner,
13 fore and aft schooner, ketch, junk, frigate, as well as any ship that is square
14 rigged, or combination of both types rigging. If there is confusion or
15 doubt as to the type of rig that this ordinance covers, the City Manager or
16 his designated staff member shall have the authority to designate the type
17 of sailing rig.
18

19 Smaller floating constructs will be permitted with no minimum number as
20 long as sufficient distance is maintained between vessels to allow for the
21 changing of the tide.
22

23 All vessels desiring to anchor within the harbor shall respect the presence
24 of any buoy identifying the presence of a crab trap, and moor at least one-
25 hundred (100) feet from the visible surface location of the buoy.

- 26 (3) Each floating construct shall register with the City upon docking at a City
27 Owned or controlled dock or buoy or other docks. The City reserves the
28 right to assess a fee for docking privileges.
29 (4) The following floating constructs are exempt from this ordinance: The
30 ferries used to transmit tourists to Cumberland Island, any City authorized
31 water taxi service to/from Fernandina, any trawler owned by Lang's
32 (and/or their successors and assigns) or other Company owning a trawler
33 as approved by the City, any vessel owned and operated by the National
34 Park Service, any floating construct using the Wheeler Street or Meeting
35 Street boat ramps to enter and leave the landside area, and any floating
36 construct under contract with either Marinas (presently known as Lang's
37 (east and west), their successors and assigns) and the Gateway Docks.
38 (5) Registration of all floating constructs shall be available at the Office of the
39 Planning and Building Department (or other location as determined by the
40 City Council), located at 418 Osborne Street, St. Marys, GA 31558 from
41 8:00 AM to 5:00 PM Monday through Friday, not including approved
42 holidays. Ships that arrive after these hours shall immediately contact the
43 City the next day the offices are open.
44 (6) The City will assist and support a ship that meets the criteria of this
45 ordinance that desires to seek an extension from the Coastal Marshlands
46 Protection Act regarding live-aboard vessels. All documentation and
47 related data shall be by the applicant for the extension.
48 (7) All crabbing and fishing activities are regulated by various departments of
49 the State of Georgia. This ordinance shall not permit any infringement of
50 the permit rights of any crabber or fisherman.

1 (2) **Fixed Constructs:** Each existing fixed construct shall have a valid DNR water
2 bottom lease. Any future proposed fixed construct shall be in compliance with all
3 lease documents, permits and approvals from the local, State of Georgia, or Federal
4 Government.

- 5 (1) Existing fixed constructs currently in operation and/or permitted shall be
6 exempt from this ordinance.
7 (2) Each NEW and proposed fixed construct shall apply for and obtain a
8 building permit with the fee calculated as per the currently approved City
9 fee schedule. No City building permit will be issued without a valid and
10 approved DNR permit attached to the application. The resident shall be
11 solely responsible for obtaining any DNR and/or Corp of Engineers
12 permits for any dock or bulkhead fixed construct, including floating docks.
13 The City will provide any necessary plan approval for applicants use in
14 obtaining these DNR and USCOE permits.
15 (3) For the purpose of this ordinance, any floating dock attached to a fixed
16 dock shall be treated as a fixed construct.
17 (4) In the event of a natural disaster or emergency, the City reserves the right
18 to permit large vessels of any type to anchor in the MHD at no cost.
19 (5) All fees shall be waived for any officially sanctioned 'Tall Ship' festival
20 as approved by the City as an event.
21

22 8. Permitted Uses Waterside MHD

- 23 b. Fixed and Floating Constructs as defined herein.
24 c. Fishing/Crabbing from designated docks, piers, boats in harbor, and shoreline.
25 d. Diving activities with proper safety equipment.
26 e. Ships/boats safely moored in the harbor either on the buoys or on the hook.
27 f. Docking of dingys and john boats to designated locations on the Docks.
28 g. Sailing activities,
29 h. City sponsored and owned marina/docks/wharfs/buoys for use by docking agreement.
30 i. Mooring fields managed by the City and as permitted by the State of GA and the
31 State of FL.
32 j. Live-a-boards as permitted by the State of GA and 'tied' to an adjacent marina.
33 k. Mooring locations including buoys with permit sought and issued by DNR on a case
34 by case basis.
35 l. Crabbing activities by DNR permit in all water areas outside of the defined navigable
36 channel and in accordance with minimum separation distance of 100 feet from docks,
37 anchored boats, and the navigable channel.
38 m. City owned pump out facilities.
39

40 9. Uses NOT permitted in the Waterside Overlay Zone

- 41 a. The following uses within the CP zone of Ordinance 110 shall not be permitted
42 within the MHD overlay Zone. *(NOTE: the CP Zone is present in wetlands and*
43 *other marsh areas outside the limits of the overlay district, and these exceptions will*
44 *not apply to these portions of the CP Zone.)*
45
46 1. Farms for the growing of agricultural products, or timber including
47 dwelling unit for owner or operator of the farm on the parcel.
48 2. While wildlife refuges will be permitted, however, the zone will not
49 include dwelling units of caretakers.

3. Any use that is not related to the adjacent landside zoning of any parcel.
(Note: The zones that about the MHD-W overlay are R-1, R-2, R-3, C-1, C-2. There are no I-G, I-A, or I-L zones adjacent to the MHD-W overlay.)
4. Anchoring for any reason within the defined ship channel.
5. Dumping of trash, human wastes, fish wastes and other debris.
6. Abandoning of any boat/ship/barge in the Waterside Zoning Overlay Zone.

10. **No Wake Zone:** All areas of the waterside overlay zone shall be designated as a NO WAKE ZONE for the safety of all boaters in the area.

11. **Enforcement:** The Waterside portion of the MHD ordinance shall be enforced by the Camden County Sheriff's Department or other agency having jurisdiction for any violation for floating constructs not attached to a fixed construct.

For enforcement of any violation of fixed constructs or for floating constructs connected to fixed constructs, the City of St. Marys shall have enforcement powers that coordinate and compliment any enforcement activities of other authorities having jurisdiction.

F. **INCENTIVES:** City Council shall reserve the right to offer any legally permitted economic and/or physical enhancements to promote or further the purposes of this ordinance. Enhancements shall be similar to, but not limited to:

G.

1. Tax credits for landscaping;
2. Tax credits for participating in the creation of a street scape along St. Marys Street.
3. Tax credits on local taxes in addition to those provided by the Military Zone and Enterprise Zone programs;
4. Adjustments to lot coverage requirements not to exceed 80% of buildable area;
5. Adjustments to building height not to exceed one additional story not to exceed ten feet;
6. Other potential enhancements as presented by the applicant and approved by City Council.

This Amendment shall become effective upon passage.

ST. MARYS CITY COUNCIL
ST. MARYS, GEORGIA

JOHN F. MORRISSEY, MAYOR

ATTEST:

DEBORAH WALKER-REED, CITY CLERK
CITY OF ST. MARYS, GEORGIA

TO FORM

CITY ATTORNEY

CITY COUNCIL MEETING

February 3, 2014

NEW BUSINESS: REVISIONS TO ORDINANCES FOR CODE COMPLIANCE OFFICER

PURPOSE: To add a definition to merge the definition of City Marshall and Code Enforcement Officer and replace this with "**Code Compliance Officer or designated staff member**".

RECOMMENDATION: Planning Staff and City Manager recommends approval of the revision.

HISTORY/ANALYSIS: City Council has authorized the retention of a new staff position to accomplish the Code Enforcement duties within the City. During the review of the requirements for the position, and in keeping with the Council's vision of working with our citizens in a positive and cooperative manner, it was determined that the title of "Code Compliance Officer" better meets this vision.

There are various locations in various ordinances that refer to "City Marshall", "Code Enforcement Officer" or both. This ordinance revision will clarify and where these two titles are used, it will mean "**Code Compliance Officer or designated staff**".

ATTACHMENTS: *Ordinance to form.*

Department Director: _____


Roger A. Weaver, Planning & Building Director

City Manager: _____


Steven S. Crowell, Jr., City Manager

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48

ST. MARYS CITY COUNCIL
ST. MARYS, GEORGIA

At the regular meeting of the St. Marys City Council, held in the St. Marys City Hall, St. Marys, Georgia:

Present:

- John F. Morrissey, Mayor
- Robert L. Nutter, Councilman, Post 1
- Nancy Stasinis, Councilwoman, Post 2
- Jim Gant, Councilman, Post 3
- Dave Riley, Councilman, Post 4
- Sam Colville, Councilman, Post 5
- Linda P. Williams, Councilwoman, Post 6

On motion of _____, which carried _____, the following Ordinance amendment was adopted:

AN AMENDMENT TO THE CODE OF ORDINANCES, CITY OF ST. MARYS, GEORGIA, Sec. 1-2. DEFINITIONS AND RULES OF CONSTRUCTION, to ADD A DEFINITION FOR CODE COMPLIANCE OFFICER.

Be it, and it is, hereby ordained by the Mayor and Council of the City of St. Marys, this ___ day of _____, 2014 that Sections Sec. 1-2, of the Code of Ordinances, City of St. Marys, Georgia is hereby amended as follows:

1. Sec. 1-2. – Definitions and rules of Construction

ADD the following definition:

Code Compliance Officer. Where the terms “City Marshall” or “Code Enforcement Officer” or any variation of these terms are present within all sections of these ordinances, these terms shall be replaced with the phrase “**Code Compliance Officer or designated staff**”.

This Amendment shall become effective upon passage.

ST. MARYS CITY COUNCIL
ST. MARYS, GEORGIA

John F. Morrissey, MAYOR

ATTEST: _____
DEBORAH WALKER-REED, CITY CLERK
CITY OF ST. MARYS, GEORGIA

TO FORM:

CITY ATTORNEY

New Business

CITY COUNCIL MEETING

February 3, 2014

TITLE: Reuse of the Weed Street Wastewater Treatment Plant property.

PURPOSE: To facilitate reuse of the Weed Street Wastewater Treatment Plant property.

RECOMMENDATION: I suggest that the City Council:

1. Direct staff to proceed with preparing a request for proposals for reuse of the Weed Street Wastewater Treatment Plant property. An initial list of suggested parameters for the request for proposal is attached. If Council has some additional parameters to add then we can discuss those items.
2. Authorize interim and temporary use of the Weed Street Wastewater Treatment Plant property for use for STEM (Science, Technology, Education and Mathematics) related education and research uses. Said uses could also include aspects related to encouragement of tourism in the city.
3. Provide direction on what structures to remove from the site. Staff's recommendation is to remediate/remove the treatment ponds; remove the cylindrical aeration structure; and remove equipment from the existing office/laboratory building. The laboratory/office building, observation stairs and platform, and the outbuilding/storage building would remain available for use on a temporary basis (the permanent use of which would be addressed when the final proposal is accepted by the City Council).

HISTORY: In September 1975 the city acquired approximately 1.40 acres of land in the amount of \$10,750 for use development of the Weed Street Wastewater Treatment. With the construction of the Point Peter Wastewater Treatment Plant, The City Council previously authorized the decommissioning of the Weed Street Wastewater Treatment Plant. The use of the Plant has been discontinued. The City Council previously indicated support for allowing use of the Weed Street Wastewater Treatment Plant facilities and property for tourism/research related uses. The city, through efforts of several citizens, has shown the property to various public and private entities who are interested in using some or all of the property. Staff is seeking Council's direction on how you would like to proceed with the

reuse of the Weed Street Wastewater Treatment Plant property; staff recommendation is noted above.

City Manager:  _____

ATTACHMENT

The request for proposal for reuse of the Weed Street Wastewater Treatment Plant shall include information regarding the following:

1. Name of the organization/entity requesting use of the facilities and property. Preference will be given to those organizations which develop partnerships with other organizations.
2. Proposed used of the property, to include: STEM (Science, Technology, Education and Mathematics) education research; emphasis on partnerships; minimizing impact to the neighborhood (i.e. traffic, noise, lights, etc.); and green initiatives.
3. Emphasis should be placed on activities which further the understanding of the marsh and maritime heritage of St. Marys.
4. Anticipated project timeframe; initiation and completion.
5. Acknowledge that there is no commitment of public sector (i.e. city) funding, although the city will help apply for grants as available.
6. The proposed project must allow for the potential for development of a dock/marsh walk on or adjacent to the property.
7. Proposing agency will be responsible for obtaining appropriate federal, state, etc. approvals for their activities.
8. Relevant experience of the proposing agency should be provided.
9. Summary of proposed financial investment.

CITY COUNCIL MEETING
February 3, 2014

TITLE: PART-TIME FLOATER POSITION TO FULL-TIME FLOATER POSITION

PURPOSE: To increase the hours of the part-time floater position to full-time for a period of 6 months.

RECOMMENDATION: Staff recommends approval.

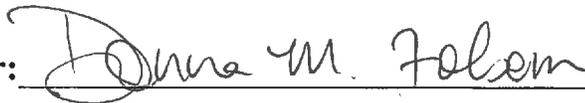
HISTORY/ANALYSIS: In 2012, a part-time Staff Assistant position (25 hours per week) was created to “float” between departments, providing administrative support where needed. This position primarily supports Human Resources, but also provides support to the City Manager’s office, Public Works, Planning, Municipal Court, or any other department when needed.

The workload in the Human Resources Department has become very heavy due to several large projects. Many of these projects require the Human Resources Director to be away from the office. There are times when no one is available in Human Resources to provide assistance to employees. The ongoing in-house recruitment for a City Manager will create an even heavier workload.

While the workload could justify a full-time staff assistant in Human Resources, a request is being made to increase the number of hours of the part-time floating Staff Assistant to full-time with benefits, for a period of 6 months. This will increase the number of hours this assistant spends on Human Resource related duties. This position would remain available to “float” to other departments, based on need and will also be the primary backup for lunch and other absences in the City Manager’s office.

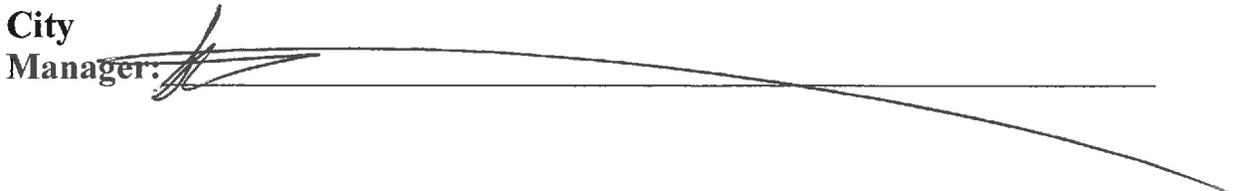
FISCAL IMPACT: The fiscal impact of increasing the hours to full time for this 6-month period would be an additional \$11,600. Funding could be covered by savings currently in the Economic Development budget, due to the vacancy of the Economic Development Director.

Department Director:



City

Manager:



CITY COUNCIL MEETING

DATE: February 3, 2014

TITLE: FEBRUARY 17, 2013 CITY COUNCIL MEETING

PURPOSE: To discuss whether to cancel or reschedule the meeting due to the President's Day holiday.

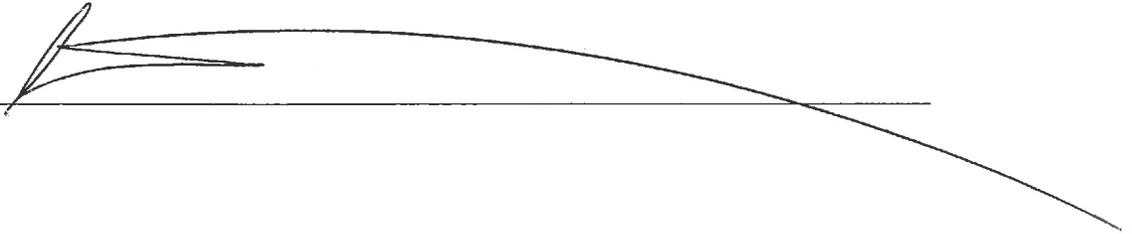
RECOMMENDATION: To either reschedule the meeting on Tuesday, February 18th or cancel the meeting.

HISTORY/ANALYSIS: Council consideration is needed to either cancel or reschedule the City Council meeting due to holiday, which might lead to a lack of quorum in attendance at the meeting.

**Department
Director:** _____



**City
Manager:** _____



CITY COUNCIL MEETING

February 3, 2014

TITLE: HOWARD GILMAN MEMORIAL PARK -REQUEST FOR ALCOHOL (WEDDING)

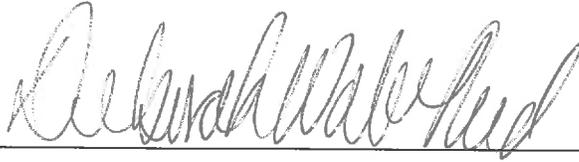
PURPOSE: Consideration of alcohol request for wedding reception being held at Howard Gilman Memorial Park on May 31, 2014.

RECOMMENDATION: Staff has no recommendation.

HISTORY/ANALYSIS: Jennifer Pledger reserved Howard Gilman Memorial Park for her daughter's reception. A cater will be utilized and Mrs. Pledger is requesting permission to serve alcohol to guest. Mrs. Pledger offered several measures to ensure only guests above 21 years of age will be served alcohol.

