



CITY OF ST. MARYS, GEORGIA
September 16, 2013

CITY COUNCIL MEETING
6:00 P.M.

AGENDA

- I. **CALL TO ORDER**
- II. **INVOCATION:** *Mayor William T. DeLoughy*
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL** **QUORUM: YES ___ NO ___**
- V. **APPROVAL OF MINUTES:** *August 19, 2013 Public Hearing Meeting Minutes
August 19, 2013 Regular City Council Meeting Minutes
September 4, 2013 Special Called City Council Meeting Minutes*
- VI. **PRESENTATIONS:**
PROPOSAL FOR DISCOVERY CENTER: *Roger Rillo, Jeremy Spencer and John King
Proposed Utilizations for Weed Street Wastewater Treatment Plant property*
FINANCE EMPLOYEE AWARDS: *Jennifer Brown*
ST. MARYS ENTERPRISE ZONE: *Artie Jones*
SENIOR ADVISORY BOARD ANNUAL REPORT: *Doug Vaught*
BOARD ANNOUNCEMENT (VACANCY):
Planning Commission (Charlotte Bartzack)
BOARD APPOINTMENT (TERM EXPIRATION):
*Camden County Board of Education-Sex Education Instructional Materials Review
Committee (Arlene Norris)*
- VII. **SET CONSENT AGENDA**
- VIII. **APPROVAL OF THE AGENDA**
- IX. **GRANTING AUDIENCE TO THE PUBLIC**
- X. **OLD BUSINESS:**
A. TOURISM WELCOME CENTER LOCATION: *Angela Wigger TAB "A"
St. Marys Convention & Visitors Bureau request permission to utilize the Ward
Hernandez Building at 400 Osborne Street*

- B. VEHICLE PARKING (RESIDENTIAL & RIGHT-OF-WAY) #2 WORK SESSION DATE REQUEST: Roger Weaver TAB "B"**
Request permission to schedule a second Vehicle Parking Work Session

XI. NEW BUSINESS:

- A. RELOCATION OF ECONOMIC DEVELOPMENT FUNCTIONS/OFFICES: TAB "C"**
Steven S. Crowell, Jr.
Consideration to locate the City of St. Marys Economic Development function (offices) in Kingsland
- B. FUNDING SUPPORT FOR HADDOCK ROAD AND ST. MARYS ROAD IMPROVEMENTS:**
Steven S. Crowell, Jr. TAB "D"
Request City Council support for funding improvements to Haddock Road and St. Marys Road
- C. 4TH QUARTER TOWN HALL MEETING: TAB "E"**
To discuss 4th Quarter Town Hall Meeting for Thursday, October 3, 2013 at 6:00 p.m.
- D. ST. MARYS INTRACOASTAL GATEWAY PROPERTY MEMORANDUM OF UNDERSTANDING WITH FORAM DEVELOPMENT, LLC: Artie Jones, III**
Request authorization for the FORAM Development, LLC to represent the St. Marys Intracoastal Gateway property's development TAB "F"
- E. BUILDING FEE SCHEDULES AND CAPITAL RECOVERY REVISIONS : Roger Weaver**
Request revisions for Aid to Construction fees (Table 98-57.1) and calculations for Building Permit fees. TAB "G"
- F. TRANSPORTATION ENHANCEMENT GRANT CHANGE ORDER REQUEST FOR ECOLOGY AT GATEWAY PARCEL: Roger Weaver TAB "H"**
Georgia Department of Transportation requires an Ecology Report on the portion of the Gateway Parcel used for the T-E Grant for public access
- G. COAST GUARD BUILDING LEASE: Jennifer Brown TAB "I"**
Request approval of five year lease agreement with the United States Coast Guard for space at the St. Marys Police Department Building
- H. CAPITAL PROJECTS FUNDS TRANSFER: Jennifer Brown TAB "J"**
Request permission to move funds awarded from the Georgia Department of Transportation Local Maintenance Improvement Grant (LMIG-formerly LARP)
- I. ADVERTISEMENT FOR MILLAGE RATE: Jennifer Brown TAB "K"**
Request approval to advertise the millage rate.

XII. REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:

- A. FINANCE DIRECTOR'S REPORT: Jennifer Brown TAB "L"**
- B. CITY CALENDAR: City Clerk**

XIII. REPORT OF MAYOR

XIV. GRANTING AUDIENCE TO THE PUBLIC

MAYOR AND COUNCIL COMMENTS

CITY MANAGER'S COMMENTS

XV. EXECUTIVE SESSION

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

August 19, 2013

5:45 p.m.

PUBLIC HEARING

SLIM'S SPEAK EASY, LP NEW ALCOHOL LICENSE

MINUTES

The Mayor and Council for the City of St. Marys, Georgia met to conduct a public hearing on Monday, August 19, 2013 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor William T. DeLoughy
Councilmember Greg Bird
Councilmember Jim Gant
Councilmember Sidney Howell
Councilmember John Morrissey
Councilmember Keith Post
Councilmember Nancy Stasinis

CITY OFFICIALS PRESENT:

Steven S. Crowell, City Manager
Jennifer Brown, Finance Director
Donna Folsom, Human Resources Director
Artie Jones III, Economic Director
Bobby Marr, Public Works Director
Roger Weaver, Planning Director
Robby Horton, Fire Chief

Mayor DeLoughy called the public hearing to order at 5:49 p.m. for Slim's Speak Easy, LP new alcohol license application. The floor was opened to the public for questions and/or comments.

Councilmember Morrissey asked if the applicant listed as the co-owner and manager will actually manage the business. The City Manager stated he did not personally speak with the new applicant. Mayor DeLoughy referenced the City Attorney's comment that the application submitted is a new alcohol license request. Councilmember Morrissey stated he wanted it on the record that Mr. John Dink listed himself as the applicant, co-owner and manager of Slim's Speak Easy, LP. Mayor DeLoughy commented that the City has police and procedures in place to ensure proper adherence to the law.

GRANTING AUDIENCE TO THE PUBLIC:

Tom Canning, 410 Point Peter Place: Mr. Canning commented on the previous alcohol license application submitted to City Council under the same business name. Councilmember Howell and Mayor DeLoughy stated that the current alcohol license application submitted is new.

Larry White, 102 Sylvia's Court: Mr. White commented if the owner of a liquor establishment had to be the manager and submit the alcohol license application. Councilmember Howell stated that Flying J was an example of a business where the owners do not manage the business.

ADJOURNMENT:

Mayor DeLoughy declared the public hearing closed at 5:54 p.m.