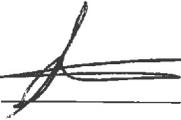
Department

Director: _____



City

Manager: _____



Deborah Walker-Reed

From: Pledger, Jennifer J
Sent: Wednesday, January 29, 2014 9:46 AM
To: Deborah Walker-Reed
Subject: May 31, 2014 Event

Members of the City Council,

I have requested rental of the Howard Gilman Waterfront Park for my daughter's wedding reception on May 31, 2014. I am also requesting approval for park closure for this event. We plan to have the reception catered and I would like to hire a bar tender. I expect that we will have around 80 people in attendance and that about 30 of them will want access to alcoholic beverages. In order to accommodate them we are willing to have the caterer check their IDs initially and then provide them with an arm band designed for this event. It will be a plastic band with the name and date of the event and will snap on and need to be cut off in order to prevent guests from sharing. We are also willing to take any further safety measures that the council deems necessary. We are requesting approval for both the park closure and the permission to serve alcohol. Thank you for your consideration in this matter.

Jennifer

CITY COUNCIL MEETING
February 3, 2014

TITLE: Amend the existing Agreement for Automatic Aid and Mutual Aid Response Areas

PURPOSE: To amend the existing Automatic Aid and Mutual Aid for seamless Fire protection throughout the Cities of St. Marys, Kingsland and Camden County.

RECOMMENDATION: It is the recommendation of the Fire Chief and City Manager to enter into this agreement.

HISTORY/ANALYSIS: It was the recommendation of the ICMA to the Fire Consolidation Sub Committee, regarding Functional Consolidation, to begin the process with amending Automatic Aid and Mutual Aid agreements between St. Marys, Kingsland, and Camden County. This will allow the Fire Chiefs the ability to create a response protocol that has no boundaries and will allow for the closest Fire Station to respond to calls within a designated area. The Fire Chiefs are already working on the protocols and the training plans to support the operation.

Pros:

This will allow the closest Fire Station to respond and Fire Apparatus will not pass other Fire Stations to go on a call. It will allow us to provide additional manpower as well as maintain coverage if there is a fire. This will also aid in our ISO rating in the area of distribution and personnel.

Cons:

We will have County apparatus responding to City properties for call (trash fires, vehicle fires, medical calls) without having City oversight. Likewise there will be City apparatus responding to County properties with no County oversight.

We expect that the call volume for the areas to be pretty much the same, in both directions.

This agreement has been approved by both Camden County and the City of Kingsland.

Mr. Moore, City Attorney, has reviewed and approved the document.

Department

Director: _____

City

Manager: _____

Existing Agreement St. Marys/Kingsland

AGREEMENT FOR MUTUAL AND AUTOMATIC AID

THIS AGREEMENT, made and entered into this 20th day of June, 2011, by and between the City of St. Marys, Georgia, a municipal corporation, and the City of Kingsland, Georgia, a municipal corporation ("parties").

WITNESSETH:

Parties hereto agree as follows:

1. Recitals

This agreement is made and entered into with the respect to the following facts:

- (a) That the parties are political subdivisions of Camden County, State of Georgia and are contiguous; and
- (b) That each party maintains and staffs a Fire Rescue Department ("Department") for the purpose of fire suppression, rescue, and protection; and
- (c) It is to the mutual advantage and benefit of both parties hereto that they render supplemental fire suppression, rescue, and protection to each other in the event of a local emergency, and to take part in joint training exercises; and
- (d) It is the desire of the parties hereto to enter into this agreement for Mutual and Automatic Aid on the terms and conditions hereafter contained.

2. Mutual Aid

Mutual Aid is aid rendered outside the herein described area of automatic response but within the jurisdiction of a party. A Department will respond to an area of Mutual Aid ONLY when the request comes from one of the following:

- (a) The Chief or director of the requesting Department or their designated authority; or
- (b) 911 Dispatch Center; or
- (c) The parties or their designated authority.

3. Automatic Aid

Automatic Aid is a plan developed between two or more fire departments for immediate joint response on first alarms. In the event of any fire, rescue, or any other emergency in the herein described area of automatic response, a Department shall, upon dispatch by the 911 Center, furnish such fire suppression, prevention, protection, rescue, and First Responders as may be reasonably required to cope with such emergency, subject to the limitations hereafter set forth in this agreement.

The Incident Command System shall be utilized for each emergency situation. One individual, from the jurisdiction receiving assistance, will be responsible for designating the Incident Commander.

4. Release of Claims

Neither party, not its employees or representatives, shall be liable to the other party or to any other person or entity for failure to respond or any delay in responding for the purposed of extinguishing or controlling any fire or other immediate response

emergency. This immunity is not exclusive of other similar immunities granted by statute or common law.

The parties hereto waive all claims against each other party for compensation for any loss, damage, injury, or death occurring in consequence of the performance of this agreement.

All services performed under this agreement shall be rendered without reimbursement of either party.

5. Termination

Either party to this agreement may terminate the agreement by giving not less than ninety (90) days written notice.

6. Administration

The senior officer of the Department requesting aid shall assume full charge of the operations. However, under procedures agreed to by the technical heads of the Departments involved, a senior officer of the Department furnishing the aid may assume responsibility for the coordination of the overall operation.

7. Application

This agreement shall constitute the entire agreement between the parties and shall be the sole instrument for the provision of the emergency service between the parties.

8. Area of Automatic Response

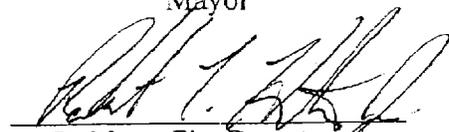
The automatic aid area shall be that area located in the overlap area, created by the two and a half road way miles, for residential property, and five road way miles, for commercial property, from the City of Kingsland's Station 4, located on Gross Road, and the City of St. Marys Station 9 response area. (See exhibit A.)

9. Training

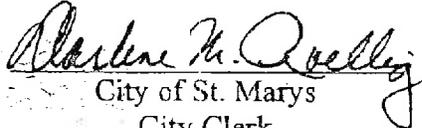
Training shall be conducted twice a year, through the cooperation of each party, and it shall involve scenarios that may be encountered by the parties in the automatic aid areas. One scenario will be conducted at night and one during the daylight hours. Training will also include instruction for the response of Volunteers from the different jurisdictions. Classroom training shall be held once a year to review Incident Command and Accountability Systems for the jurisdictions entering this agreement.

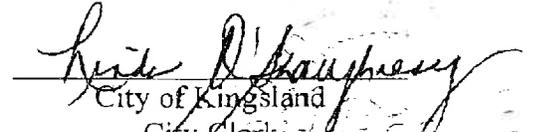

City of St. Marys
Mayor


City of Kingsland
Mayor


St. Marys Fire Department
Fire Chief


Kingsland Fire Rescue
Fire Chief


City of St. Marys
City Clerk


City of Kingsland
City Clerk

Existing Agreement St. Marys/Camden

AGREEMENT FOR MUTUAL AID AND PRIMARY RESPONSE AREAS

THIS AGREEMENT, made and entered into this 1st day of August, 2011, by and between the City of St. Marys, Georgia, and Camden County, Georgia.

WITNESSETH:

Parties hereto agree as follows:

1. Recitals

This agreement is made and entered into with the respect to the following facts:

- (a) That the parties are political subdivisions of Camden County, State of Georgia and are contiguous; and
- (b) That each party maintains and staffs a Fire Rescue Department ("Department") for the purpose of fire suppression, rescue, and protection; and
- (c) It is to the mutual advantage and benefit of both parties hereto that they render supplemental fire suppression, rescue, and protection to each other in the event of a local emergency, and to take part in joint training exercises; and
- (d) It is the desire of the parties hereto to enter into this agreement for Mutual and Automatic Aid Responses, to designated areas, on the terms and conditions hereafter contained.

1. Response Area and Components

Primary Response areas are those areas which are pockets of unincorporated Camden County Properties that lie within five (5) roadway miles of a St. Marys Fire Station. The City of St. Marys will provide an Automatic-aid response for all of these properties. In the event of any fire, rescue, or any other emergency in the herein described area the St. Marys Fire Department shall, upon dispatch by the 911 Center, furnish such fire suppression, prevention, protection, rescue, and First Responders as may be reasonably required to cope with such emergency, subject to the limitations hereafter set forth in this agreement.

Non-Primary Response areas are those areas which lie outside of five (5) road miles of a St. Marys Fire Station. If additional assistance is needed then a mutual aid response will have to be requested.

The Incident Command System shall be utilized for each emergency situation. One individual, from the jurisdiction receiving assistance, will be responsible for designating the Incident Commander.

A Camden County Life Squad (Ambulance) will be permitted to be housed at St. Marys Fire Department Station 2 (Dandy Street) as its station; in lieu of a monetary cost Camden County agrees to respond with a Life Squad to all reported structure fires within the City limits of St. Marys as a first due apparatus. Said Life Squad will be dispatched as a part of the St. Marys Fire Department initial response protocol.

2. Types of Responses

- **Automatic-aid Responses**

Automatic-aid is first-due aid rendered inside the primary response area regardless of the jurisdiction of the property. Automatic-aid shall be built into the response protocols and all aid given or received shall be dispatched on the same radio channel to provide a seamless activation without delay.

- **Mutual Aid Responses**

Mutual Aid is aid rendered outside the herein described area of automatic response but within the jurisdiction of a party. A Department will respond to an area of Mutual Aid ONLY when the request comes from one of the following:

- (a) The Chief or director of the requesting Department or their designated authority; or
- (b) 911 Dispatch Center; or
- (c) The parties or their designated authority.

3. Release of Claims

Neither party, nor its employees or representatives, shall be liable to the other party for failure to respond, and/or any delay in response for the purpose of extinguishing or controlling any fire or other immediate response emergency. This immunity is not exclusive of other similar immunities granted by statute or common law.

The parties hereto waive all claims against each other party for compensation for any loss, damage, injury, or death occurring in consequence of the performance of this agreement.

All services performed under this agreement shall be rendered without reimbursement of either party.

4. Termination

Either party to this agreement may terminate the agreement by giving not less than ninety (90) days written notice. A copy of the termination must be sent to ISO.

5. Administration

The senior officer of the Department requesting aid shall assume full charge of the operations. However, under procedures agreed to by the technical heads of the Departments involved, a senior officer of the Department furnishing the aid may assume responsibility for the coordination of the overall operation.

6. Application

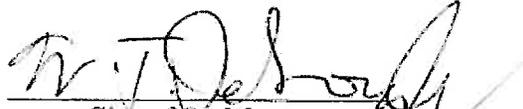
This agreement shall constitute the entire agreement between the parties and shall be the sole instrument for the provision of the emergency service between the parties.

7. Area of Primary Response

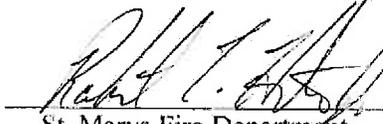
The Primary Response areas are those areas located within the five road way miles of St. Marys Fire Department Stations.

8. Training

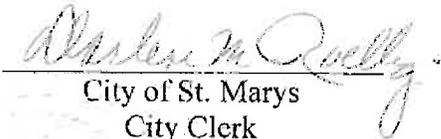
Training shall be conducted twice a year, through the cooperation of each party, and it shall involve scenarios that may be encountered by the parties in the automatic-aid areas. One scenario will be conducted at night and one during the daylight hours. Training will also include instruction for the response of Volunteers from the different jurisdictions. Classroom training shall be held once a year to review Incident Command and Accountability Systems for the jurisdictions entering this agreement.



City of St. Marys
Mayor



St. Marys Fire Department
Fire Chief



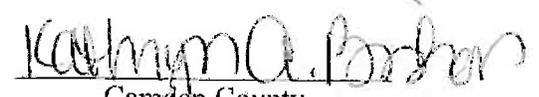
City of St. Marys
City Clerk



Camden County
Chairman



Camden County Fire
Rescue Fire Chief



Camden County
Clerk

NEW

AGREEMENT FOR AUTOMATIC AID AND MUTUAL AID RESPONSE AREAS

THIS AGREEMENT made and entered into this _____ day of _____ 2014, by and between the City of Kingsland, Georgia, the City of St. Marys, Georgia and Camden County Board of Commissioners, Georgia.

WITNESSETH:

Parties hereto agree as follows:

1. Recitals

This agreement is made and entered into with the respect to the following facts:

- A. That the parties are political subdivisions of Camden County, State of Georgia and are contiguous; and
- B. That the Cities and County governments are authorized by O.C.G.A. 36-34-2(5) to enter into governmental services agreements; and
- C. That each party maintains and staff's a Fire Rescue Department ("Department") for the purpose of fire suppression, rescue, and protection; and
- D. It is to the mutual advantage and benefit of all parties hereto that they render supplemental fire suppressions, rescue, and protection to each other in the event of a local emergency, and to take part in joint training exercise; and
- E. It is the desire of the parties hereto to enter into this agreement for Automatic Aid and Mutual Aid Responses, to designated area, on the terms and conditions hereafter contained.

2. Response Area and Components

Automatic Aid Response areas are those that lie within five (5) roadway miles of a Fire Station. Camden County and the City of Kingsland and the City of St. Marys will provide an Automatic-aid response for all properties within five (5) road miles of their respective fire stations. In the event of any fire, rescue, or any other emergency in the herein described area the closest fire department shall, upon dispatch by the 911 Center, furnish such fire suppression, prevention, protection, rescue, and First Responders as may be reasonably required to cope with such emergency, subject to the limitations hereafter set forth in this agreement.

Mutual Aid Response areas are those areas which lie outside of five (5) road miles of a fire station. If additional assistance is needed then a mutual aid response will have to be requested.

AGREEMENT FOR AUTOMATIC AID AND MUTUAL AID RESPONSE AREAS

The Incident Command System shall be utilized for each emergency situation. The most qualified individual will be responsible for designating the Incident Commander.

A Camden County Life Squad (Ambulance) will be permitted to be housed at the Cities Fire Department as its station; in lieu of a monetary cost Camden County agrees to respond with a Life Squad to all reported structure fires within the City Limits of Kingsland and the City Limits of St. Marys as a first due apparatus. Said Life Squad will be dispatched as a part of the Fire Departments initial response protocol.

3. Types of Responses

- **Automatic-aid Responses**

Automatic-aid is first-due aid rendered inside the primary response area regardless of the jurisdiction of the property. Automatic-aid shall be built into the response protocols and all aid given or received shall be dispatched on the same radio channel to provide a seamless activation without delay.

- **Mutual Aid Responses**

Mutual Aid is aid rendered outside the herein described area of automatic response but within the jurisdiction of a party. A Department will respond to an area of Mutual Aid ONLY when the request comes from one of the following:

- A. The Chief or director of the requesting Department or their designated authority; or
- B. 911 Dispatch Center; or
- C. The parties or their designated authority.

4. Release of Claims

Neither party, nor its employees or representatives, shall be liable to the other party for failure to respond, and/or any delay in response for the purpose of extinguishing or controlling any fire or other immediate response emergency. This immunity is not exclusive of other similar immunities granted by statute or common law.

The parties hereto waive all claims against each other party for compensation for any loss, damage, injury, or death occurring in consequence of the performance of this agreement.

AGREEMENT FOR AUTOMATIC AID AND MUTUAL AID RESPONSE AREAS

All services performed under this agreement shall be rendered without reimbursement of either party.

5. Termination

Either party to this agreement may terminate the agreement by giving not less than ninety (90) days written notice. A copy of the termination must be sent to ISO.

6. Administration

The senior officer of the Department requesting aid shall assume full charge of the operations. However, under procedures agreed to by the technical heads of the Departments involved, a senior officer of the Department furnishing the aid may assume responsibility for the coordination of the overall operation.

7. Application

This agreement shall constitute the entire agreement between the parties and shall be the sole instrument for the provision of the emergency service between the parties.

8. Area of Primary Response

The Primary Response area are those area located within the five (5) roadway miles of a Fire Department Stations.

9. Training

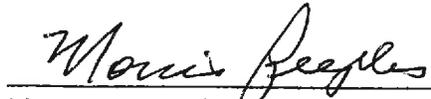
Training shall be conducted through the cooperation of each party, and it shall involve scenarios that may be encountered by the parties in the automatic-aid areas. Training will also include instruction for the response of Volunteers from the different jurisdictions. Classroom training shall be held once a year to review Incident Command and Accountability Systems for the jurisdictions entering this agreement.

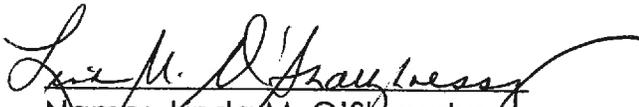
AGREEMENT FOR AUTOMATIC AID AND MUTUAL AID RESPONSE AREAS

The parties hereto have caused this Agreement to be executed by their respective representatives, thereunto duly authorized, as of the date and year first written above.

CITY OF KINGSLAND


Name: Kenneth E. Smith, Sr.
Title: Mayor


Name: Morris Peoples
Title: Fire Chief


Name: Linda M. O'Shaughnessy
Title: City Clerk

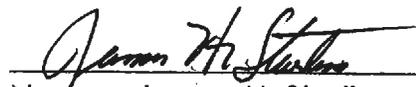
CITY OF ST. MARYS


Name: John Morrissey
Title: Mayor

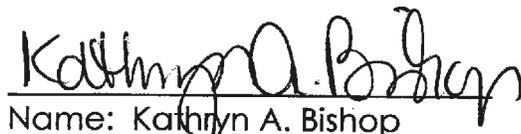

Name: Robert Horton
Title: Fire Chief


Name: Deborah Walker-Reed
Title: City Clerk

CAMDEN COUNTY BOARD OF COMMISSIONERS


Name: James H. Starline
Title: Chairman


Name: Mark Crews
Title: Fire Chief


Name: Kathryn A. Bishop
Title: County Clerk

CITY COUNCIL MEETING
February 3, 2014

TITLE: ST. MARYS ROAD GATEWAY ENHANCEMENT PROJECT

PURPOSE: To award a contract to Thomas and Hutton for the amount of \$15,010.