Respectfully submitted,

Deborah Walker-Reed, City Clerk

DRAFT

CITY COUNCIL MEETING
August 19, 2013
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, August 19, 2013 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor William T. DeLoughy
Councilmember Greg Bird
Councilmember Jim Gant
Councilmember Sidney Howell
Councilmember John Morrissey
Councilmember Keith Post
Councilmember Nancy Stasinis

CITY OFFICIALS PRESENT:

Steven S. Crowell, City Manager
Jennifer Brown, Finance Director
Donna Folsom, Human Resources Director
Artie Jones III, Economic Development Director
Bobby Marr, Public Works Director
Roger Weaver, Planning Director
Robby Horton, Fire Chief

CALL TO ORDER:

Mayor DeLoughy called the City Council Meeting to order at 6:03 p.m. Councilmember Stasinis gave the invocation. Mayor DeLoughy led the audience in the pledge of allegiance. Council roll call indicated a quorum of Council members present for the meeting.

APPROVAL OF MINUTES: *August 5, 2013 Regular City Council Meeting Minutes*

Councilmember Gant moved to approve the August 5, 2013 Regular City Council meeting minutes. Councilmember Howell seconded the motion. Voting was unanimous in favor of the motion.

PRESENTATION:

CODE ENFORCEMENT CONSOLIDATION PROPOSAL (CITY OF KINGSLAND): *Councilmember Jim McClain of Kingsland, Georgia (Added 08/19/13)*

Councilmember Jim McClain (City of Kingsland) gave a brief overview of a potential cost saving proposal pertaining to shared services for code enforcement that would benefit the residents of St. Marys and Kingsland. Councilmember McClain referenced the credentials, personnel, and vehicles available from the City of Kingsland. Councilmember McClain stated he would update City Council in Kingsland if the City of St. Marys was interested in shared services.

Councilmember Greg Bird made a motion for the City Manager to explore the feasibility of code enforcement shared services with Camden County and the City of Kingsland. Councilmember Stasinis seconded the motion. Voting was unanimous in favor of the motion.

ST. MARYS RAILROAD EXCURSION TRAIN: *Doug Vaught*

Doug Vaught gave a brief overview of the schedule, pricing, program, parking, marketing, and train tracks for the St. Marys Railroad Excursion Train. Mr. Vaught commented on three excursions for October 5th (12:00 p.m., 2:00 p.m. and 4:00 p.m.) and four for October 12th (10:00 a.m., 12:00 p.m., 2:00 p.m. and 4:00 p.m.). Mr. Vaught invited the public to visit their website for information and tickets at www.stmarysrailroad.com. Mr. Vaught offered Council the opportunity to volunteer as ushers on the excursions.

BOARD ANNOUNCEMENT (TERM EXPIRATION):

Camden County Board of Education-Sex Education Material Review Committee (Arlene Norris)

Mayor William T. DeLoughy announced an upcoming vacancy on the Camden County Board of Education-Sex Education Material Review Committee.

BOARD APPOINTMENT (TERM EXPIRATION):

Southeast Georgia Consolidated Housing Authority (Shirley Overstreet)

Councilmember Stasinis made a motion to re-appoint Shirley Overstreet to the Southeast Georgia Consolidated Housing Authority. Councilmember Howell seconded the motion. Voting was unanimous in favor of the motion.

SET CONSENT AGENDA (*):

Councilmember Post made a motion to approve the consent agenda as New Business D, E and F. Councilmember Bird seconded the motion. Voting was unanimous in favor of the motion.

APPROVAL OF THE AGENDA:

Councilmember Bird made a motion to approve the agenda. Councilmember Gant seconded the motion. Voting was unanimous in favor of the motion.

GRANTING AUDIENCE TO THE PUBLIC:

Angel Wigger, Tourism Director: The Tourism Director stated the St. Marys Convention and Visitor's Bureau (CVB) has not voted on a new location for the Welcome Center but are exploring available options due to amount of the lease renewal.

Doug Vaught, 130 Plank Lane: Mr. Vaught thanked Roger Weaver (Planning Director) and City employees for a job well done. He also thanked Councilmembers for their dedication.

Dave Schmitz, 112 New Hammock Circle: Mr. Schmitz stated he would like to see the Fire Departments for Camden County, Kingsland and St. Marys implement standardized procedures and training. Mr. Schmitz also referenced updating the computer system and dispatching the nearest Fire Station to incidents. Mr. Schmitz commented that he is against Fire consolidation with anyone.

Mayor DeLoughy referenced an upcoming meeting on Fire & EMS Consolidation at the County. Mr. Crowell (City Manager) gave a brief update on the process to jointly discuss the Fire & EMS Consolidation Feasibility Study.

Ricky Heidgerken, 110 Salt Grass Trace: Mr. Heidgerken requested that Council be cautious and research the positives and negatives of consolidation for the St. Marys Fire Department.

OLD BUSINESS:

A. SLIM'S SPEAK EASY, LP NEW ALCOHOL LICENSE:

Council consideration to approve a new liquor license for Slim's Speak Easy, LP for the sale of beer, wine and liquor on-premise consumption, with food

Councilmember Morrissey made a motion to approve a new alcohol license to Slim's Speak Easy, LP for the sale of beer, wine and liquor on-premise consumption with food. Councilmember Stasinis seconded the motion. Councilmember Morrissey moved for discussion.

Councilmember Morrissey stated Council appreciates the owner's review of management procedures but he wanted to ensure the co-owner listed as the new manager will maintain the position listed on the application. Councilmember Bird stated that any entity with an alcohol license is required to adhere to local and state guidelines. Councilmember Gant stated he hopes they are very successful. Voting was unanimous in favor of the motion.

NEW BUSINESS:

A. VARIOUS RIGHT OF WAYS POTENTIAL IMPROVEMENTS DISCUSSION: *Councilmember Jim Gant*

Councilmember Jim Gant spoke on formulating an organized plan to visually beautify (landscaping, lighting, etc.) all entrances into St. Marys to attract people. Councilmember Gant stated that people stopping at Exit 1 might be attracted to explore more if they visually had something to captivate their attention along the road (i.e. crape myrtles in the median). Councilmember Gant mentioned contacting a company like the Genesis Group that could conceptually devise a landscape plan for Exit 1. Councilmember Bird asked which entrance would be a starting point and if a traffic study might be needed.

Councilmember Post stated the traffic exiting at Exit 1 would be a good start. Mayor DeLoughy asked Roger Weaver (Planning Director) to comment on grants that the City applied for a few years back. The Planning Director stated the grant amount was \$50,000 and involved three areas in the City. Councilmember Morrissey asked Artie Jones, III (Economic Development Director) if he wanted to speak on Wayfinding Signage. Mr. Jones gave a brief overview of the cost, maintenance, most visible locations, and best use of various signs for St. Marys.

Councilmember Bird made a motion to explore the possibility of conceptual plans for entrance areas into St. Marys. Councilmember Morrissey seconded the motion. Voting was unanimous in favor of the motion.

The City Manager asked if Council would like him to explore the donation of trees offered by Mr. Bill Gross. Councilmembers Gant and Bird stated that the City should wait on the conceptual plans first before accepting donations. Councilmember Bird stated that the City might want to consider dwarf trees.

B. DISCUSSION AND DIRECTION REGARDING BUILDING LEASE/ACQUISITION OPTION FOR TOURISM: *Angela Wigger*

St. Marys Convention & Visitors Bureau requests approval to exclusively utilize the Ward Hernandez Building (Downtown Development Authority Bldg.) at 400 Osborne Street as the new Welcome Center location

Councilmember Gant made a motion to allow the St. Marys Convention & Visitor's Bureau to utilize the Ward Hernandez Building at 400 Osborne Street as the new Welcome Center for no rental fee if desired. Councilmember Post seconded the motion. Councilmember Gant moved for discussion. Councilmember Gant stated that various boards and commissions utilize the building for meetings and wondered if a separate entrance might be required. Councilmember Gant also mentioned the layout of the Hernandez Building compared to their current location for square footage. Councilmember Gant asked if a renovation estimate had been completed.

The Tourism Director (Angela Wigger) commented that both buildings were reviewed. She also stated that most of the board's request for meeting space could be accommodated. Mrs. Wigger stated they would speak with Artie Jones, III to review the current procedures. Councilmember Bird asked the City Manager for an update on the old Senior Center. Mr. Crowell stated the building is used for various things. Mr. Crowell also stated the City had several locations where meetings could be conducted. Mr. Crowell commented that the City could purchase the building at 400 Osborne Street, have Tourism pay monthly rent to the City and lease the other side to defray the mortgage.

Councilmember Post stated the relocation of the Welcome Center would enable Tourism to utilize funds allocated for rent to marketing. Councilmember Gant amended his motion to allow the St. Marys Convention & Visitor's Bureau and City to explore the possibility of relocating the Welcome Center to the Ward Hernandez Building at 400 Osborne Street, reviewing renovation estimates and reporting back to Council at the September 16th City Council meeting. Councilmember Post seconded the motion. Voting was unanimous in favor of the motion.

C. CITY MANAGER'S EVALUATION (*): *Mayor William T. DeLoughy*

Mayor William T. DeLoughy congratulated Mr. Crowell (City Manager) on a job well done and the positive review received from Councilmembers. Mayor DeLoughy gave a brief overview of several comments submitted by various Councilmembers. Councilmember Gant questioned why the City Manager did not receive a raise when he did such an excellent job for the City. Mr. Crowell thanked the Mayor and Council for their direction and accolades but stated he would rather discuss the pay raise at another time. Mr. Crowell also thanked City personnel for their hard work and contributions to the City.

Councilmember Post made a motion to approve the City Manager's Review. Councilmember Bird seconded the motion. Voting was unanimous in favor of the motion.

D. ORANGE HALL AIR CONDITIONING BIDS (*): Bobby Marr
Request authorization to replace the air conditioning system at Orange Hall

Councilmember Post made a motion to award the Orange Hall Air Conditioning bid to Greens HVAC, Inc. in the amount of \$10, 950. Councilmember Bird seconded the motion. Voting was unanimous in favor of the motion.

E. BUDGET ORDINANCE-SALARY INCREASE ADJUSTMENTS (*): Jennifer Brown
Request department line item adjustments for the following: Regular Employees, Overtime, FICA, Retirement, Workers Compensation and Contract Labor (Cemetery)

Councilmember Post made a motion to approve the Budget Ordinance for line item adjustments for Regular Employees, Overtime, FICA, Retirement, Workers Compensation and Contract Labor (Cemetery). Councilmember Bird seconded the motion. Voting was unanimous in favor of the motion.

F. FINANCE COPIER LEASE (*): Jennifer Brown
Request authorization to enter into a lease agreement with Konica Minolta Business Solutions for a copy machine in the Finance Department

Councilmember Post made a motion to authorize Mayor William T. DeLoughy to sign a 48 month lease with Konica Minolta Business Solutions for a copy machine in the Finance Department in the amount of \$210.43 per month. Councilmember Bird seconded the motion. Voting was unanimous in favor of the motion.

REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:

- A. CITY CALENDAR: City Clerk**
The City Clerk announced the upcoming events, activities and meetings up to September 16, 2013.

REPORT OF MAYOR:

Mayor DeLoughy commented on a meeting he attended regarding Cumberland Oaks and establishing rapport with members of the community, City Manager and Chief of Police. Mayor DeLoughy also commented on ideas for Exit 1.

GRANTING AUDIENCE TO THE PUBLIC:

Larry White, 102 Sylvia's Court: Mr. White reminded Council of Tourism's deadline to move.

Joe Beth Bird, 107 Salt Grass Trace: Mrs. Bird commented that billboards might be a useful tool in attracting tourist from I-95 to visit St. Marys and discover the various activities (i.e. festivals, fishing, bed & breakfast and great restaurants) available.

MAYOR AND COUNCIL COMMENTS:

Councilmember Post stated he supports beautifying Exit 1 area. Councilmember Post requested data on the cost to replace a palm tree damaged during a storm near the fountain at Howard Gilman Memorial Park. Councilmember Post stated he would like the renovation at Orange Hall to be completed by September 30th due to the ten year anniversary ceremony for the Coast Guard

that is scheduled to be held at 10:00 a.m. there. Councilmember Morrissey congratulated the St. Marys Police Department on their event held at St. Marys Middle School on Saturday, August 17, 2013 for the public. Councilmember Morrissey thanked City personnel for all their hard work and dedication to the City.

CITY MANAGER'S COMMENTS:

Mr. Crowell gave a brief update on Gaines Davis appraisals, weeds in the Osborne Street medians and the issue with foxes in the City.

EXECUTIVE SESSION:

There was no "Executive Session" at this time.

ADJOURNMENT:

Councilmember Bird made a motion for adjournment. Councilmember Stasinis seconded the motion. Mayor DeLoughy declared the meeting adjourned at 7:18 p.m.

Respectfully submitted,

Deborah Walker-Reed, City Clerk

DRAFT

CITY OF ST. MARYS, GEORGIA
SPECIAL CALLED CITY COUNCIL MEETING
September 4, 2013
2:00 p.m.