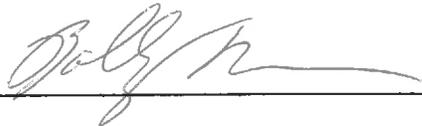
RECOMMENDATION: Approval.

HISTORY/ANALYSIS: City Council directed staff to develop and advertise a Request for Proposals (RFP) for conceptual designs on St. Marys Road near the intersections of Haddock Road and also at Highway 40. Proposals were received from five firms: Genesis Group, EMC Engineering Services, Lose and Associates, Valerie Hinesley, and Thomas and Hutton. A committee was established to review the proposals and score them independently. The committee consisted of three city staff (Bobby Marr, Chris Cox, and Amy Peeples) and two citizens (Cheri Richter and Tom Canning). The review committee met to discuss the proposals and decided to recommend that the project be awarded to Thomas and Hutton by the City Council. It should be noted that the proposal submitted by Thomas and Hutton was the only proposal that supplied all of the required components of the RFP. It should also be noted that this project is adjacent to the area around Exit 1 (off of I-95) that is also being investigated for improvements with the Georgia Department of Transportation. However, these projects should not interfere with each other, but instead could complement each other.

This project is not budgeted and therefore would require funds to be allocated from Fund Equity in the General Fund.

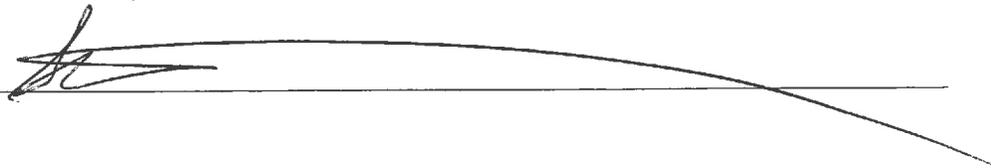
Department

Director: _____



City

Manager: _____



ST. MARYS ROAD GATEWAY ENHANCEMENT PROJECT - EVALUATION TEAM MEETING

	Bobby	Chris	Amy	Tom	Cheri	TOTALS
Genesis Group	1	2	4	5	1	13
EMC engineering Services, Inc.	4	4	3	4	3	18
Moore & Associates, Inc.	5	84	5	3	4	21
Valerie J. Hinesley, RLA	3	1	2	2	5	13
Thomas & Hutton	2	3	1	1	2	9

2 15,500
 3 20,000
 4 35,000
 2 6,000
 1 15,000

The evaluation recommends that the project be awarded to:

Thomas & Hutton

Initials of team members

<u>CC</u>	Chris Cox
<u>Amp</u>	Amy Peoples
<u>(cr)</u>	Cheri Richter
<u>T.C.</u>	Tom Canning
<u>(BM)</u>	Bobby mass

AN ORDINANCE TO AMEND THE FISCAL YEAR 2014
BUDGET ORDINANCE, CITY OF ST. MARYS, GEORGIA

BE IT AND IT IS HEREBY ORDAINED by the Mayor and Council of the City of St. Marys, Georgia in regular session lawfully assembled for City purposes:

That it is necessary to amend the FY14 Budget to provide funds for conceptual designs on St. Marys Road near the intersections of Haddock Road and also at Highway 40.

That the above transaction can be fulfilled by changing the following budget accounts in the General Fund:

<u>Budget Account</u>	<u>Adopted Budget</u>	<u>Net Change</u>	<u>Proposed</u>
100.38.0001 Fund Equity	\$ 381,733	+ \$ 15,010	\$ 396,743
100-54210-52.1310 Hwys & Streets-Engineers/Consultants	\$ 0	+ \$ 15,010	\$ 15,010

ADOPTED in legal assembly this _____ day of _____, 2014.

CITY OF ST. MARYS, GEORGIA

By: _____
John F. Morrissey, Its Mayor

Attest: _____
Deborah Walker-Reed, Its City Clerk



I. COVER LETTER AND COMPANY PROFILE

THOMAS & HUTTON

1503 NEWCASTLE STREET, SUITE A
BRUNSWICK, GA 31520 | 912.466.0536
WWW.THOMASANDHUTTON.COM

January 9, 2014

Ms. Amy Peeples
City of St. Marys
418 Osborne Street
St. Marys, Georgia 31558

Re: Request for Proposal for St. Marys Road
Gateway Enhancement Project
City of St. Marys, Georgia

Dear Ms. Peeples:

Thomas & Hutton is pleased to submit our proposal for St. Marys Road Gateway Enhancement Project for the City of St. Marys. We are familiar and knowledgeable about the scope and understanding of the proposed project and have visited the site to verify the design requirements. These improvements will be sure to enhance the quality of life for the residents and visitors of St. Marys. We are thankful for our past work with the City of St. Marys and believe Thomas & Hutton can offer the City the best combination of technical expertise, GDOT relationships, and local knowledge possible.

We have designed and engineered various types of road and streetscape projects throughout the southeast and have worked on many projects that had very similar elements and required very specific steps to ensure compliance with the funding source requirements. We have also worked on many GDOT projects that required following the GDOT Plan Development Process and are very skilled at applying our knowledge of the policies and procedures required by the local, state, and federal departments.

As you will see from our qualifications, Thomas & Hutton can provide the City with all the necessary services required to successfully complete this project. Thomas & Hutton offers several advantages to the City, including:

Extensive Experience in St. Marys - Thomas & Hutton has experience working within the City of St. Marys on both City projects and private development projects. As the design consultant for the City's Stormwater Master Plan and SR 40 Sanitary Sewer Project, Thomas & Hutton is very knowledgeable of the issues and challenges within the City. Our familiarity with the City personnel, Georgia Department of Transportation (GDOT) LMIG process, as well as our 68 years of coastal experience, will enable us to complete the projects in a manner that ensures long term functionality, while maintaining project budgets and schedule. We are currently working with the City and Mr. Roger Weaver on the St. Marys Multi-Use Transportation Pathway - Phase III at the ICW Gateway property.



Request for Proposal for St. Marys Road Gateway Enhancement Project
City of St. Marys, GA

Cost-Saving Measures – Having designed literally thousands of projects in the coastal region of Georgia, South Carolina, and North Carolina, our background in roadway and drainage design has led us to identify real, applicable cost-saving measures that will ensure the City of St. Marys saves money. Whether it is our continuous QA/QC processes throughout a project that ensures our clients avoid surprises down the line, or our independent constructability reviews that identify issues before the award of a construction contract, or our familiarity with and understanding of the current construction industry, or our commitment to understanding the City's vision for the project, Thomas & Hutton will work exhaustively for the City to develop the most effective and lowest cost solutions and meet GDOT expectations for State and federally funded projects.

Ability to Work with the Public and City Staff – We understand that every community is different and each has a different set of stakeholders, perceptions, and goals. Communication is the key to success and is part of our corporate culture. We are committed to communicating constantly and fully with appropriate City staff. Thomas & Hutton is well versed in presenting and explaining technically difficult issues to the public and typically results in increased consensus and public buy-in.

Local, Available and Diverse Staff – Thomas & Hutton has a branch office located in Brunswick and our staff can personally provide same-day response to any requests. Our office is located less than 50 minutes away from the City's offices. Our staff is focused on local projects and knowledgeable of local issues. With over 160 employees, staff with experience in varying disciplines can be brought in to provide technical expertise on every type issue that may be associated with this project.

The primary point-of-contact and Project Manager for this project is Charles Ezelle, PE. He strives to maintain clear lines of communication with clients, understanding expectations, deliverables, schedule and budget, as well as providing the highest quality engineering services and conceptual designs. Charles holds Thomas & Hutton's standard of client care very highly and strives for continual client satisfaction by providing sound project management and diverse technical expertise. He can be reached at **912-466-0536 Office/912-667-0850 Mobile or via email at ezelle.c@thomasandhutton.com**.

Thomas & Hutton is an experienced, highly qualified consultant for this project. We have the capacity to perform this work expeditiously to meet City schedules. Based on our current and projected workload, the project team can start immediately and will not be hindered in completing this project in a timely manner. We would welcome the opportunity to discuss this important project in detail at your invitation. Again, we thank you for your careful consideration of our proposal and qualifications.

Sincerely,

THOMAS & HUTTON

Charles Ezelle, PE, LEED AP BD+C
Principal-in-Charge/Project Manager



COMPANY PROFILE

THOMAS & HUTTON is a privately held corporation founded in 1946. We provide quality services and project support to our public and private clients. Technical competencies include civil, environmental, structural, and marine engineering; land surveying; land planning; landscape architecture; Geographic Information Systems; and construction administration. In continuous operation for the past 68 years, Thomas & Hutton has more than 160 employees in five offices along the southeastern coast of the United States. Headquartered in Savannah, GA, we have office locations in Brunswick, GA and Charleston, Columbia, and Myrtle Beach, SC. We provide local knowledge of the area, including the unique aspects of working with wetlands and various permitting and regulatory requirements unique to this region. We have strong relationships with local, state, and federal agencies that help expedite projects.

GOVERNMENT/MUNICIPALITY EXPERIENCE

Thomas & Hutton has 68 years of extensive experience working with State of Georgia Department of Transportation and local municipalities with planning and designing facility and infrastructure projects. Our ability to maintain long-term relationships with regulatory agencies provides us with a clear understanding of codes and regulations, allowing us to swiftly navigate and expedite the process and create successful projects. Typically, governments require a team of various companies to meet the specific project needs. We have in-house talent to guide you from project concept through construction commissioning.

LEVEL OF SERVICE

As experiences on past projects with Thomas & Hutton, the City of St. Marys will notice a difference in the level of service Thomas & Hutton provides to its clients versus other firms. Company principals are actively involved in all phases of the project and are available at any time. The technical staff is highly skilled and qualified to perform the engineering tasks necessary for the project. Communication is key to the successful completion of any project. We will hold meetings with the City at key points along the development of the project to ascertain feedback, to update schedules and budgets, and to apprise of any issues that may transpire through the project development process.

STREETSCAPE/PEDESTRIAN FACILITIES

Thomas & Hutton provides a variety of streetscape and pedestrian design services. The firm's work of city, county, state, and the federal government includes urban streetscapes, pedestrian and bicycle trail systems, schools, active public parks, environmental parks, nature preserve parks, military base-related design, and passive open space beautification design. Thomas & Hutton's goal is to create safe, usable facilities, whether it is for public or private clients, which give people a reason to want to live in that area due to the enhanced quality of life the facilities offer. We have specific expertise in pedestrian-oriented design and beautification, identifying potential countermeasures. Thomas & Hutton understands that a streetscape project involves the development of a conceptual streetscape plan that addresses street design, landscaping, pedestrian circulation, lighting, stormwater design, traffic flow, parking, intersection design, and sidewalk design. Specific attention is paid to the relationship between pedestrian and vehicular circulation and the potential conflicts that may occur.

SCOPE OF SERVICES

- Streetscape and Pedestrian Facilities Master Planning
- Civil and Traffic Engineering
- Construction Administration
- Feasibility Studies
- Historic Preservation
- Landscape Architecture
- Paving and Grading Design
- Permitting Assistance
- Public Workshop Facilitation
- Recreational Master Plans
- Site Assessment
- Site Design
- Stormwater Management



GRAPHIC DESIGN

Thomas & Hutton has been assisting our clients with graphic design services which promote growth and more clearly communicate the client's intended message. Our goal is to provide our clients with the best resources available by creating innovative designs to expand marketing influence.

SCOPE OF SERVICES

3D Renderings - Our 3D renderings allow someone to visualize how a future amenity or area of interest will be viewed after construction. Typical renderings include boulevard sections, lagoon views, golf course layouts, and amenity features.

Aerial Exhibits and Regional Maps - These exhibits and maps can emphasize a client's community and show distances or travel times to specific destinations. Aerial exhibits can be tailored to showcase neighborhood features and display surrounding developments. Our knowledge of the Southeast coastal region allows us to highlight demographics, shopping, dining, entertainment areas, schools, recreation facilities, airports, and other areas of interest on regional maps.

Collateral - Our graphic designers assist developers with the creation of marketing materials which promote their neighborhoods. By keeping this service in-house, we can reduce production costs and create high quality customized materials that enable clients to effectively reach target audiences. Changes to master plans or other design elements are implemented efficiently and accurately.

Master Plans - We have the ability to upgrade existing master plans with enhanced graphics using detailed imagery to capture the interest of potential buyers. We can highlight various product types, community amenities, and areas of future development to give prospective clients a clear understanding of the neighborhood and leave a lasting impression.

Sales Maps - We are equipped to mass produce sales maps specific to a client's site. These maps can highlight a product type or particular features for customers to easily view the community layout and select a lot that is right for them.

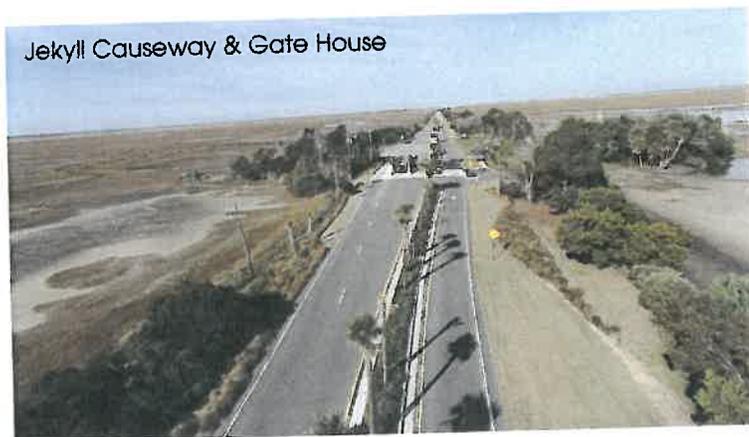
Web Graphics and Publications are great ways to expand marketing influence. We produce creative and realistic images, interactive PDFs, and motion graphics that can be incorporated into website designs or publications.

PHANTOM 2 VISION PHOTO DRONE

Thomas & Hutton has the Phantom 2 Vision Photo Drone, a camera-carrying drone that is an intelligent, remote-controlled air vehicle that can fly far out of direct line of sight of its operator, capturing great photo stills from a thousand feet in the air over whatever "target" imagined. The drone provides smooth, stabilized footage from the H3-2D gimbal, aerial cinematography and videography. Thomas & Hutton's aerial photography and video services offer a bird's eye view of your project. The Phantom 2 Vision drone is small enough to navigate through hard to reach areas and powerful enough to take photographs and video from 500 meters above your project.

Recent Thomas & Hutton projects photographed with the aerial drone.

Jekyll Island Aerial Drone Photos taken December, 2013:





Request for Proposal for St. Marys Road Gateway Enhancement Project
City of St. Marys, GA

II. OVERALL EXPERIENCE

Thomas & Hutton is qualified through GDOT to provide consulting services for all classes of work required to complete Transportation Enhancement (TE) funded projects. We are familiar with the GDOT Planned Development Process and requirements for projects that receive funding through federal sources.

Thomas & Hutton has worked on many projects throughout the southeast with similar design requirements that required specific steps to ensure compliance with the funding source requirements. We have worked on many GDOT projects that required following the GDOT Plan Development Process and are very skilled at applying our knowledge of the policies and procedures required by the local, state, and federal departments. Our team will work closely with the City and GDOT to manage the project from concept report to final acceptance. Thomas & Hutton has staff with extensive GDOT Transportation Enhancement experience. This allows Thomas & Hutton the expertise to administer or assist with oversight for the project letting, contract administration, project inspection, progress payments, materials testing, project documentation, final inspection, and acceptance by GDOT.

Thomas & Hutton's staff has extensive experience in preparing conceptual through final construction drawings for streetscape, traffic calming and other transportation projects including the City of Wadley, Georgia Downtown Streetscape Project (TE funded), Chatham County's Truman Trail (TE funded), SC Routes 46/170 Roundabout, Frederica-Demere Roundabout, and Boundary Street (Beaufort, SC).

Many of the streetscape and transportation projects designed by our team were for local governments or public/quasi-public entities with funding and project development requirements provided by a State Department of Transportation. These projects essentially involve two clients with distinct roles, but similar objectives. Our team is very comfortable operating under this arrangement. We are currently working for, or have recently completed, similar projects for the following communities:

- City of St. Marys, GA
- Glynn County, GA
- Liberty County, GA
- Chatham County, GA
- City of Wadley, GA
- City of Dublin, GA
- City of Savannah, GA
- City of Isle of Palms, SC
- Beaufort County, SC
- Jasper County, SC
- Town of Hilton Head Island, SC
- City of Chapin, SC
- Myrtle Beach Air Force Base, SC
- Charleston Naval Complex, SC
- Kiawah Island, SC
- Town of Mt. Pleasant, SC

We have provided conceptual designs for the following projects (partial list):

- Beaufort Street Streetscape Improvements, Chapin, SC
- Isle of Palms Front Beach Enhancement, Isle of Palms, SC
- Isle of Palms Front Beach Streetscape, Isle of Palms, SC
- Ben Sawyer Bike & Pedestrian Pathway, Charleston County, SC
- James Island County Park Trail Master Plan, Charleston County, SC
- Kiawah Parkway Bike Trail, Kiawah Island, SC
- Stubbs Park Master Planning, Dublin, GA
- Belford Boulevard Roundabout, Savannah, GA
- Beaufort Plaza Main Street, Beaufort, SC
- Bluffton Parkway/SC 170 Interchange, Beaufort County, SC
- Bluffton Parkway Pedestrian Signal, Bluffton, SC
- Bluffton Parkway, Phases II, III, and IV, Beaufort County, SC
- Bluffton Parkway Multi-Use Pathways, Phases II, III, and IV, Beaufort County, SC
- Bourne Avenue Relocation, Chatham County, GA
- Brosnan Forest Trail Master Plan, Dochester County, SC
- Buckwalter Parkway, Phases I & II, Beaufort County, SC

Emphasis on Projects in Coastal Georgia



Request for Proposal for St. Marys Road Gateway Enhancement Project City of St. Marys, GA

- Clements Ferry Road, Charleston, SC
- Coventry Boulevard Phases I & II, Horry County, SC
- Debbie Street/USE 80 Intersection Improvements, Chatham County, GA
- Diamond Causeway/State Park Road, Chatham County, GA
- Dublin Intersection Improvements, Dublin, GA
- Farm Lake Drive and Wheatfield Circle, Horry County, SC
- Frederica Lawrence Roundabout, St. Simons Island, GA
- Gregorie Ferry Connector Road, Mt. Pleasant, SC
- Hampton Lake Roundabout, Bluffton, SC
- HGTC – University Roundabout (SC 953) Roundabout, Conway, SC
- Highway 46 Improvements, Bluffton, SC
- Hillcrest Parkway Improvements, Dublin, GA
- Hilton Head Lakeside Boulevard, Hardeeville, SC
- Independence Settlement Roundabout, Hinesville, GA
- Jimmy DeLoach Parkway, Phases I & II, Chatham County, GA
- Pooler Parkway, Chatham County, GA
- Pooler Parkway/I-16 Interchange, Chatham County, GA
- Pooler Parkway/US 80 Interchange, Chatham County, GA
- SC Routes 46/170 Roundabout, Bluffton, SC
- SC 170 Widening, Beaufort County, SC
- SC 170/Neil/Salem Road, Beaufort, SC
- Skidaway Road Widening, Chatham County, GA
- SR 119 Widening from US 84 to SR 196, Liberty County, GA
- Whitefield Hawk Pedestrian Signal, Chatham County, GA
- Wilmington Island/Cromwell Road Left-Turn Lane, Chatham County, GA



Overall related experience includes:

CITY OF WADLEY DOWNTOWN STREETScape, WADLEY, GA

CLIENT
City of Wadley

SCOPE OF SERVICES

- Survey
- Assistance with Environmental Documentation
- Preliminary and Field Engineering
- Construction Observation
- Landscape Architecture
- Permitting following the GDOT PDP Process
- Assistance with Overhead Utility Coordination

THOMAS & HUTTON implemented Phase 1 of the City of Wadley’s Downtown Master Plan. The goal is to improve pedestrian connections between downtown, schools, parks, and surrounding neighborhoods; creation of City Gateways at key points of entry into Wadley; and generally improving the aesthetics of the downtown area. The City received a Transportation Enhancement (TE) grant from GDOT to construct Phase 1. The Main Street (US-1) streetscape improvements included the reconstruction of storefront sidewalks with brick banding, new curb and gutter, and landscaped “bulb-outs” from the intersection of Main Street and Railroad Avenue north along Main Street approximately 530 linear feet. These improvements also included the intersection of Main Street and Butts Street. The “bulb-outs” define 22 - 8 foot by 22 foot parallel on-street parking spaces, as well as increased pedestrian safety by reducing the distance for pedestrian crossing. The new sidewalks will include ADA accessible curb cut ramps and crosswalks at each intersection. Other improvements include pedestrian scaled street lighting, new pedestrian benches, and trash receptacles. Another component of Phase 1 was the creation of the Central Pedestrian Plaza, which will be created within a portion of an existing asphalt parking lot. During the design phase, add alternatives were developed with the City to ensure that during the bid process, the awarded TE funds would be utilized to their fullest extent. The add alternatives were developed with the City as items that would further enhance the project, but were not vital to the functionality of the design.





BEAUFORT STREET STREETScape IMPROVEMENTS, CHAPIN, SC

CLIENT

Town of Chapin

SCOPE OF SERVICES

- Concept Development
- Preliminary Plans
- Permitting Assistance
- Traffic Planning
- Final Construction Plans
- Streetscape Design

THOMAS & HUTTON provided concept development, preliminary plans, permitting assistance, traffic planning, final construction plans, and streetscape design. Beaufort Street is a downtown connector road and the goal was to create a landscaped pedestrian-oriented street as part of a redevelopment effort for the downtown area. The improvements included rehabilitation of the existing roadbed and a design of the vertical alignment for the street that included angled parking on both sides, stamped concrete sidewalks, drainage improvements, and a full landscaping plan. The landscape plan included various islands within the sidewalk for proposed tree locations, and ground cover plantings. Also included were locations along the sidewalk for street lighting, benches, and trashcans. Beaufort Street is approximately 500 linear feet.



HARDEN STREET REDEVELOPMENT, COLUMBIA, SC

CLIENT

City of Columbia

SCOPE OF SERVICES

- Construction Management

THOMAS & HUTTON'S John Garceau, RLA, ASLA, was the construction project manager for landscape and irrigation installations on the Harden Street Redevelopment project. John provided these services under prior association. During construction, John developed many on-site design solutions to rework the proposed landscape and hardscape design around existing utilities and other obstacles, while still maintaining the original design intent. The irrigation system is a new state-of-the art satellite system which will eventually control all of the irrigation for the City's green spaces and streetscapes from one central location. The total budget for landscape and irrigation was \$750,000.



ISLE OF PALMS FRONT BEACH STREETScape, ISLE OF PALMS, SC

CLIENT

City of Isle of Palms

SCOPE OF SERVICES

- Concept Development
- Traffic Calming
- Landscape Design
- Intersection Design
- Roadway Design
- Parking Design
- Pedestrian Facility Design
- Drainage Design
- Construction Administration

THOMAS & HUTTON provided engineering design services for the Isle of Palms Front Beach Streetscape. The Isle of Palms is an island community approximately 10 miles north of Charleston. The center of tourist activities on the island is along Ocean Blvd, commonly called "Front Beach." Ocean Blvd consisted of a 2-way street with angle parking on both sides of the road. Pavement width was approximately 65 to 70 feet; sidewalks were 3 to 5 feet wide. The City contracted with Thomas & Hutton Engineering Co. to provide concepts of how the roadway could be functionally and aesthetically improved. The total budget for landscape and irrigation was \$950,000.





ISLE OF PALMS FRONT BEACH ENHANCEMENT, ISLE OF PALMS, SC

CLIENT

City of Isle of Palms

SCOPE OF SERVICES

- Concept Development
- Construction Administration
- Pedestrian Facility Design
- Drainage Design
- Intersection Design
- Landscape Design
- Parking Design
- Roadway Design
- Traffic Calming

THOMAS & HUTTON provided engineering design services for the Isle of Palms Front Beach Enhancement by providing concepts of how Ocean Boulevard could functionally and aesthetically improve. Initial goals were to implement traffic calming measures and improve pedestrian access to the beach and surrounding stores without losing the on-street parking spaces. The project also included finding a lighting system that would provide adequate safety, but not impact turtle nesting. The final product consists of two drive isles separated by a promenade area, including flag poles, benches, and arbors. The design beautified the area with the addition of palm trees and decorative benches. Sidewalks were widened, allowing easy pedestrian access to the beach. The addition of the promenade also visually broke up the wide expanse of asphalt that was so unsightly.

MAIN STREET BEAUTIFICATION PHASE I, COLUMBIA, SC

CLIENT

City of Isle of Palms

SCOPE OF SERVICES

- Construction Management
- Landscape Design
- Irrigation Design

THOMAS & HUTTON'S John Garceau, RLA, ASLA, was the construction project manager for landscape and irrigation installation for the Main Street Beautification Phase I and Meridian Tower project. John provided these services under prior association. He developed many on-site design solutions to rework the proposed design around the existing utilities and other obstacles, while still maintaining the original design intent. The irrigation system is a new state-of-the-art satellite system, which will eventually control all of the irrigation for the City's green spaces and streetscapes from one central location. The total budget for landscape and irrigation was \$250,000. John was also the construction project manager for the hardscape, landscape, and irrigation work for the Meridian Tower Building. The City of Columbia required all contractors to match the workmanship to the Phase I of the Beautification Project. This project included raised brick planters, fountain, seatwall, extensive brick pavers, concrete sidewalks with decorative patterns, site furnishings, extensive urban planting around the building and the parking garage with an overall budget of \$650,000.



BEAUFORT PLAZA – MAIN STREET, BEAUFORT, SC

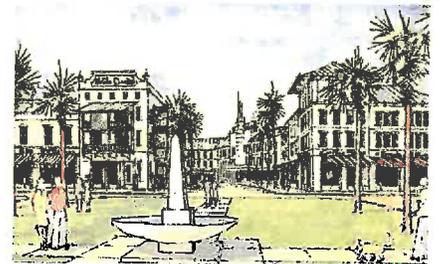
CLIENT

City of Beaufort

SCOPE OF SERVICES

- Concept Development
- Database Preparation
- Roadway Design
- Landscape Design
- Permitting Assistance
- Preliminary Plans
- Right-of-Way Plans
- Traffic Signal Design
- Final Plans

THOMAS & HUTTON was selected by the City to provide engineering services for Beaufort Plaza – Main Street. Beaufort Plaza is a typical strip commercial shopping center with large parking areas in front of retail buildings. The creation of a city street through the plaza is the first step in evolving from typical strip commercial use to a livable, memorable center as described in the city's master plan and Form-Based code. The main street will make use of approximately 1,500 feet of existing drive isles through the plaza. The project includes two travel lanes, parallel parking, drainage, tree wells, and sidewalks. Emphasis is placed on creating a space that pedestrians feel comfortable, while encouraging infill from development. Green spaces and landscaping are provided throughout the project. Water quality is an important feature in the redevelopment project that is adjacent to the environmentally sensitive area called the Marshes of Battery Creek.





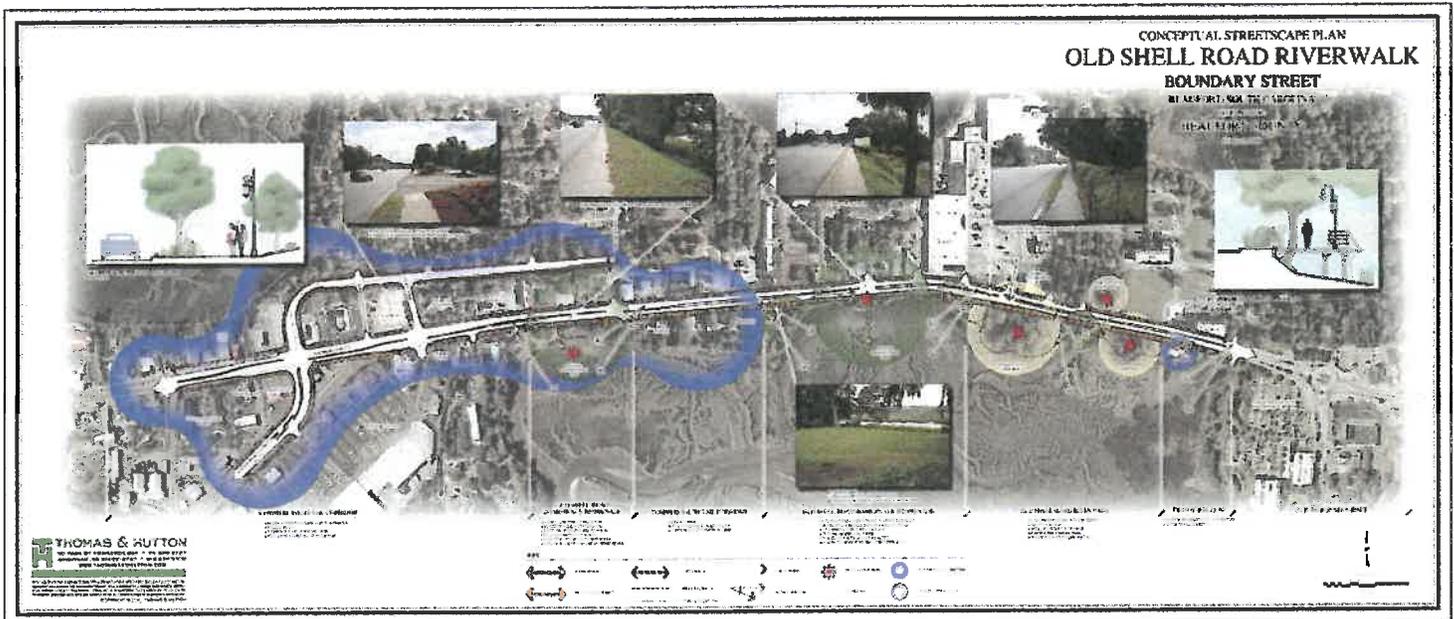
BOUNDARY STREET STREETScape AND REDEVELOPMENT, BEAUFORT, SC

CLIENT
City of Beaufort

SCOPE OF SERVICES

- Site Analysis
- Master Plan Evaluation
- Roadway Design
- Stormwater System Design
- Traffic Planning & Signalization
- Boardwalk Design
- Landscape Design
- NEPA Documentation
- Utility Coordination
- Permitting
- Stakeholder Coordination
- Public Meetings

THOMAS & HUTTON was retained by Beaufort County to work with the City and other stakeholders to improve the transportation facility for all users. The City has implemented form based code to assist in beginning with the redevelopment of the corridor. Objectives of the design include traffic calming with narrow travel lanes, a center landscape median with turn lanes, and pedestrian- friendly sidewalks, parks, and boardwalks. The plan developed by Thomas & Hutton was required because previous planning and design exercises did not meet City requirements and were not economically feasible. Thomas & Hutton is currently working with Beaufort County and the City of Beaufort to implement the improvements on a fast track schedule utilizing funds from a federal TIGER grant the city received in January 2012. This requires the work to follow Federal aid guidelines for preconstruction activities. The work is being coordinated through SCDOT. Boundary Street is the historic roadway to the City of Beaufort. Through the years, the streetscape has been degraded due to the development of strip shopping centers and drive-through establishments. In 2004, the City established a redevelopment plan and district for the area to be implemented as redevelopment occurred.





Request for Proposal for St. Marys Road Gateway Enhancement Project City of St. Marys, GA

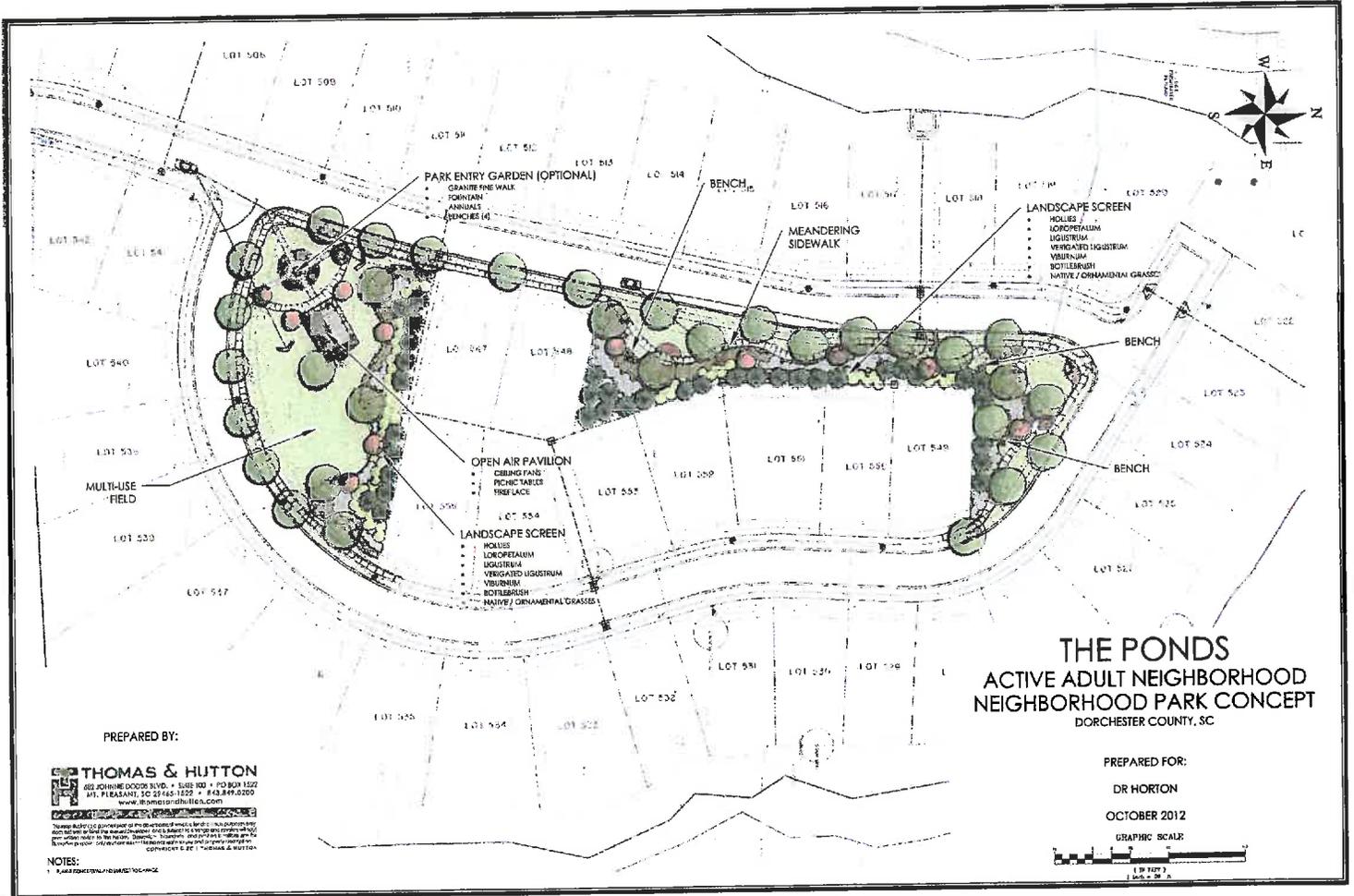
THE POND'S PLANTATION ENTRY STATEMENT AND OPEN SPACE DESIGN, DORCHESTER COUNTY, SC

CLIENT
D.R. Horton

SCOPE OF SERVICES

- Entry Design and Detailing

THOMAS & HUTTON was responsible for designing and detailing the entry statement for private gated community. The design of which included custom access control, preserved and proposed tree, shrub and groundcover plantings, as well as a pedestrian trail system. The entry statement hardscape details focused on the rural / farms stead theme that currently exist in rural Dorchester County. Services also included concept development and refine portrayed through hand drawn schematic sketches and elevations, cost estimating, full construction bid documents and construction observation.