MINUTES

The Mayor and City Council for the City of St. Marys, Georgia met for a Special Called City Council session on Wednesday, September 4, 2013 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor William T. DeLoughy
Councilmember Sidney Howell
Councilmember John Morrissey
Councilmember Keith Post
Councilmember Nancy Stasinis

ABSENT

Councilmember Greg Bird
Councilmember Jim Gant

CITY OFFICIALS PRESENT:

Steven S. Crowell, City Manager
Jennifer Brown, Finance Director
Bobby Marr, Public Works Director
Robby Horton, Fire Chief
Roger Weaver, Planning Director
Tim Hatch, Chief of Police

CALL TO ORDER:

Mayor DeLoughy called the Special Called City Council Meeting to order at 2:00 p.m. Councilmember Howell gave the invocation. Mayor DeLoughy led the audience in the pledge of allegiance. Council roll call indicated a quorum of Council members present for the meeting.

BUSINESS:

A. FIRE & EMS CONSOLIDATION FEASIBILITY STUDY JOINT COMMITTEE APPOINTMENTS:

Mayor William T. DeLoughy

Mayor DeLoughy gave a brief overview of his experience with consolidation and his views on the Fire & EMS Consolidation Feasibility Study. Councilmember Post made a motion to appoint Councilmembers Jim Gant and John Morrissey to the Fire & EMS Consolidation Feasibility Study Joint Committee along with the City Manager (Steven Crowell, Jr.), Fire Chief (Robby Horton) and Finance Director (Jennifer Brown) to review the report and submit a recommendation to Council. Councilmember Stasinis seconded the motion. Councilmember Post moved for discussion.

Councilmember Post commented that it was important to have an independent company conduct the study. He also stated it was important to discuss the study objectively; however he did not see large savings in the report. Councilmember Post also commented on locations

of fire stations, the excellent job performed by St. Marys fire personnel and his views on consolidation. Councilmember Morrissey stated he would prefer if the audience had an opportunity to express their opinions.

GRANTING AUDIENCE TO THE PUBLIC: (Added 09/04/2013)

Tom Canning, 410 Point Peter Place: Mr. Canning requested that Council might want to consider appointing someone that was not up for election.

Jay Lassiter, 202 Ready Street: Mr. Lassiter commented on consolidation in the City.

Dave Schmitz, 112 New Hammock Circle: Mr. Schmitz commented on consolidation and City Council.

Bob Nutter, 521 Moeckel Place: Mr. Nutter commented on consolidation and current fire services at the St. Marys Fire Department.

Councilmember Stasinis commented it was important to review the report to ascertain various ways to improve the system, share resources and collaborate. Councilmember Howell stated he was not in favor of consolidation if the savings were not substantial. Councilmember Morrissey gave a brief overview of his thoughts on the report, objectives for assisting on the Joint Committee and consolidation. The Mayor stated a work session might be needed once the Joint Committee had an opportunity to meet, review the report and formulate suggestions. Voting was unanimous in favor of the motion.

B. ORANGE HALL AIR CONDITIONING BIDS: *Bobby Marr*

Councilmember Stasinis made a motion terminate the contract that was awarded to Greens HVAC, Inc. for air conditioning work at Orange Hall per their request. Councilmember Post seconded the motion. Voting was unanimous in favor of the motion.

Councilmember Howell made a motion to award the contract to Turner Brothers Heating & Air for air conditioning work at Orange Hall in the amount of \$12,455. Councilmember Morrissey seconded the motion. Councilmember Morrissey moved for discussion. Councilmember Post asked the Public Works Director (Bobby Marr) if every business was contacted that previously submitted a bid. Mr. Marr commented that all companies were contacted. Voting was unanimous in favor of the motion.

ADJOURNMENT:

Councilmember Post made a motion for adjournment. Councilmember Howell seconded the motion. Mayor DeLoughy declared the meeting adjourned at 2:28 p.m.

Respectfully submitted,

Deborah Walker-Reed, City Clerk

Proposal to City Council for a Discovery Center for St. Marys, Georgia

Proposal

We are asking the City Council of St. Marys to establish a Discovery Center in St. Marys for education and research. We feel a strong partnership with Georgia Southern University would be advantageous to both entities. Along with Georgia Southern University other partners would include Camden County School District, Cumberland Island National Park and possibly other local entities that are still being considered.

Along with education and research of the environment affecting the river the Discovery Center would be accessible to the public. A museum may be available on or near the site showcasing our city's rich history, our river, and the marshland's unique ecosystem that should be researched.

Location

The proposed site for the Discovery Center would be the old Waste Water Treatment Plant on Weed St. in downtown St. Marys. The location has been reviewed by possible partners and has been deemed an excellent site for this project. Its access to the marsh, close by docking, and buildings already on site, make it the perfect site.

Partnerships

Since **Georgia Southern University STEM (Science, Technology, Engineering and Mathematics) Education Institute** is already in Camden County working with our students and we thought they would be a perfect fit. GSU and Camden County School District have already expressed a high degree of interest in this project. They are also considering coastal research along the St. Marys River as well as on Cumberland Island.

GSU has expressed an interest in assisting and assigning our local students, as well as bringing in GSU students, for research and education projects. GSU has agreed to assist with curriculum development needed for projects. This project would be interdisciplinary and will focus on research on ecological models such as

effects of dredging and integrity of marshlands in our area compared to other communities along the Golden Isles.

Along with the study of our environment Georgia Southern University has expressed interest in researching the history of St. Marys, Camden County and the St. Marys River. This may require additional communication with the history experts at GSU and the Museum Director at GSU.

Camden County School District has begun STEM Education initiatives and would benefit greatly from this project. Not only enhancing student education through research and advanced curriculum from GSU scientists, but students can also learn about the importance of our river and the fragile ecosystem that exist. STEM Education initiatives are taught at the high school level, middle school and elementary schools. Earning STEM designation for our school system and can open up to additional funding through grants from outside sources.

Camden County schools already have preexisting partnerships that could help our schools receive STEM Designation as a STEM program which may be the first of its kind in rural Georgia. This partnership with research scientists and local leadership, both public and private, would be the first step to accomplishing this goal for Camden County Schools.

A project such as this used by our students can also create additional eligibility via Department of Defense Education Activity (DoDEA) Grants under DoDEA's science and mathematics initiative, which is tied to the national conversation on STEM education. This will continue to form closer relationships with Kings Bay Naval Submarine Base.

The Discovery Center Project can offer our students the opportunity to participate in Citizen Science Projects, which would enhance their learning and contribute to data collection from our potential research partners through GSU and Camden County Schools.