Request for Proposal for St. Marys Road Gateway Enhancement Project City of St. Marys, GA

SHEM CREEK PARK EXPANSION, MOUNT PLEASANT, SC

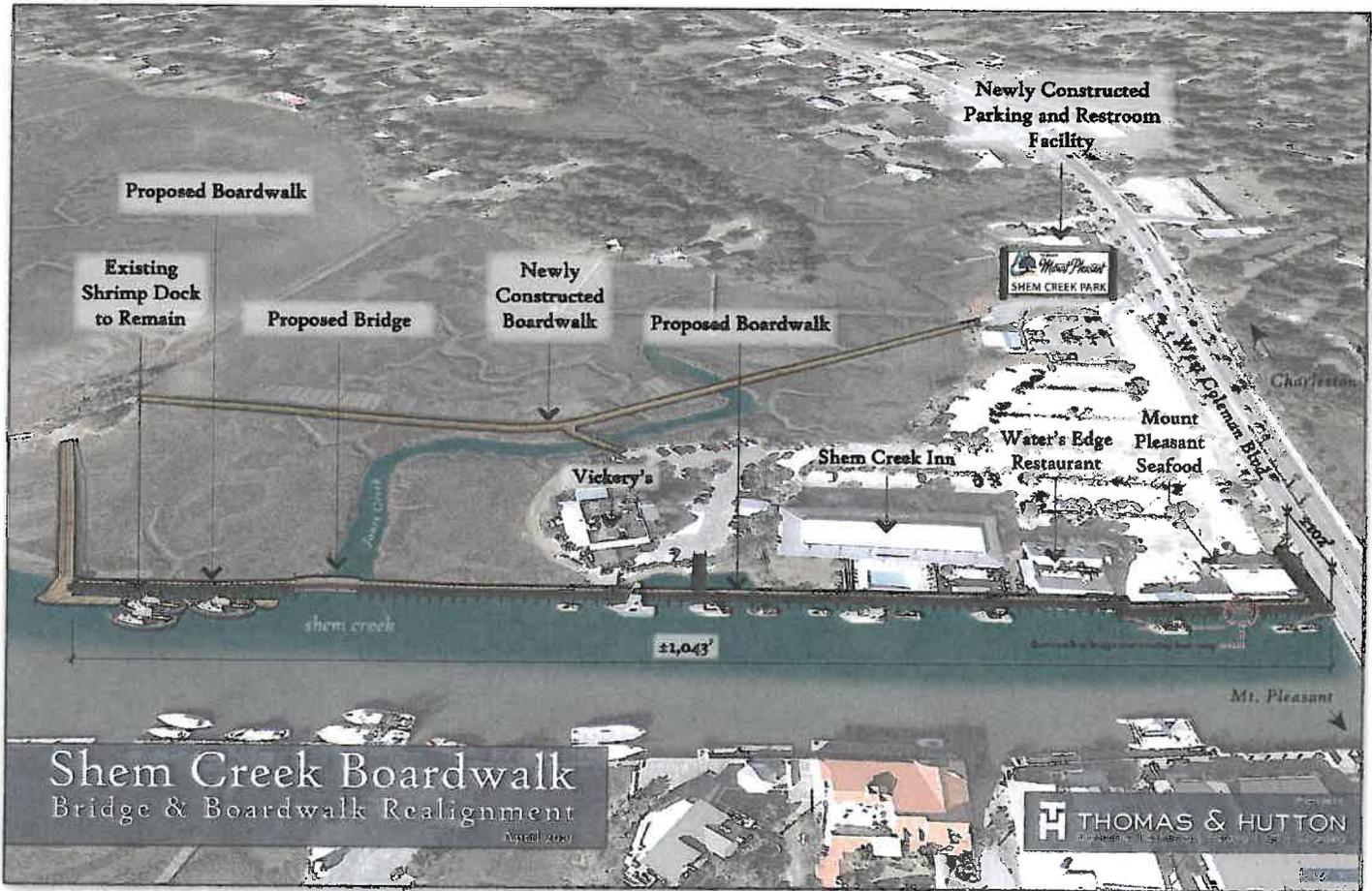
CLIENT

Town of Mt. Pleasant

SCOPE OF SERVICES

- Graphic Design/Renderings

THOMAS & HUTTON was responsible for for creating graphic images and cost estimating used by the Town of Mt. Pleasant in pursuit of funding, community support, and elected official approvals of new boardwalk, bridge, and waterfront pedestrian access route. Services provided included the creation of 3D Sketch Up models, photography editing, and graphic renderings - creating before and after photo exhibits using the 3D model.





III. RELATED EXPERIENCE IN COASTAL GEORGIA

Many of the streetscape, transportation, and recreation projects designed by our team were for local governments or public/quasi-public entities in Coastal Georgia. These projects include:

CITY OF ST. MARYS MULTI-USE TRAIL, PHASE III, ST. MARYS, GA

CLIENT

City of St. Marys

SCOPE OF SERVICES

- Survey
- Trail Design
- Permitting
- NEPA Documentation
- Bid Phase Services
- Construction Management and Observation

THOMAS & HUTTON provided surveying services coordination, trail design, permitting, NEPA documentation, bid phase services, and construction management and observation. The project is funded through a TE grant administered by GDOT. This project includes the concept report and environmental approval for the extension of the existing St. Marys Waterfront Park. The design of the project includes ornate entry ways, benches and decorative walls, all designed to be consistent with the previous phases of construction. Challenges will include maintaining consistent designs with previous phases, maintaining the historic significance of the area, and extensive NEPA documentation. Areas of expertise for the project include project management, pedestrian facility design and retrofitting of existing facilities.

CAMDEN COUNTY WAYFINDING AND SIGNAGE MASTER PLAN, CAMDEN COUNTY, GA

CLIENT

Camden County

SCOPE OF SERVICES

- QC/QA
- Sign Design
- Sign Placement Details
- GDOT Coordination & Permitting

THOMAS & HUTTON, as a sub-consultant to Brockington and Associates, reviewed the draft Camden County Wayfinding and Signage Master Plan for compliance with GDOT regulations and Manual on Uniform Traffic Control Devices (MUTCD) requirement for wayfinding signs, reporting on any areas of non-compliance. We created a detail to depict general signage size and placement specifications to be used in the master plan and coordinated with GDOT to gain acceptance of the recommendation found in the finalized Camden County Wayfinding and Signage Master Plan.



CHAPEL CROSSING ROAD IMPROVEMENTS, GLYNN COUNTY, GA

CLIENT

Glynn County

SCOPE OF SERVICES

- Concept Design
- Database Preparation
- Traffic Analysis
- Signal Warrant Analysis & Design
- Roadway Design
- Stormwater Design
- Signing & Marking Plans
- Signal Design
- Preliminary and Final Construction Plans
- Bidding Assistance

THOMAS & HUTTON provided conceptual design, database preparation, traffic analysis, signal warrant analysis, roadway design, drainage design, signing and marking plans, signal design, preliminary and final construction plans and bidding assistance for the 0.41 miles of overlay, restriping, new signage, minor shoulder widening, and the lengthening of a right turn lane along Chapel Crossing between Fairway Oaks Drive and US 17. The project also included the design and installation of a signal at the intersection of Chapel Crossing and FLET Avenue. During the design of the project, Thomas & Hutton coordinated with the Federal Law Enforcement Training Center, Glynn County, GDOT and various utility companies. We also provided the County with bidding assistance on this project for selection of the contractor.



Request for Proposal for St. Marys Road Gateway Enhancement Project
City of St. Marys, GA

TRUMAN TRAIL PHASE II, CHATHAM COUNTY, GA

CLIENT

Chatham County

SCOPE OF SERVICES

- Survey
- Trail Design
- Permitting
- NEPA Documentation
- Bid Phase Services
- Construction Management and Observation

THOMAS & HUTTON provided engineering design services for the Truman Trail - Phase II. The project will connect to the existing Phase I trail to form an off-road linkage of existing recreational facilities that are managed and owned by The City of Savannah and Chatham County. These two phases will link 827 acres of existing park land in Chatham County by connecting the 77-acre Daffin Park (owned by the City of Savannah) and Lake Mayer within the 750 acre Bacon Park tract. Thomas & Hutton's responsibilities included surveying services, trail design, permitting, NEPA documentation, bid phase services, and construction management and observation. The project is funded through combination of TE and HPP funds administered by GDOT. Thomas & Hutton is working with GDOT's review consultant for District 5 in programming and implementing the project.



GEORGIA SOUTHERN UNIVERSITY MULTI-USE TRAIL, STATESBORO, GA

CLIENT

Georgia Southern University

SCOPE OF SERVICES

- Site Analysis
- Trail Design
- ADA Compliance
- Pedestrian Plaza Design
- Permitting
- GDOT Submittal/Approvals
- Construction Documents

THOMAS & HUTTON was retained by the Board of Regents to work with GSU's Staff to design an extension of the University's trail system linking student residential communities to the campus core. The project is being funded in part as a Transportation Enhancement project (TEE-0008-00(076)). Challenges in the design include separation of pedestrian and bicycle traffic from maintenance vehicle traffic while providing a safe ADA compliant trail. Elements of the trail include pedestrian plazas, rest areas, lighting, landscape development and educational/environmental awareness signage and displays.

SAVANNAH-OGEECHEE CANAL CORRIDOR PHASES I & II, CHATHAM COUNTY, GA

CLIENT

Chatham County

SCOPE OF SERVICES

- Survey Coordination
- Trail Design
- Permitting
- NEPA Documentation
- Bid Phase Services
- Construction Management and Observation

THOMAS & HUTTON provided surveying services coordination, trail design, permitting, NEPA documentation, bid phase services, and construction management and observation. The project is funded through a TE grant administered by GDOT. This project includes the concept report and environmental approval for approximately 10 miles of the historic Savannah Ogeechee Canal Corridor to include a multi-use trail from downtown Savannah to the canal's intersection with I-95. Of the 10 miles included in concept and environmental approval, detail design will be completed for 3.2 miles. Challenges will include meeting ADA/FHA design guidelines, maintaining the historic significance of the trail, extensive NEPA documentation and coordination with railroads and multiple property interests. This project is ongoing.



Request for Proposal for St. Marys Road Gateway Enhancement Project
City of St. Marys, GA

HIGHLANDS SQUARE AT GODLEY PARK ENTRY STATEMENT CONCEPT DEVELOPMENT, SAVANNAH, GA

CLIENT
D.R. Horton

SCOPE OF SERVICES

- Concept Development
- 3D Model

THOMAS & HUTTON provided concept development for the entry statement, which included custom access control and proposed tree, shrub and groundcover plantings. The entry statement concept was developed using Google's Sketch-Up Pro to create a 3D model to depict what the proposed entrance would look like upon construction. Services included review of jurisdictional permitting requirements, concept development, 3D modeling and cost estimating.



REFERENCES

Please feel free to contact our references below:

Jo Claire Hickson
Coastal Georgia Greenway
3601 Abercorn Street
Savannah, GA 31405
912-236-2225
Project: Coastal Georgia Greenway Planning

Nathaniel Panther
Chatham County Department of Engineering
PO Box 8161
Savannah, GA 31412
912-652-7800
Project: Truman Trail Planning

Kevin Mitchell, PE
Town of Mount Pleasant
100 Ann Edwards Lane
Mount Pleasant, SC 29464
843-884-1229
Project: Shem Creek Park Expansion

George Roussell
City of Dublin
PO Box 690
Dublin, GA 31040
478-277-5002
Project: Stubbs Park Master Planning



Jo Claire Hickson,
Chair

3601 Abercorn Street
Savannah, Georgia 31405

(912) 236-2225

jhickson@comcast.net

www.coastalgeorgiagreenway.
org

**2011, Board of Directors
At-Large Members**

Jo Claire Hickson,
Beverly A. Carson, ESQ.
Russell Marane

Honorable Anne H. Orr,
Camden

Terry Landreth, Camden
Jim Jacobs, Glynn

C. Jones Hooks, Glynn

Eunice M. Moore, McIntosh

Jim Morrison, McIntosh

Representative Al Williams,
Liberty

Rachel Hatcher, LEED-AP
Liberty

David Aspinwall, Bryan

Gregory Carson, Bryan

Michael Toma, PhD, Chatham

Susan Jaycox, Chatham

**Supporting
Organizations**

East Coast Greenway
Alliance

MillionMile Greenway, Inc.

Communities of Coastal
Georgia Foundation

Thomas & Hutton
Engineering

December 20, 2011

To Whom It May Concern:

I am writing to recommend the civil engineering services of Thomas & Hutton in the area of preparing concept plans and cost estimates suitable for Georgia Department of Transportation (GDOT) Transportation Enhancement trail projects. In 2009, the firm donated engineering services valued at \$8,000 to the Coastal Georgia Greenway, Inc. for a 35-mile trail in McIntosh and Glynn counties, Georgia. In addition, they donated engineering services to develop a \$10 million budget for this trail, known as the Island Hopper Trail, part of the Coastal Georgia Greenway. They completed concept plans and their services allowed the project to be "shovel-ready" and our organization, along with the Coastal Regional Commission, submitted the project for a federal Transportation Improvements Generating Economic Recovery (TIGER) grant (unfortunately the grant was not awarded).

Thomas & Hutton provided the pro-bono services in a timely fashion to meet the grant deadline.

I am happy to recommend this firm to you.

Sincerely,

A handwritten signature in black ink that reads "Jo Claire Hickson". The signature is written in a cursive style.

Jo Claire Hickson



IV. RELATED EXPERIENCE IN WORKING WITH GDOT

Thomas & Hutton is qualified through GDOT to provide consulting services for all classes of work required to complete Transportation Enhancement projects. We are familiar with the GDOT Planned Development Process and requirements for projects that receive funding through federal sources.

Thomas & Hutton has worked on many projects throughout the southeast with similar design requirements that required specific steps to ensure compliance with the funding source requirements. We have worked on many GDOT projects that required following the GDOT Plan Development Process and are very skilled at applying our knowledge of the policies and procedures required by the local, state, and federal departments. Our team will work closely with the City and GDOT to manage the project from concept report to final acceptance. Thomas & Hutton has staff with extensive GDOT Transportation Enhancement experience. This allows Thomas & Hutton the expertise to administer or assist with oversight for the project letting, contract administration, project inspection, progress payments, materials testing, project documentation, final inspection, and acceptance by GDOT.

Similar GDOT projects include:

- City of Wadley Downtown Streetscape, Wadley, GA
- Truman Trail Phase II, Chatham County, GA
- Georgia Southern University Multi-Use Trail, Statesboro, GA
- Savannah-Ogeechee Canal Corridor Phases I and II, Chatham County, GA
- Bourne Avenue Relocation, Chatham County, GA



City of St. Marys St. Marys Road Gateway Enhancement Project Proposed Project Schedule

ID	Task Name	Duration	Resource Names	Month 1	Month 2	Month 3	Month 4	Month 5
1	ST. MARYS ROAD GATEWAY ENHANCEMENT PROJECT	75 days	St. Marys					
2	Notice to Proceed	0 days	St. Marys					
3	Notice to Proceed	0 days	St. Marys					
4	Task 1 - GIS Phase - Data Collection and Base Map Preparation	7 days	T&H					
5	Task 2 - Project Kick-off Meeting and Site Visit	7 days	T&H/St. Marys					
6	Task 3 - Initial Concept Design	39 days						
7	Initial Concept Design Preparation	25 days	T&H					
8	Review Meeting with City of St. Marys	7 days	T&H/St. Marys					
9	Review Meeting with GDOT	7 days	T&H/GDOT					
10	Task 4 - Final Concept Designs, Renderings and Estimates	21 days						
11	Prepare Final Concept Designs, Renderings, Estimates	21 days	T&H					
12	Optional Additional Services:	1 day	T&H/St. Marys					
13	Meeting with City Council for Public Presentation of Concept Design	1 day	T&H/St. Marys					

Project: St. Marys Road Gateway Date: Wed 1/8/14	Task		Inactive Task		Manual Summary	
	Split		Inactive Milestone		Start-only	
	Summary		Inactive Summary		Finish-only	
	Project Summary		Manual Task		Deadline	
	External Tasks		Duration-only		Progress	
	External Milestone		Manual Summary Rollup			

Thomas & Hutton Engineering Co.

CITY COUNCIL MEETING
February 3, 2014

TITLE: EMERGENCY REPAIR TO SANITARY SEWER MANHOLE

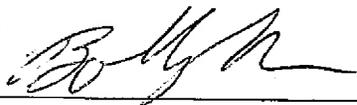
PURPOSE: To authorize the emergency repair of a sanitary sewer manhole for the amount of \$22,500.

RECOMMENDATION: Approval.

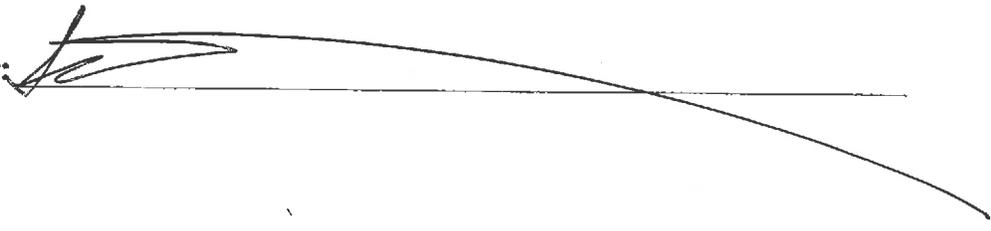
HISTORY/ANALYSIS: The Public Works Department responded to a possible sinkhole located near the top of the pedestrian crosswalk on Colerain Road between Sugarmill Boulevard and Mickler Drive. After investigating the area, it was determined that the sinkhole was being caused by the deterioration of a concrete sanitary sewer manhole located directly below the reported sinkhole. The top of the existing manhole was located approximately 10 feet below the existing ground surface. Alternative repair methods were discussed. One alternative is to replace the existing manhole. In order to replace the manhole, the area would require dewatering and bypass pumping of the sanitary sewer flows. Also, the potential for losing part of the roadway was very likely and would require the most time to complete. The next alternative is to line the existing manhole. This alternative would be the lowest cost; however, the manhole would remain 10 feet below ground and not provide access in case of future problems. The next alternative discussed was to raise the manhole to existing grade and install a fiberglass liner inside of the entire manhole. This alternative would provide access at ground level to the sewer line as well as strengthen the existing manhole structure that is deteriorated. A proposal was received from J&H Waterstop, Inc. in the amount of \$22,500 to perform this work. It is the recommendation of the Public Works Department to go with this alternative.

This project is not budgeted and therefore would require funds to be allocated from Fund Equity in the Sewer Fund.

Department

Director: 

City

Manager: 



Proposal 012714-RN1

Date: 01/27/2014

P.O. Box 740925

Orange City, FL 32774

Phone: 386-851-2411 Fax: 386-851-2466

Email: raul@jhwaterstoputilitiesinc.com

City of St Mary's

418 Osborne St

St Mary's Ga 31558

Dean.Fulco@stmarysga.gov

We are pleased to quote the following Emergency Manhole Rehabilitation @ Colerain Road, St. Mary, GA

QTY	DESCRIPTION		AMOUNT
-----	-------------	--	--------

J & H Waterstop Utilities, Inc. will use 60" precast manhole section to extend existing manhole 10' to grade and Install 18' x 42" fiberglass liner.

J & H Waterstop Utilities, Inc. will supply the following:

Trench box

Precast

Fiberglass Liner

Concrete

Labor

The City of St. Marys will supply the following:

Trackhoe and operator

Road closure

Ring and Cover

Backfilling

Final landscaping

Comments:

J & H Waterstop will not be responsible for road.

Total: \$22,500.00

Terms Net 30 Days

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. This proposal is subject to acceptance within 30 days and is void thereafter at the option of the undersigned.

Authorized Signature:

Raul Negron

AN ORDINANCE TO AMEND THE FISCAL YEAR 2014
BUDGET ORDINANCE, CITY OF ST. MARYS, GEORGIA

BE IT AND IT IS HEREBY ORDAINED by the Mayor and Council of the City of St. Marys, Georgia in regular session lawfully assembled for City purposes:

That it is necessary to amend the FY14 Budget to provide funds for the repair of a manhole at the pedestrian crosswalk on Colerain Road.

That the above transaction can be fulfilled by changing the following budget accounts in the Water-Sewer Fund:

<u>Budget Account</u>	<u>Adopted Budget</u>	<u>Net Change</u>	<u>Proposed</u>
505-38.0001 Fund Equity	\$ 255,069	+ \$ 22,500	\$ 277,569
505-54310-52.2226 Water-Sewer System Repairs	\$ 39,540	+ \$ 22,500	\$ 62,040

ADOPTED in legal assembly this _____ day of _____, 2014.

CITY OF ST. MARYS, GEORGIA

By: _____
John F. Morrissey, Its Mayor

Attest: _____
Deborah Walker-Reed, Its City Clerk

CITY COUNCIL MEETING
February 3, 2014

TITLE: PUBLIC WORKS DEPARTMENT POSITION VACANCY

PURPOSE: To authorize the filling of a vacant full time position in the Public Works Department.

RECOMMENDATION: Approval.

HISTORY/ANALYSIS: A vacancy for an Equipment Operator I has occurred in the Public Works Department. The vacated position is a full time budgeted position within the Public Works Department. Typically, when a vacancy occurs, the position is advertised internally before being sent out for external applications. If an internal employee is chosen for the vacant position, then a new vacancy is created within the Department. It is requested that City Council allow the hiring of an employee to fill the vacancy created after the internal movements (if any) are completed. The City Manager and I have had discussions concerning the Public Works Department's workload and employee allocations and both feel that the position needs to be filled.

Department

Director: _____

City

Manager: _____

This also begs the question about whether the staff still needs to bring each of these vacated positions to Council for approval to fill since the position(s) are authorized in the budget.

CITY COUNCIL MEETING

February 3, 2014

TITLE: Police Department Positions

PURPOSE: To request permission to fill four vacant officer positions and to hire a replacement Property and Evidence Technician.

RECOMMENDATION: The City Manager and the Police Chief recommend approval.

HISTORY/ANALYSIS:

The City is under a hiring freeze that requires Council approval to fill vacant positions. Over the past several months, we have had three officers resign to work elsewhere (Officers Hendrix, Willenberg and Cruikshank). Also, with the passing of Sergeant Snyder, a fourth position has been opened. (There are three other vacant positions within the department that Council has previously approved us to fill, but have remained open due to the lack of available qualified applicants.) In an effort to rebuild the department in the wake of consolidation/contracting discussions, the need to fill these positions with qualified personnel is an immediate concern for the department.

In addition to the vacant positions, the non-certified position of Property and Evidence Technician will be vacated at the end of the last pay period in March. (The employee currently in this position is moving to North Carolina.) The department would like to be able to hire for this position and fill it early so that the departing employee can have two weeks to train her replacement in this critical function.

Pros:

- 1 – Staffing vacant positions maintains expected and budgeted service levels within the community.
- 2 – Staffing vacant positions will provide for officer safety by ensuring the minimum departmental staffing levels are maintained.
- 3 – Staffing the Property and Evidence position early will allow for a brief period of training and transition from the current employee, guaranteeing no interruption in the services of this position.

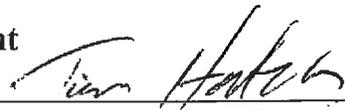
Cons:

- 1 – Not staffing these positions can result in decreased service levels to our citizens.
- 2 – Not staffing these positions can result in an impact to officer safety as the minimum staffing levels remain affected.
- 3 – Individual shifts must make arrangements to cover absences due to sickness, leave or training; this often results in overtime costs to the department.
- 4 – Some staffing issues have resulted in Command Staff personnel having to perform shift work in order to maintain safe staffing levels and to ensure that the service capability of the department does not decrease.

Therefore, in order to maintain expected service capabilities and safe staffing levels, the Police Department requests permission to hire four certified police officers and one non-certified employee to fill these existing and pending vacancies.

Department

Director:



City

Manager:



CITY COUNCIL MEETING

February 3, 2014

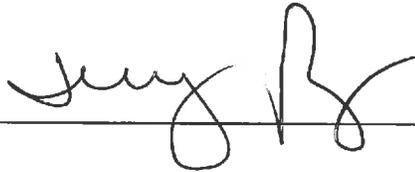
TITLE: Budget Ordinance to record Insurance Funds

PURPOSE: Record funds received from insurance company for Police Car repairs

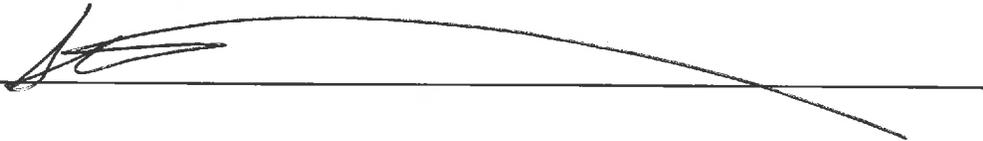
RECOMMENDATION: Approval

HISTORY/ANALYSIS: A City of St. Marys Police car was involved in an accident on September 17, 2013. Payment has been received from the insurance company to cover repairs to the vehicle. It is necessary to change the FY14 Budget to reflect receipt of these funds and allocate them to the appropriate expense line item.

**Department
Director:**



**City
Manager:**



AN ORDINANCE TO AMEND THE FISCAL YEAR 2014
BUDGET ORDINANCE, CITY OF ST. MARYS, GEORGIA

BE IT AND IT IS HEREBY ORDAINED by the Mayor and Council of the City of St. Marys, Georgia in regular session lawfully assembled for City purposes:

That it is necessary to amend the FY14 Budget to reflect funds received for the repair of a St. Marys' Police car. It is necessary to increase revenue and expense line items to reflect this reimbursement.

That the above transaction can be fulfilled by changing the following budget accounts in the General Fund:

<u>Budget Account</u>	<u>Adopted Budget</u>	<u>Net Change</u>	<u>Proposed</u>
100-53210-52.2223 Police Dept Vehicle Repairs	\$ 12,000	+\$ 3,587	\$ 15,587
100-38.9010 Gen Fund- Miscellaneous Income	\$ 20,000	+\$ 3,587	\$ 23,587

ADOPTED in legal assembly this ____ day of _____, 2014.

CITY OF ST. MARYS, GEORGIA

By: _____
John F. Morrissey, Its Mayor

Attest: _____
Deborah Walker-Reed, Its City Clerk

CITY COUNCIL MEETING
February 3, 2014

TITLE: PROPERTY TAX REFUND

PURPOSE: Request to waive penalty and interest

RECOMMENDATION: Deny

HISTORY/ANALYSIS:

Carla Weston-Brown is requesting the City waive interest and tax lien charge that has been applied to property owned by her sister's estate. The property was under appeal when original tax bills were sent and was billed based on 85% of the property value, per State law. When the City received notice from the County that the appeal had been settled, another notice was sent to Ms. Weston-Brown advising her that additional taxes were due. Payment was received from a tax service for the original bill. After the appeal was settled an additional \$38.86 is due. At this time she also owes interest and a tax lien fee totaling \$20.18. The total amount due at this time is \$59.04.

Ms. Weston-Brown is requesting council to waive the interest and tax lien fees due to the fact that she was unaware that the taxpayer is responsible for advising mortgage companies of taxes due. Both the tax bills that were sent to her by the City stated, "If taxes are to be paid by a mortgage company, please forward a copy of this bill to them. We do not send one."

Below is the Georgia Statue that addresses waiver of penalties and interest on unpaid tax bills. It is my recommendation to deny the request.

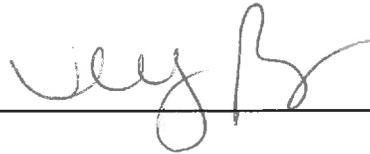
§ 48-5-242. Waiver of penalties or interest due on unpaid taxes

(a) Upon written approval by the governing authority of the county in accordance with subsection (c) of this Code section, the tax collector or tax commissioner may waive, in whole or in part, the collection of any amount due the taxing authorities for which taxes are collected, when such amount represents a penalty or an amount of interest assessed for failure to comply with the laws governing the assessment and collection of ad valorem taxes, when the tax collector or tax commissioner reasonably determines that the default giving rise to the penalty or interest was due to reasonable cause and not due to gross or willful neglect or disregard of the law or of regulations or instructions issued pursuant to the

law, and when the interest to be waived accrues on or after July 1, 2002.

(b) In the case of penalties or interest arising from the failure of the taxpayer to comply with the terms, conditions, or covenants required with respect to properties receiving any type of preferential assessment, the tax collector or tax commissioner shall not be authorized to waive any portion of the penalty or interest that represents a recovery by the taxing authorities of any amount by which taxes were reduced as a result of the granting of such preferential assessment.

**Department
Director:**



**City
Manager:**



2013 Property Tax Statement

City of St. Marys
418 Osborne Street
St. Marys, GA 31558

Bill No.	Due Date	TOTAL DUE
[REDACTED]	12/18/2013	59.04

Map: 133M-031
Location:

**MAKE CHECK OR MONEY ORDER PAYABLE TO:
City of St. Marys**



WALKER CAROLYN S ESTATE



↑ Return top portion with payment ↑

City of St. Marys
418 Osborne Street
St. Marys, GA 31558
Office hours 8:00 AM - 5:00 PM Monday - Friday
Email: stmarystaxes@stmarysga.gov

Billing Date: 01/30/2014

Tax Payer: WALKER CAROLYN S ESTATE
Map Code: 133M-031 REAL
Description: H/L 101 BELLE ARBOR S /D PH 2 S
Location:
Bill No.: [REDACTED]
District: 01

Phone: (912) 510-4048 or (912) 510-4024
Fax: (912) 882-5506

WE DO NOT ACCEPT POSTMARKS

We encourage you to pay your bill by mail which will avoid the lines and should be more convenient for you. Please put your bill number(s) on your check. Interest will be added to payments received after Due Date.

Fair Market Value (FMV)	Assessed Value % FMV	Exemptions	Taxable Value	Millage Rate	Net Tax Due
121,024	48,410	- 0	48,410	5.351	38.86

City	Exemptions	Gross Tax	Exemptions Tax Credit	Net Tax	Fees	Total Due
CITY OF ST. MARYS		259.04				
INTEREST					5.18	
COSTS					15.00	
NET TAX DUE				38.86		
TOTAL DUE						59.04

Delinquent Taxes Subject to additional Interest

City of St. Marys, GA - The law requires payment in full by: Dec 18, 2013

IMPORTANT MESSAGES - PLEASE READ

- These taxes are billed based on the digest as provided from the Camden County Tax Assessor's Office.
- Please write the bill number(s) on your check.
- If a receipt is desired, please include a stamped, self-addressed envelope.
- If taxes are to be paid by a mortgage company, please forward a copy of this bill to them. We do not send one.
- If you are paying after the due date, please call our office for the full amount due.
- Interest at a rate of 1 % per month begins the day after the due date.
- A 10 % penalty (minimum \$10.00) will be imposed on all bills not paid by 90 days after the due date.
- A \$15 lien fee will be imposed on all bills not paid by 30 days after due date.
- Bills are sent to the owner of a property as of Jan 1st, and will remain in that name until paid in full. If the sales contract provides for the buyer to pay the taxes, the seller should send a copy of this bill to the new owner.

Balance Due this bill:	59.04
Back taxes	
TOTAL DUE	59.04

Failure to receive a bill does not exempt penalties or interest.
We are not responsible for late remittance made through the mail service.
We do not accept postmarks.

The following is an overview of the City's revenue and expenditures for the month ending December 31, 2013, which is the sixth month of fiscal year FY2014. All reports are on a cash basis.

General Fund:

Total revenue for the General Fund was \$5,413,581 plus \$190,867 of allocated budgeted fund equity for a total of \$5,604,448. Total year to date expenditures as of 12/31/13 was \$4,099,739 for a revenue over expenditures balance of \$1,504,709. Available cash balance as of 12/31/13 was \$5,704,046.

Tourism

Total revenue for Tourism fund was \$58,304. Total year to date expenditures as of 12/31/13 was \$71,830 for a shortfall of **\$(13,526)**.

SPLOST

Total revenues received for SPLOST was \$290,376 plus interest of \$5 for total revenues of \$290,380 in 12/31/13. Total year to date expenditures as of 12/31/13 was \$206,314 for a revenue over expenditures balance of \$84,066. This is a reimbursement fund which will net to zero at the end of the fiscal year.

Water/Sewer Fund

Total revenue for the Water/Sewer fund was \$3,210,813 which includes \$127,535 of allocated budgeted fund equity. Total year to date expenses as of 12/31/13 was \$3,036,269 for a revenue over expenditures balance of \$174,545. Available cash balance as of 12/31/13 was \$4,499,815.