Cumberland Island National Park has expressed interest in this project to further research project in and around Cumberland Island. They have already set aside a classroom and offered a dormitory for those staying on the island for these

purposes. This relationship has the potential to bring in other colleges and attract high school students participating in STEM programs in other area schools.

Other Partners have been contacted about this project for their involvement but at this time there are no commitments being made.

COST

Because the city already owns the property along with two buildings on site the cost to begin this project will be minimal. The demolition for the equipment on site, pumps, MCC, and some piping has already been budgeted for. If renovations are needed there may be some small cost. We will also need some classroom equipment which will add to the cost, however, we believe because of the nature of this project and the partners involved, any needed revenue could be raised through private foundations, government grants and both State and Federal Education Grants and Funds, and grants are available for STEM Projects.

By partnering with others we can use their resources and have access to their fund raising sources. This will cut the cost of needed curriculum, educators, and possibly any specialized equipment that may be needed.

PROJECT MANAGEMENT

Management responsibilities will be discussed at future meetings with all partners involved. By retaining ownership of the property the city may want these responsibilities clearly defined.

The City Manager and the Planning Director should assist in outlining responsibilities and limitations of the project at start-up and continuing with ongoing operation. This does not mean the daily operation of the Center.

We strongly believe that a foundation, much like that of Orange Hall, should be formed to manage the daily operation. The foundation should be made up of members from each partner and the city. Their qualifications can be set at a later meeting. We would like to request a preference for educators, former educators, and related fields.

CONCLUSION

We feel this project is a win-win proposition for The City of St. Marys and its citizens. We give our students access to higher education, we form stronger relationships with entities within our community and we have a chance to put our name out there as a major player in environmental education as well as environmental research.

Many times in St. Marys we talk about being a “Destination”. We have spent thousands of dollars conducting studies that have minimal results. This type of project makes us a destination.

A destination for tourist: Something to show along with our rich history, our great community, and of course Cumberland Island.

A destination for students: Not just K-12, but graduate and post-graduate as well. Education programs can also be extended to others such as environmentalist and those interested in enhancing their knowledge.

A destination for researchers: Allowing for more advanced research by scientist and educators.

Respectfully Submitted,

R.G. Rillo, Jeremy Spencer, John King

*Planning Commission
Announcement*

*Camden County Board of Education-
Sex Education Instructional Materials
Review Appointment*



CITY OF ST. MARYS
BOARD VOLUNTEER APPLICATION

Date: 9-06-13

Board interested in serving on: Sex Education Review Material

Name: Arlene C. Norris

Address: 200 Margaret St.

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

Contact Phone Numbers: 912-882-5562

E-mail Address: acnorris@tds.net

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

Retired Teacher

Served on this committee for number of terms

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

Always interested in Education

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: Arlene C. Norris

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

CITY COUNCIL MEETING
September 16, 2013

TITLE: Exploration of welcome center move to the Ward Hernandez Building (400 Osborne Street).

PURPOSE: The CVB motion to move the welcome center to 400 Osborne Street carried at the August CVB meeting. We'd like Council's final approval for use of the building on a rent free basis.

RECOMMENDATION: Approve CVB use of the Ward Hernandez Building at the welcome center on a rent free basis. The CVB would be responsible for utilities. (Additionally, there is some rehabilitation of the building that needs to be discussed and funding sources considered.) The ultimate benefit to tourism is that we will be located in a city owned building and more money will available to strengthen our budget in all areas with a big boost to the marketing budget, which would allow us to increase promoting St. Marys as a tourist destination more effectively.

HISTORY/ANALYSIS:

We began our lease at \$650 per month including utilities. The following year we went to \$1,000 with a utility allowance of \$350 per month. The current lease, which expires on December 31, is at \$1,000 per month with the CVB paying all utilities. Notice of intent to move or stay is required by the end of September. The building owner had previously proposed \$1,800 the first 6 months of the lease and \$2,250 the second six months of the lease. Landlord is now willing to give us the option of staying at \$1,000 if we take on the responsibility of all repairs and maintenance (Heating, Air, Electric & Plumbing) and is willing to extend the current terms of the lease beyond December or extend a \$100 per month increase to \$1,100.

Expenses to rahab the Ward Hernandez building for ideal use including handicap access, new sidewalk (due to new handicap access), ramp or "curb cut" for golf carts on Conyers side, possible removal of two walls, partial replacement of carpeting, removal of old gate and barbed wire, installation of new gate in back, bathroom upgrades and make ladies room handicap accessible, courtyard pavers, and minor improvements like paint. I anticipate that the meeting rooms would still be available for public use as available.

Rough estimated expenses to bid out all but minor projects and the physical move could be \$65,000.00
Rough estimate expenses if Public Works Department does majority of the required work could be \$40,000.00-45,000.00 An option might also include seeing have the prisoners through the County might be available for assistance.

DDA has gotten by without Handicap access, but the demographics of our guests and the number of guests we receive annually make access an important issue. Funding sources to be considered are SPLOST, General Fund or a long-term loan to the CVB.

The CVB will have some additional expenses to initially create the type of experiential environment that guests at our current.

Department Director: Angela Wigger
City Manager: _____

CITY COUNCIL MEETING

September 16, 2013

NEW BUSINESS: Set a date for a work session to continue discussion on parking in yards and related issues.

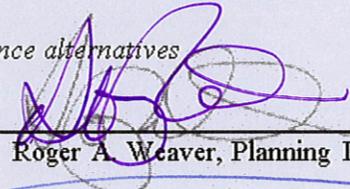
PURPOSE: Set a date for a work session to continue discussion on parking in yards and related issues and review alternatives prepared by staff.

RECOMMENDATION: Planning staff recommends approval.

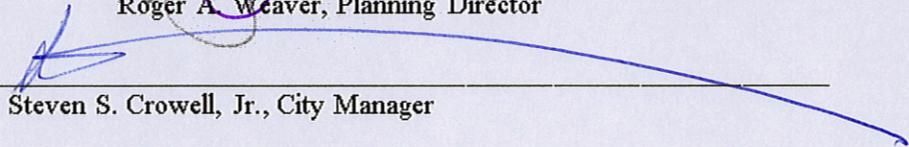
HISTORY/ANALYSIS: At the August 19, 2013 work session prior to the City Council meeting it was requested that an additional work session be scheduled to continue this discussion. Council also asked that drafts of possible 'ordinances' that would address these issues be presented for review prior to this work session.