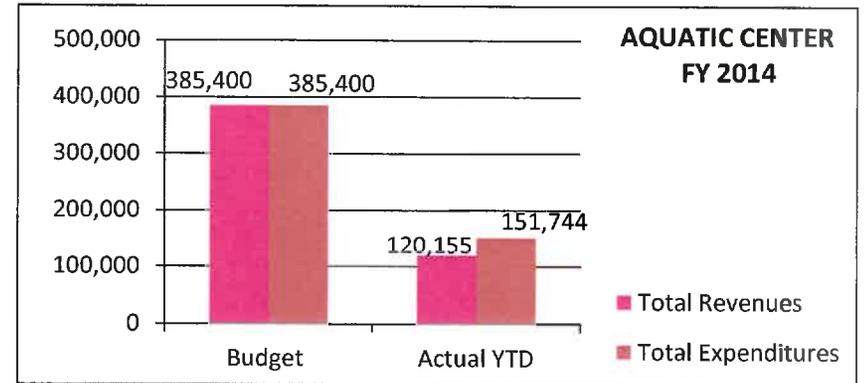
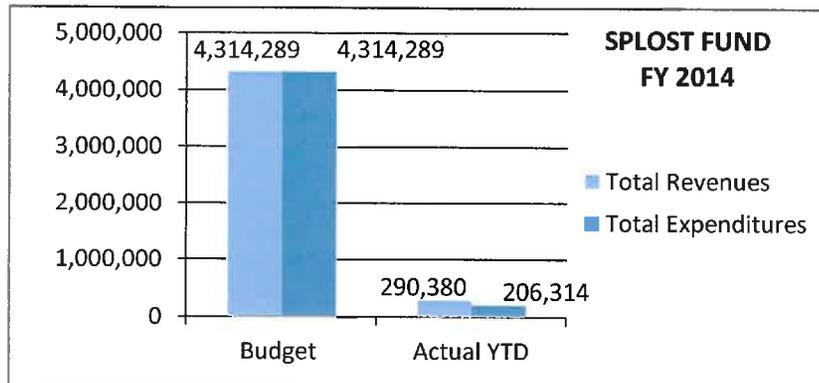
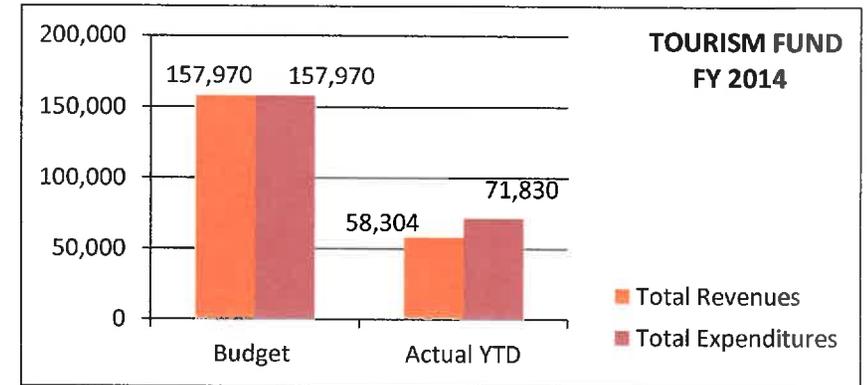
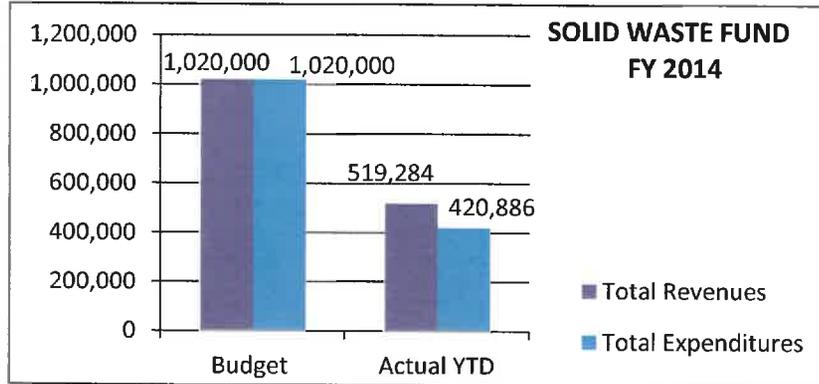
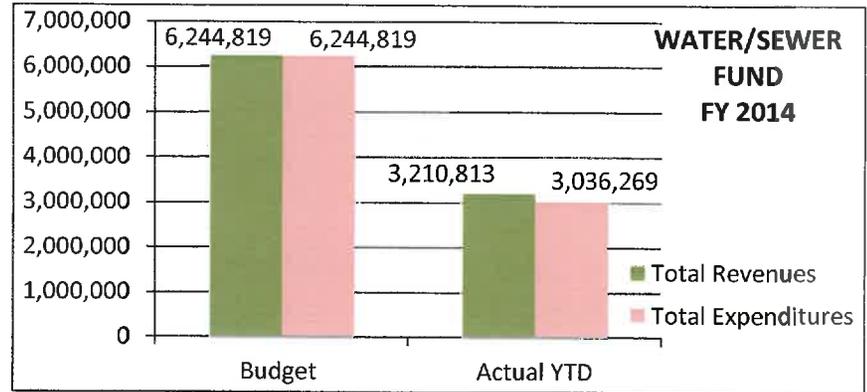
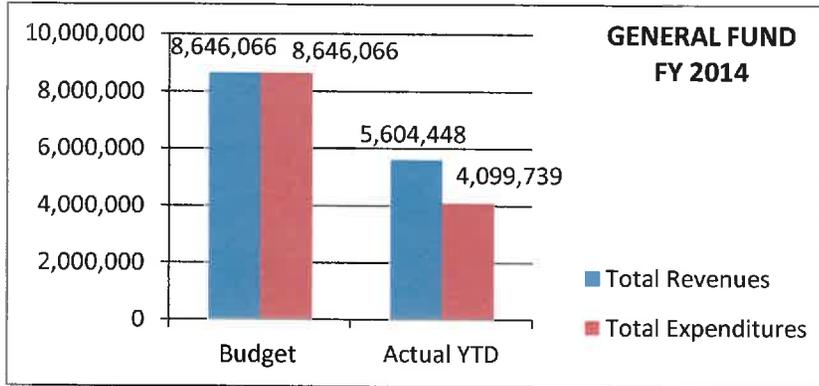
Solid Waste Fund

Total revenue for the Solid Waste fund was \$519,284. Total year to date expenditures as of 12/31/13 was \$420,886 for a revenue over expenditures balance of \$98,398. Available cash balance as of 12/31/13 was \$417,725.

Aquatic

Total revenue for the Aquatic Center was \$120,155. Total year to date expenditures as of 12/31/13 was \$151,744 for a shortfall of **\$(31,589)**.

YTD 12/31/2013 Month Reported



**CITY OF ST. MARYS
REVENUE & EXPENSE REPORT (UNAUDITED)**

Dec-13

FINANCIAL SUMMARY		MONTHS COMPLETED				6
		CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
100-GENERAL FUND REVENUES		% YEAR COMPLETED				50.00%
100.31.1100 REAL PROP CURRENT YEAR	\$ 2,597,400	\$ 1,702,966	\$ 2,259,814	\$ 2,058,729	87%	
100.31.1190 OVERPAYMENTS/ADJUST TAXES	\$ -	\$ 9,248	\$ 10,306	\$ 13,026	#DIV/0!	
100.31.1208 2008 PROPERTY TAX	\$ 5,000	\$ 486	\$ 8,850	\$ 38,849	177%	
100.31.1209 2009 PROPERTY TAX	\$ 10,000	\$ 2,572	\$ 15,835	\$ 17,478	158%	
100.31.1210 2010 PROPERTY TAX	\$ 10,000	\$ 2,944	\$ 19,323	\$ 29,585	193%	
100.31.1211 2011 PROPERTY TAX	\$ 10,000	\$ 5,436	\$ 24,090	\$ 49,866	241%	
100.31.1212 2012 PROPERTY TAX	\$ 55,000	\$ 14,359	\$ 47,279	\$ -	86%	
100.31.1310 MOTOR VEHICLE	\$ 190,000	\$ 31,068	\$ 292,068	\$ 94,453	154%	
100.31.1320 MOBILE HOME	\$ 6,000	\$ -	\$ 76	\$ 1,400	1%	
100.31.1391 RAILROAD TAX	\$ 2,500	\$ -	\$ 2,472	\$ -	99%	
100.31.1600 REAL ESTATE TRANSFER TAX	\$ 6,700	\$ 663	\$ 6,904	\$ 4,220	103%	
100.31.1610 RECORDING INTANGIBLE TAX	\$ 45,000	\$ 3,810	\$ 24,819	\$ 26,239	55%	
100.31.1710 GA POWER FRANCHISE TAX	\$ 690,000	\$ -	\$ -	\$ -	0%	
100.31.1711 OKEF ELEC FRANCHISE TAX	\$ 48,500	\$ -	\$ -	\$ -	0%	
100.31.1730 GAS FRANCHISE TAX	\$ 18,000	\$ -	\$ 9,858	\$ 4,376	55%	
100.31.1750 CABLE TV FRANCHISE TAX	\$ 100,000	\$ -	\$ -	\$ -	0%	
100.31.1760 TELEPHONE FRANCHISE TAX	\$ 24,000	\$ -	\$ 28,434	\$ 12,084	118%	
100.31.3100 LOCAL OPT SALES AND USE	\$ 1,975,000	\$ 155,616	\$ 924,533	\$ 954,136	47%	
100.31.4200 ALCOHOLIC BEVERAGE EXCISE	\$ 215,000	\$ 16,388	\$ 112,149	\$ 116,399	52%	
100.31.6200 INSURANCE PREMIUMS (1%)	\$ 830,000	\$ -	\$ 883,169	\$ 852,970	106%	
100.31.6300 FINANCIAL INSTITUTIONS	\$ 31,000	\$ -	\$ -	\$ -	0%	
100.31.9100 PENALTY AND INTEREST	\$ 75,000	\$ 18,175	\$ 58,524	\$ 51,002	78%	
100.32.1100 BEER/WINE LIC	\$ 85,000	\$ 43,670	\$ 76,720	\$ 76,172	90%	
100.32.1200 GENERAL BUSINESS LIC	\$ 125,000	\$ 49,682	\$ 62,264	\$ 65,645	50%	
100.32.1220 BUSINESS LIC INSURANCE	\$ 22,000	\$ 5,888	\$ 5,963	\$ 6,188	27%	
100.32.2100 BUILDING PERMITS	\$ 130,000	\$ 5,129	\$ 55,297	\$ 34,584	43%	
100.32.2210 ZONING FEES	\$ 4,000	\$ 165	\$ 3,143	\$ 2,480	79%	
100.32.2211 LAND-DISTURBING PERMITS	\$ 500	\$ -	\$ -	\$ -	0%	
100.32.2230 SIGN PERMITS	\$ 3,000	\$ 430	\$ 990	\$ 500	33%	
100.32.3910 PLAN REVIEW FEES	\$ 31,250	\$ 1,350	\$ 12,723	\$ 9,311	41%	
100.34..... COPIES SOLD - ADMIN	\$ 17,250	\$ 1,376	\$ 11,678	\$ 9,842	68%	
100.34.1910 QUALIFYING FEES	\$ 2,000	\$ -	\$ 3,384	\$ -	169%	
100.34.2200 SPECIAL FIRE HAZMAT SERVICES	\$ 2,484	\$ 1,274	\$ 2,484	\$ -	100%	
100.34.4212 NSF FEES	\$ 120	\$ -	\$ -	\$ -	0%	
100.34.....REVENUES-ORANGE HALL	\$ 8,100	\$ 303	\$ 628	\$ 3,005	8%	
100.34.7500 PROGRAM INCOME - SENIORS	\$ 6,800	\$ 403	\$ 3,389	\$ 3,139	50%	
100.34.9100 CEMETERY FEES	\$ 40,200	\$ 5,090	\$ 19,622	\$ 12,784	49%	
100.34.9900 ADMIN. FEES - TOURISM	\$ 3,600	\$ 300	\$ 1,800	\$ 1,800	50%	
100.34.9910 ADMIN. FEES - SPLOST	\$ 4,000		\$ 1,015	\$ 2,793	25%	
100.35..... COURT FINES/FEES	\$ 350,400	\$ 8,941	\$ 147,270	\$ 166,768	42%	
100.35.1300 LIBRARY FINES/COLLECTIONS	\$ 5,000	\$ 328	\$ 2,835	\$ 2,461	57%	
100.36.1000 INTEREST EARNED	\$ 5,000	\$ 702	\$ 3,609	\$ 3,302	72%	

**CITY OF ST. MARYS
REVENUE & EXPENSE REPORT (UNAUDITED)**

Dec-13

FINANCIAL SUMMARY			MONTHS COMPLETED		6
			% YEAR COMPLETED		50.00%
100-GENERAL FUND REVENUES	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
100.37.2000 ORANGE HALL DONATION	\$ 50	\$ 24	\$ 68	\$ 21	136%
100.38.0001 FUND EQUITY	\$ 381,733	\$ 31,811	\$ 190,867	\$ -	50%
100.38.1000 RENTAL INCOME	\$ 325,000	\$ 27,665	\$ 172,253	\$ 166,441	53%
100.38.1010 SPECIAL EVENTS RENTAL	\$ 7,500		\$ 1,535	\$ 3,813	20%
100.38.9010 MISCELLANEOUS INCOME	\$ 20,000	\$ 17,987	\$ 51,398	\$ 52,194	257%
100.38.9020 SHARED SVC SOL/W & SPLOST	\$ 25,000	\$ -	\$ -	\$ 13,298	0%
100.38.9028 SHARED SERVICES -BOARD OF ED	\$ 44,579	\$ -	\$ -	\$ 9,312	0%
100.38.9031 SHARED SVCS - DOT	\$ 16,900		\$ 12,064	\$ -	71%
100.38.9032 SHARED SERVICES - HOSP AUTH.	\$ 25,000		\$ 25,000	\$ -	100%
100.39.1200 OP T/F IN MULT GRANT FUND	\$ 7,500	\$ -	\$ 7,946	\$ 327	106%
100.39.1200 OP T/F IN SPLOST	\$ -	\$ -	\$ -	\$ -	#DIV/0!
100.39.2200 SALE CITY PROPERTY	\$ 3,000	\$ -	\$ -	\$ -	0%
100.39.3010 LOAN PROCEEDS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL REVENUE	\$ 8,646,066	\$ 2,166,246	\$ 5,604,448	\$ 4,970,991	65%

**CITY OF ST. MARYS
REVENUE & EXPENSE REPORT (UNAUDITED)**

Dec-13

FINANCIAL SUMMARY		MONTHS COMPLETED				6
		% YEAR COMPLETED				50.00%
100-GENERAL FUND EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET	
TOTAL LEGISLATIVE	\$ 224,537	\$ 17,117	\$ 103,922	\$ 82,427	46%	
TOTAL EXECUTIVE	\$ 258,510	\$ 19,248	\$ 119,667	\$ 140,925	46%	
TOTAL FINANCIAL ADMINISTRATION	\$ 857,554	\$ 63,844	\$ 451,662	\$ 441,540	53%	
TOTAL IT	\$ 173,173	\$ 16,295	\$ 92,271	\$ 94,062	53%	
TOTAL HUMAN RESOURCES	\$ 114,438	\$ 10,368	\$ 55,107	\$ 64,636	48%	
TOTAL GEN GOVT BLDGS & PLANT	\$ 149,871	\$ 6,107	\$ 72,351	\$ 84,505	48%	
TOTAL MUNICIPAL COURT	\$ 178,003	\$ 13,370	\$ 77,973	\$ 85,933	44%	
TOTAL POLICE ADMINISTRATION	\$ 2,308,975	\$ 177,727	\$ 1,062,063	\$ 1,087,359	46%	
TOTAL FIRE ADMINISTRATION	\$ 1,697,755	\$ 173,429	\$ 852,266	\$ 816,405	50%	
TOTAL PUBLIC WORKS ADMIN	\$ 1,246,979	\$ 88,322	\$ 607,458	\$ 565,437	49%	
TOTAL HIGHWAYS & STREETS ADMIN	\$ 315,000	\$ 25,869	\$ 128,243	\$ 127,110	41%	
TOTAL CEMETERY	\$ 86,338	\$ 8,591	\$ 33,794	\$ 29,004	39%	
TOTAL SENIOR CITIZENS CENTER	\$ 123,398	\$ 8,139	\$ 56,956	\$ 53,352	46%	
TOTAL PARKS ADMINISTRATION	\$ 47,320	\$ 4,989	\$ 23,991	\$ 21,994	51%	
TOTAL LIBRARY ADMINISTRATION	\$ 302,420	\$ 25,500	\$ 141,537	\$ 126,555	47%	
TOTAL PROTECTIVE INSP ADMIN	\$ 133,928	\$ 9,365	\$ 61,084	\$ 45,008	46%	
TOTAL PLANNING & ZONING	\$ 184,887	\$ 14,934	\$ 86,680	\$ 81,725	47%	
TOTAL CODE ENFORCEMENT	\$ 34,351	\$ -	\$ -	\$ -	0%	
TOTAL ECONOMIC DEVELOPMENT	\$ 171,926	\$ 517	\$ 51,695	\$ 64,845	30%	
TOTAL AIRPORT	\$ 5,000	\$ 4,259	\$ 6,412	\$ 4,181	128%	
TOTAL SPECIAL FACILITIES	\$ 31,703	\$ 3,441	\$ 14,608	\$ 11,817	46%	
TOTAL EXPENDITURES	\$ 8,646,066	\$ 691,432	\$ 4,099,739	\$ 4,028,819	47%	

REVENUE OVER/(UNDER) EXPENDITURES	\$	-	\$ 1,474,814	\$ 1,504,709	\$ 942,172
--	----	---	--------------	--------------	------------

Cash Balances:	\$6,107,261	Run Rate Analysis:	
LESS: Restricted Budgeted Fund Equity	\$381,733	Average YTD Mo. Exp.	\$683,290
Unrestricted Cash Balances	\$5,725,528	Months of Operating Cash	8.35
LESS: Outstanding P.O.'s	\$21,483		
Available Cash	\$5,704,046		

**CITY OF ST. MARYS
REVENUE & EXPENSE REPORT (UNAUDITED)**

Dec-13

FINANCIAL SUMMARY		MONTHS COMPLETED				6
		% YEAR COMPLETED				50.00%
275-SPECIAL REVENUE FUND REVENUES	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET	
TAXES	\$ 115,322	\$ 6,380	\$ 50,940	\$ 48,720	44%	
CHARGES FOR SERVICES	\$ 12,130	\$ 356	\$ 3,098	\$ 2,980	26%	
INVESTMENT INCOME	\$ 21	\$ 1	\$ 5	\$ 6	22%	
CONTRIBUTIONS/DONATIONS	\$ 1,097	\$ 21	\$ 636	\$ 152	58%	
MISCELLANEOUS	\$ 7,400	\$ 2,445	\$ 3,625	\$ 5,720	49%	
OTHER FINANCING SOURCES	\$ 22,000			\$ -	0%	
TOTAL REVENUES	\$ 157,970	\$ 9,203	\$ 58,304	\$ 57,577	37%	

275-SPECIAL REVENUE FUND EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
PRSNL SERVICES/BENEFITS	\$ 28,815	\$ 2,886	\$ 14,557	\$ 12,417	51%
PURCHASED/CONTRACTED SVC	\$ 113,299	\$ 10,858	\$ 51,816	\$ 42,492	46%
SUPPLIES	\$ 8,856	\$ 465	\$ 3,719	\$ 2,125	42%
INTERGOVERNMENTAL	\$ 7,000	\$ 90	\$ 1,738	\$ 1,000	25%
TOTAL TOURISM	\$ 157,970	\$ 14,298	\$ 71,830	\$ 58,034	45%

REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ (5,095)	\$ (13,526)	\$ (456)	0
--	-------------	-------------------	--------------------	-----------------	----------

Cash Balances: (-sal/fica-due to pooled cash)	-\$29,343	Run Rate Analysis:	
LESS: Restricted Budgeted Fund Equity	\$0	Average YTD Mo. Exp.	\$11,972
Unrestricted Cash Balances	-\$29,343	Months of Operating Cash	(3.48)
LESS: Outstanding P.O.'s	\$12,308		
Available Cash	-\$41,651		

**CITY OF ST. MARYS
REVENUE & EXPENSE REPORT (UNAUDITED)**

Dec-13

FINANCIAL SUMMARY			MONTHS COMPLETED		6
			% YEAR COMPLETED		50.00%
320-SPLOST FUND REVENUES	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
TAXES	\$ 4,314,289		\$ 290,376	\$ 342,664	7%
INVESTMENT INCOME		\$ 0	\$ 5	\$ 13	#DIV/0!
MISCELLANEOUS				\$ -	
OTHER FINANCING SOURCES				\$ -	#DIV/0!
TOTAL REVENUES	\$ 4,314,289	\$ 0	\$ 290,380	\$ 342,676	7%

320-SPLOST FUND EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
320.51512-52.1211 AUDIT SPLOST VI	\$ 3,000		\$ 3,000	\$ 3,000	100%
320.51565-54.1500 CITY BUILDINGS VI	\$ 147,000		\$ 145,448	\$ 178,738	98.9%
320.54220-54.1241 DRAINAGE - SPLOST VI	\$ 22,700	\$ 3,788	\$ 22,507	\$ 39,019	99%
320.54220-54.1416 PAVING/OVERLAY VI	\$ 44,000	\$ 539	\$ 18,384	\$ 36,412	42%
320.54310-54.1202 SEWER INFRA SPLOST VI	\$ 3,705,300	\$ 3,150	\$ 6,487	\$ -	0%
320.59000-61.1000 OPERATING TFR OUT					#DIV/0!
TOTAL EXPENDITURES VI	\$ 3,922,000	\$ 7,477	\$ 195,825	\$ 257,169	4.99%

320-SPLOST FUND EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
320.54200-54.1425 EQUIP/FACILITIES VII	\$ 367,289	\$ -	\$ 10,489	\$ -	3%
320.54220-52.2224 INFRASTRUCTURE VII	\$ 25,000	\$ -	\$ -	\$ -	0.0%
TOTAL EXPENDITURES VII	\$ 392,289	\$ -	\$ 10,489	\$ -	2.7%

REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ (7,476)	\$ 84,066	\$ 85,507
--	-------------	-------------------	------------------	------------------

Cash Balances:	\$527	Run Rate Analysis:	
LESS: Restricted Budgeted Fund Equity	\$0	Average YTD Mo. Exp.	\$34,386
Unrestricted Cash Balances	\$527	Months of Operating Cash	(0.18)
LESS: Outstanding P.O.'s	\$6,549		
Available Cash	-\$6,021		

**CITY OF ST. MARYS
REVENUE & EXPENSE REPORT (UNAUDITED)**

Dec-13

FINANCIAL SUMMARY	MONTHS COMPLETED					6
	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET	50.00%
505-WATER AND SEWER FUND REVENUES						
505.33.4110 STATE GOV GRANTS-DIRECT				\$ -	#DIV/0!	
505.34.4210 WATER CHARGES	\$ 2,140,000	\$ 180,343	\$ 1,063,451	\$ 1,065,857	50%	
505.34.4211 TRANSFER/TEMP SERVICES	\$ 45,000	\$ 3,090	\$ 24,220	\$ 21,610	54%	
505.34.4212 RECONNECTION NSF FEES	\$ 80,000	\$ 6,175	\$ 41,132	\$ 41,650	51%	
505.34.4213 LATE FEES AND PENALTIES	\$ 130,000	\$ 11,876	\$ 63,826	\$ 67,908	49%	
505.34.4214 TURN ON FEE	\$ 42,500	\$ 3,080	\$ 21,420	\$ 20,965	50%	
505.34.4216 CAP RECOVERY WATER - DEV	\$ 27,375	\$ 1,801	\$ 14,028	\$ 24,024	51%	
505.34.4217 WATER CHARGES 2	\$ 700,000	\$ 59,983	\$ 353,661	\$ 354,944	51%	
505.34.4230 SEWERAGE CHARGES	\$ 1,966,500	\$ 169,233	\$ 1,002,416	\$ 1,003,127	51%	
505.34.4231 SEWER CHARGES 2	\$ 680,000	\$ 56,901	\$ 334,489	\$ 335,648	49%	
505.34.4236 CAP RECOVERY METER - DEV	\$ 7,000	\$ 1,480	\$ 6,030	\$ 4,480	86%	
505.34.4256 CAP RECOVERY SEWER - DEV	\$ 88,875	\$ 14,215	\$ 52,514	\$ 76,370	59%	
505.34.4263 CONSTRUCTION FEES	\$ 77,500	\$ 15,769	\$ 104,133	\$ 83,092	134%	
505.38.0001 FUND EQUITY	\$ 255,069	\$ 21,256	\$ 127,535	\$ -	50%	
505..... INTEREST/MISC/OTHER REVENUES	\$ 5,000	\$ 398	\$ 1,959	\$ 3,219	39%	
TOTAL REVENUE	\$ 6,244,819	\$ 545,599	\$ 3,210,813	\$ 3,102,894	51%	

SANITATION ADMINISTRATION EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
PRSNL SERVICES/BENEFITS	\$ 938,138	\$ 85,140	\$ 477,226	\$ 452,314	51%
PURCHASED/CONTRACTED SVC	\$ 408,628	\$ 19,688	\$ 140,734	\$ 208,719	34%
SUPPLIES	\$ 618,816	\$ 40,226	\$ 269,696	\$ 273,912	44%
CAPITAL OUTLAY	\$ 108,500	\$ -	\$ -	\$ 189,189	0%
DEPRECIATION/AMORTIZATION		\$ -	\$ -	\$ -	#DIV/0!
INTERGOVERNMENTAL	\$ 20,895	\$ -	\$ -	\$ -	0%
DEBT SERVICES/FISCAL AGENT FEES	\$ 5,000	\$ -	\$ -	\$ 4,350	0%
TOTAL SANITARY ADMINISTRATION	\$ 2,099,977	\$ 145,054	\$ 887,657	\$ 1,128,484	42%

WATER ADMINISTRATION EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
PRSNL SERVICES/BENEFITS	\$ 790,540	\$ 68,501	\$ 384,379	\$ 374,784	49%
PURCHASED/CONTRACTED SVC	\$ 254,619	\$ 6,469	\$ 85,014	\$ 86,530	33%
SUPPLIES	\$ 282,816	\$ 18,140	\$ 99,075	\$ 113,703	35%
CAPITAL OUTLAY	\$ 8,500	\$ -	\$ -	\$ -	0%
DEPRECIATION/AMORTIZATION		\$ -	\$ -	\$ -	#DIV/0!
INTERGOVERNMENTAL	\$ 65,263	\$ -	\$ -	\$ -	0%
DEBT SERVICES/FISCAL AGENT FEES	\$ 3,000	\$ 725	\$ 1,414	\$ 689	47%
TOTAL WATER ADMINISTRATION	\$ 1,404,738	\$ 93,836	\$ 569,882	\$ 575,706	41%

**CITY OF ST. MARYS
REVENUE & EXPENSE REPORT (UNAUDITED)**

Dec-13

FINANCIAL SUMMARY				MONTHS COMPLETED	6
				% YEAR COMPLETED	50.00%
DEBT SERVICE-PRINCIPLE EXPENDITURE SUMMARY		CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
505.58000-58.1110 BOND PYMT 88 & 92 PRIN	\$ 300,000	\$ -	\$ 300,000	\$ 285,000	100.00%
505.58000-58.1340 GEFA LOAN 95-021-W	\$ -	\$ -	\$ -	\$ 1,558	#DIV/0!
505.58000-58.1380 GEFA LOAN CWS-RF-0	\$ 240,073	\$ 20,087	\$ 119,009	\$ 115,621	50%
505.58000-58.1382 GEFA LOAN 2010-L26WQ	\$ 31,835	\$ 2,648	\$ 15,765	\$ -	50%
DEBT SERVICE-PRINCIPLE	\$ 571,908	\$ 22,736	\$ 434,774	\$ 402,179	76%

DEBT SERVICE-INTEREST EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
505.58000-58.2110 BOND PAYMENT 88 & 92	\$ 124,191	\$ 56,044	\$ 121,275	\$ 139,191	98%
505.58000-58.2115 INTEREST-BOND INT 2010	\$ 1,915,400	\$ 957,700	\$ 957,700	\$ 957,700	50%
505.58000-58.2340 GEFA LOAN 95-021-WQ INT		\$ -	\$ -	\$ 7	#DIV/0!
505.58000-58.2380 GEFA LOAN CWS-RF-0	\$ 93,340	\$ 7,697	\$ 47,697	\$ 51,085	51%
505.58000-58.2382 GEFA LOAN 2010 L26WQ	\$ 35,265	\$ 2,860	\$ 17,283	\$ -	49%
DEBT SERVICE-INTEREST	\$ 2,168,196	\$ 1,024,301	\$ 1,143,956	\$ 1,147,983	53%

505-59000-61.1000 OPERATING TFR OUT	\$ -		\$ -	\$ -	
-------------------------------------	------	--	------	------	--

TOTAL EXPENDITURES	\$ 6,244,819	\$ 1,285,926	\$ 3,036,269	\$ 3,254,352	49%
---------------------------	---------------------	---------------------	---------------------	---------------------	------------

REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ (740,327)	\$ 174,545	\$ (151,458)	
-----------------------------------	------	--------------	------------	--------------	--

Cash Balances:	\$4,800,088	Run Rate Analysis:	
LESS: Restricted Budgeted Fund Equity	\$255,069	Average YTD Mo. Exp.	\$506,045
Unrestricted Cash Balances	\$4,545,019	Months of Operating Cash	8.89
LESS: Outstanding P.O.'s	\$45,204		
Available Cash	\$4,499,815		

CITY OF ST. MARYS
REVENUE & EXPENSE REPORT (UNAUDITED)

Dec-13

FINANCIAL SUMMARY	MONTHS COMPLETED				6
	% YEAR COMPLETED				50.00%
540-SOLID WASTE FUND REVENUES	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
540.34.4111 RESIDENTIAL REFUSE CHARGE	\$ 963,000	\$ 81,231	\$ 486,248	\$ 487,957	50%
540.34.4112 COMMERCIAL REFUSE CHARGES	\$ 22,000	\$ 1,937	\$ 11,307	\$ 11,140	51%
540.34.4190 LATE FEES AND PENALTIES	\$ 22,500	\$ 1,922	\$ 11,229	\$ 11,687	50%
540.34.9900 OTHER CHARGES	\$ 12,500	\$ 1,350	\$ 10,500	\$ 29,220	84%
540.36.1000 INTEREST REVENUES	\$ -	\$ -	\$ -	\$ -	#DIV/0!
540.38.0001 FUND EQUITY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL REVENUES	\$ 1,020,000	\$ 86,440	\$ 519,284	\$ 540,004	51%

540-SOLID WASTE FUND EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	DEC 2013	DEC 2012	% YTD BUDGET
PRSNL SERVICES/BENEFITS	\$ 82,523	\$ 7,407	\$ 42,403	\$ 39,299	51%
PURCHASED/CONTRACTED SVC	\$ 907,415	\$ 74,899	\$ 377,588	\$ 373,533	42%
SUPPLIES	\$ 2,950	\$ 258	\$ 895	\$ 1,834	30%
INTERGOVERNMENTAL	\$ 27,112	\$ -	\$ -	\$ -	0%
DEPRECIATION/AMORTIZATION	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL SOLID WASTE COLLECTION	\$ 1,020,000	\$ 82,564	\$ 420,886	\$ 414,666	41%

REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ 3,876	\$ 98,398	\$ 125,338	0
--	------	----------	-----------	------------	---

Cash Balances:	\$417,725	Run Rate Analysis:	
LESS: Restricted Budgeted Fund Equity	\$0	Average YTD Mo. Exp.	\$70,148
Unrestricted Cash Balances	\$417,725	Months of Operating Cash	5.95
LESS: Outstanding P.O.'s	\$0		
Available Cash	\$417,725		

555 -AQUATIC CENTER FINANCIAL SUMMARY	FY2014 Budget	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	12Mths	YTD Dec-13	Dec-12
REVENUE SUMMARY																
CHARGES FOR SERVICES	385,400	1,324	998	2,607	13,998	73,484	95,150	82,791	27,032	9,536	375	0	137.85	307,432	119,872	145,353
INVESTMENT INCOME	-											0		-		-
CONTRIBUTIONS/DONATIONS	-											0		-		-
MISCELLANEOUS	-	144	2	1	21	20	103	105	104	55	18.68	0		574	283	1,446
OTHER FINANCING SOURCES	-											0		-		-
TOTAL REVENUES	385,400	1,468	1,000	2,608	14,018	73,505	95,253	82,896	27,136	9,591	394	-	137.85	308,006	120,155	146,799
EXPENDITURE SUMMARY																
PRSNL SERVICES/BENEFITS		1,129	1,325	2,048	1,938	482	-	964	-	-	-964.01	0	10,412.16	17,334	-	75,424
PURCHASED/CONTRACTED SVC	246,900	4,531	3,293	4,103	3,512	21,908	60,650	42,385	24,002	15,181	7190.01	9923.62	0.00	196,679	109,094	28,763
SUPPLIES	138,500	3,026	4,667	6,193	6,800	12,998	25,805	6,912	10,575	7,669	8008.29	5447.57	4,038.53	102,140	42,650	51,571
CAPITAL OUTLAY	-			-										-		-
DEPRECIATION/AMORTIZATION	-			-										-		-
TOTAL AQUATIC CENTER	385,400	8,687	9,285	12,344	12,249	35,388	86,455	50,262	34,577	22,850	14,234	15,371	14,451	316,152	151,744	155,758
REVENUE OVER/(UNDER) EXPENDITURES	-	(7,219)	(8,285)	(9,737)	1,769	38,116	8,798	32,634	(7,440)	(13,258)	(13,841)	(15,371)	(14,313)	(8,146)	(31,589)	(8,959)

Cash Balances: (-sal/fica)	-\$126,455
LESS: Restricted Budgeted Fd Equity	\$0
Unrestricted Cash Balances	-\$126,455
LESS: Outstanding P.O.'s	\$6,104
Available Cash	-\$132,560