ATTACHMENTS: *Ordinance alternatives*

Department Director: _____


Roger A. Weaver, Planning Director

City Manager: _____


Steven S. Crowell, Jr., City Manager

1 **ST. MARYS CITY COUNCIL**
2 **ST. MARYS, GEORGIA**

3
4 At the regular meeting of the St. Marys City Council, held in the St. Marys City Hall,
5 St. Marys, Georgia:

6
7 Present:

8
9 William DeLoughy, Mayor
10 Greg Bird, Councilman, Post 1
11 Nancy Stasinis, Councilwoman, Post 2
12 Jim Gant, Councilman, Post 3
13 Keith Post, Councilman, Post 4
14 John Morrissey, Councilman, Post 5
15 Sidney Howell, Councilman, Post 6
16

17 On motion of _____, which carried _____, the
18 following Ordinance amendment was adopted:
19

20 AN AMENDMENT TO THE CODE OF ORDINANCES, CITY OF ST.
21 MARYS, GEORGIA, SECTION 110-125 TO ADD SECTIONS (f) and
22 (g) TO REGULATE OFF STREET PARKING OF STORED VEHICLES,
23 ETC. IN THE FRONT AND SIDE YARDS OF RESIDENTIAL
24 OCCUPANCIES AND FOR OTHER PURPOSES.
25

26 Be it, and it is, hereby ordained by the Mayor and Council of the City of St. Marys,
27 this ___ day of _____, 2013 that section 110-125 of the Code of Ordinances, City of
28 St. Marys, Georgia is hereby amended to read as follows:
29

30 Sec. 110-125. - Location of off-street parking areas
31

32 (f) In all residential zones, the storage of all vehicles, boat, cargo or other trailers
33 and or recreational/camping vehicles, motorcycles and boats shall be located
34 in the side or rear of the property, and screened by an opaque six (6) foot
35 high fence or located in an inconspicuous location not viewable from the
36 street. All trucks, other than 4 wheel pickup trucks or six wheel dualie pickup
37 trucks, are prohibited from being parked on any residential property except for
38 contractors actively performing work on the property, or moving vans
39 facilitating the move in or out of any resident. One marked work vehicle used
40 by the resident shall be permitted at any properly zoned residential unit.
41

42 All vehicles on the property must have a current and valid registration and be
43 able to show proof of insurance, regardless of condition of the vehicle.
44 Vehicles enclosed within a garage or behind the 6'-0" opaque fence in the
45 side and rear yard will be exempt from this requirement.
46 No vehicle repair shall be performed in the driveway unless it is a short-term
47 repair of duration less than 48 hours. Longer term vehicle repair shall be
48 performed inside the garage and not outside the garage.
49

50 Cars boats motor homes, recreation vehicles, motorcycles or other property

51 being offered for sale may not be displayed in the front yard or next to the
52 street to attract possible buyers.

53
54 No tractor trailer and cab (over seven wheels) shall be located in any
55 residential front or side yard and shall not be parked in an area not so
56 designated for the parking of these vehicles. Narrow residential zoned streets
57 shall not be used for parking of these vehicles. Any damage to curbs or
58 sidewalks caused by the illegal use of these areas for the parking of tractor
59 trailers and/or cab will be the responsibility of the tractor trailer and/or cab
60 owner to either repair or compensate the City or Property Owner for the
61 damage, whichever is applicable.

62 (g) Carports shall not be located within any front, side, or rear yard. A building
63 permit will be required for the construction of a carport.

64 (h) As of the date of passage of this ordinance and from this point forward, there shall be
65 a maximum of five (5) vehicles (two axle/four wheel cars, two axle/four wheel pickup
66 trucks, or two axle/six wheel dualies) parked in any yard of any residence in the R-1,
67 R-2, R-4, and R-5 zones. With the exception of operable vehicles owned by active
68 duty military and their dependents that are properly registered in their home state,
69 these vehicles shall have current legal registration from the State of Georgia, valid
70 and current insurance, and be in an operable condition.

71 (i) Vehicles belonging to visitors to the residence will be limited to a 72 hour period.

72 (j) No major maintenance of any vehicle shall be accomplished in any yard of the
73 residence. Major maintenance shall be defined as any procedure that requires the
74 vehicle to be inoperable for over 24 hours. Minor maintenance shall be defined as
75 any procedure that can be accomplished within an 8 hour daylight period.
76 Maintenance accomplished within a garage (garage door open or closed) shall be
77 exempt from this subsection 'h'.
78

79 **This Amendment** shall become effective upon passage.
80

81 **ST. MARYS CITY COUNCIL**
82 **ST. MARYS, GEORGIA**

83
84
85
86 _____
87 WILLIAM T. DELOUGHY, MAYOR

88 ATTEST:

89
90 _____
91 DEBORAH WALKER-REED, CITY CLERK
92 CITY OF ST. MARYS, GEORGIA

93 TO FORM

94
95
96 _____
97 CITY ATTORNEY

1 **ST. MARYS CITY COUNCIL**
2 **ST. MARYS, GEORGIA**

3
4 At the regular meeting of the St. Marys City Council, held in the St. Marys City Hall,
5 St. Marys, Georgia:

6
7 Present:

8
9 William DeLoughy, Mayor
10 Greg Bird, Councilman, Post 1
11 Nancy Stasinis, Councilwoman, Post 2
12 Jim Gant, Councilman, Post 3
13 Keith Post, Councilman, Post 4
14 John Morrissey, Councilman, Post 5
15 Sidney Howell, Councilman, Post 6
16

17
18 On motion of _____, which carried _____, the
19 following Ordinance amendment was adopted:

20
21 AN AMENDMENT TO THE CODE OF ORDINANCES, CITY OF ST.
22 MARYS, GEORGIA, SECTION 110-125 TO ADD SECTIONS (f) and
23 (g) TO REGULATE OFF STREET PARKING OF STORED VEHICLES,
24 ETC. IN THE FRONT AND SIDE YARDS OF RESIDENTIAL
25 OCCUPANCIES AND FOR OTHER PURPOSES.
26

27 Be it, and it is, hereby ordained by the Mayor and Council of the City of St. Marys,
28 this ___ day of _____, 2013 that section 110-125 of the Code of Ordinances, City of
29 St. Marys, Georgia is hereby amended to read as follows:

30
31 Sec. 110-125. - Storage and parking of trailers and commercial vehicles and location
32 of off-street parking areas

33 a. Commercial vehicles and trailers of all types, including travel, boat, camping
34 and hauling, shall not be parked or stored on any lot occupied by a dwelling
35 or any lot in any residential district except in accordance with the following
36 requirements:

37 a. No more than one (1) commercial vehicle per dwelling shall be
38 permitted, the size of which shall be no larger in size than a pick-up
39 truck, panel truck or van and is limited in size to a one-ton carrying
40 capacity; and in no case shall a commercial vehicle used for hauling
41 explosives, gasoline or liquefied petroleum products be permitted.

42 b. Travel trailer, hauling trailers, or boat trailers shall be permitted if
43 parked or stored behind the front yard building line.

44 c. A travel trailer shall not be occupied either temporarily or permanently
45 while it is parked or stored in any area except in a travel park
46 authorized under this Ordinance.

47 d. No tractor trailer and cab (over seven wheels) shall be located in any
48 residential front or side yard and shall not be parked in an area not so

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designated for the parking of these vehicles. Narrow residential zoned streets shall not be used for parking of these vehicles. Any damage to curbs or sidewalks caused by the illegal use of these areas for the parking of tractor trailers and/or cab will be the responsibility of the tractor trailer and/or cab owner to either repair or compensate the City or Property Owner for the damage, whichever is applicable.

- e. Carports shall not be located within any front, side, or rear yard. A building permit will be required for the construction of a carport.
- f. As of the date of passage of this ordinance and from this point forward, there shall be a maximum of five (5) vehicles (two axle/four wheel cars, two axle/four wheel pickup trucks, or two axle/six wheel dualies) parked in any yard of any residence in the R-1, R-2, R-4, and R-5 zones. With the exception of operable vehicles owned by active duty military and their dependents that are properly registered in their home state, these vehicles shall have current legal registration from the State of Georgia, valid and current insurance, and be in an operable condition.
- g. Vehicles belonging to visitors to the residence will be limited to a 72 hour period.
- h. No major maintenance of any vehicle shall be accomplished in any yard of the residence. Major maintenance shall be defined as any procedure that requires the vehicle to be inoperable for over 24 hours. Minor maintenance shall be defined as any procedure that can be accomplished within an 8 hour daylight period. Maintenance accomplished within a garage (garage door open or closed) shall be exempt from this subsection 'h'.

This Amendment shall become effective upon passage.

**ST. MARYS CITY COUNCIL
ST. MARYS, GEORGIA**

WILLIAM T. DELOUGHY, MAYOR

ATTEST:

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

TO FORM

CITY ATTORNEY

1 **ST. MARYS CITY COUNCIL**
2 **ST. MARYS, GEORGIA**
3

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

5
6 Present:

7
8 William DeLoughy, Mayor
9 Greg Bird, Councilman, Post 1
10 Nancy Stasinis, Councilwoman, Post 2
11 Jim Gant, Councilman, Post 3
12 Keith Post, Councilman, Post 4
13 John Morrissey, Councilman, Post 5
14 Sidney Howell, Councilman, Post 6
15

16 On motion of _____, which carried _____, the following
17 Ordinance amendment was adopted:
18

19 AN AMENDMENT TO THE CODE OF ORDINANCES, CITY OF ST. MARYS,
20 GEORGIA, SECTION 110-125 TO ADD SECTIONS (f) and (g) TO REGULATE OFF
21 STREET PARKING OF STORED VEHICLES, ETC. IN THE FRONT AND SIDE YARDS
22 OF RESIDENTIAL OCCUPANCIES AND FOR OTHER PURPOSES.
23

24 Be it, and it is, hereby ordained by the Mayor and Council of the City of St. Marys, this ___ day of
25 _____, 2013 that section 110-125 of the Code of Ordinances, City of St. Marys, Georgia is hereby
26 amended to read as follows:
27

28 Sec. 110-125. - Storage and parking of trailers and commercial vehicles and location of off-street
29 parking areas.
30

31 1. Residential zones R1, R2, R3, R4, R5:

- 32 a. Travel trailer, hauling trailers, or boat trailers shall be permitted if parked or stored behind
33 the front yard building line. A travel trailer shall not be occupied either temporarily or
34 permanently while it is parked or stored in any area except in a travel park authorized under
35 this Ordinance.
36 b. No tractor trailer and cab (over seven wheels) shall be located in any residential front or side
37 yard and shall not be parked in an area not so designated for the parking of these vehicles.
38 Narrow residential zoned streets shall not be used for parking of these vehicles. Any
39 damage to curbs or sidewalks caused by the illegal use of these areas for the parking of
40 tractor trailers and/or cab will be the responsibility of the tractor trailer and/or cab owner to
41 either repair or compensate the City or Property Owner for the damage, whichever is
42 applicable.
43 c. Carports shall not be located within any front, side, or rear yard. A building permit will be
44 required for the construction of a carport.
45 d. As of the date of passage of this ordinance and from this point forward, there shall be a
46 maximum of five (5) vehicles (two axle/four wheel cars, two axle/four wheel pickup trucks, or
47 two axle/six wheel dualies) parked in any yard of any residence in the R-1, R-2, R-4, and R-
48 5 zones With the exception of operable vehicles owned by active duty military and their
49 dependents that are properly registered in their home state, these vehicles shall have
50 current legal registration from the State of Georgia, valid and current insurance, and be in an
51 operable condition.
52 e. Vehicles belonging to visitors to the residence will be limited to a 72 hour period.
53 f. No major maintenance of any vehicle shall be accomplished in any yard of the residence.
54 Major maintenance shall be defined as any procedure that requires the vehicle to be
55 inoperable for over 24 hours. Minor maintenance shall be defined as any procedure that

56 can be accomplished within an 8 hour daylight period. Maintenance accomplished within a
57 garage (garage door open or closed) shall be exempt from this subsection 'h'.
58

59 2. Commercial/Institutional/industrial buildings:
60

61 The principal building or freestanding canopy on a lot facing and nearest to an existing City or
62 State arterial or major collector road shall be set back at least 25 feet but no more than 35 feet
63 from the right-of-way line. The frontage landscape strip shall be no less than 20 feet wide. A
64 one-way drive may be located between the frontage landscape strip and the principal building or
65 freestanding canopy when required for circulation on a property limited to only one entrance
66 driveway. All vehicular parking or loading areas serving such principal buildings shall be located
67 to the side or rear of the building.
68

69 3. Residential Home office: Parking and storage.
70

71 No materials, equipment or business vehicles shall be stored or parked on the premises unless
72 they are confined entirely within the residence or an enclosed garage, except that one business
73 vehicle (the carrying capacity of which shall not exceed one and one-half tons) used exclusively
74 by the resident may be parked in a carport, garage or rear or side yard. This shall not include
75 vehicles engaged in work on the parcel, such as: earth-moving equipment or a wrecker, dump
76 truck, flat bed truck, tow truck, or any truck with more than 6 wheels or more than 2 axles, or
77 any van capable of carrying more than 15 passengers, including the driver.
78

79 There shall be no parking spaces provided or designated specifically for the home office. See
80 Section 110 for additional data regarding the establishment and operation of a home office.
81

82 4. Residential Home business: Parking and storage.
83

84 No materials, equipment or business vehicles shall be stored or parked on the premises unless
85 they are confined entirely within the residence or an enclosed garage, except that one business
86 vehicle (the carrying capacity of which shall not exceed one and one-half tons) used exclusively
87 by the resident may be parked in a carport, garage or rear or side yard. This shall not include
88 vehicles engaged in work on the parcel, such as: earth-moving equipment or a wrecker, dump
89 truck, flat bed truck, tow truck, or any truck with more than 6 wheels or more than 2 axles, or
90 any van capable of carrying more than 15 passengers, including the driver. See Section 110 for
91 additional data regarding the establishment and operation of a home business.
92

93 No more than one vehicle of any business customer or client may park at the location of the
94 home occupation at any time.
95

96 **This Amendment** shall become effective upon passage.
97

98 **ST. MARYS CITY COUNCIL**
99 **ST. MARYS, GEORGIA**

100
101
102 _____
103 WILLIAM T. DELOUGHY, MAYOR
104 ATTEST:

105
106 _____
107 DEBORAH WALKER-REED, CITY CLERK
108 CITY OF ST. MARYS, GEORGIA

109 TO FORM

110 _____
CITY ATTORNEY

CITY COUNCIL MEETING

September 16, 2013

TITLE: Relocation of Economic Development functions/offices.

PURPOSE: To consider locating the City of St. Marys Economic Development function (offices) in Kingsland.

RECOMMENDATION: Continue to have the St. Marys economic development offices and functions located in City Hall and continue to work closely with the other economic development entities in the County.

HISTORY/ANALYSIS: I received a request from the Chamber of Commerce to “relocate” (actually move the offices and functions) or “co-locate” (have an office/area in the joint billing available for our use) the economic development offices/functions to a building to be occupied by the Chamber of Commerce; the Camden Partnership; the Joint Development Authority; and the City of Kingsland (economic development function). It is my understanding the intent of the move is to facilitate improved coordination among the entities and to share costs related to economic development. It is my understanding that the plan is to have the move completed within the next several months.

It is my understanding that the above referenced entities will be sharing a building and resources. It is my understanding that the building will be located somewhere in Kingsland (the Chamber will be moving from their current location in St. Marys). The economic development entities have offered to allow the City of St. Marys Economic Development function to locate in the building as well.

I have not had detailed discussions about potential costs associated with the move, nor how operating costs might be shared. If Council is interested in relocating our primary economic development function to the shared facility, then we can prepare a more detailed cost estimate. If the entire economic development function would move, then we would need to hire an additional executive assistant in the Mayors/City Manager’s Office (since I presume the Economic Development Executive Assistant would need to move to the shared facility to assist the Economic Development Director). I presume, there would be costs associated with building and furnishing the office for the Economic Development Director and Executive Assistant. I understand that there will be a discussion among the entities about how the entities will share staffs (and operational expenses).

Instead of relocating the entire economic development function and offices to the shared Kingsland facility, one option would be to ensure there is an opportunity/space in the shared facility for the St. Marys Economic Development Director to meet and conduct business as necessary (I am not sure of the cost implications of this option). With this option, the primary location of the St. Marys Economic Development offices would be in City Hall.

I think there is merit to continuing to have the Economic Development Director (function) located in St. Marys. I think it is important to have the continual focus of economic development in the city (including other related meetings such as the Downtown Development Authority). Continuing to have the economic development function located in St. Marys does not preclude the Economic Development Director from continuing to work closely with the above referenced entities. I do think that not being in close association with the above referenced entities will be somewhat detrimental for our Economic Development efforts.

From an operational perspective, locating the economic development function and offices either in City Hall or in the above referenced shared use building will work.

Department Director: _____

City Manager _____

CITY COUNCIL MEETING

September 16, 2013

TITLE: Funding support for Haddock Road and St. Marys Road improvements.

PURPOSE: To indicate City Council support for funding improvements to Haddock Road and St. Marys Road.

RECOMMENDATION: Staff recommends the following actions:

1. Indicate city support for the referenced project in the estimated total cost of \$600,000 with a local match estimate (minimum) of \$180,000; and
2. Authorize the Mayor to execute a letter and any other appropriate documents to communicate to the Georgia Department of Transportation the City of St. Marys' support for the referenced improvements and to authorize a meeting with the appropriate personnel to convey the city's support for the referenced improvements; and
3. Authorize the Mayor to seek funding for the referenced improvements from the Georgia Department of Transportation and any other appropriate sources.

HISTORY/ANALYSIS: Per City Council's previous direction, staff discussed with the Georgia Department of Transportation representative Ann Purcell the merits of constructing improvements to Exit 1, specifically at Haddock Road and St. Marys Road. The meeting was constructive. Essentially the results of the meeting were for the City of St. Marys to garner support for the project and make a proposal to the Georgia Department of Transportation.

The attached aerial provides a conceptual depiction of the contemplated improvements at Haddock Road and St. Marys Road. There has not yet been a design of the proposed improvements completed. The proposed conceptual improvements are not the ultimate improvements for the entire Exit 1 interchange, which would improve overall traffic movements in the intersection. The estimated cost of the initial (proposed) improvements will be approximately \$523,000 to \$600,000 (see attached), which includes design. The estimated cost of the ultimate improvements at Exit 1 would be approximately \$20 to \$30 million.

Staff has discussed the proposed projects with representatives from Pilot and City of Kingsland (we would still need to meet with representatives from Camden County and adjacent property owners as well to advise them of the potential project). Pilot and Kingsland have indicated support of the project, but stated they were not in a position to participate in funding the project (the local share amount). Thus, the local share amount of approximately \$180,000 (minimum) would be funded by the City of St. Marys. Note, however, that the state funding source may have a \$200,000-\$250,000 funding amount limitation, which would necessitate the city providing a local share in the amount of approximately \$273,000 to \$350,000.

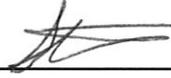
If Council is agreeable to funding the referenced project up to \$350,000, then staff recommends communicating the City Council's support to the Georgia Department of Transportation for their consideration. Staff also contemplates the necessity for the appropriate City of St. Marys elected officials to meet with Georgia Department of Transportation personnel in Atlanta to seek the above referenced funding. It might also be prudent to ask the City of Kingsland, Camden County, and Pilot for letters of support for the project.

One potential funding source from the Georgia Department of Transportation would be unused funds from other state projects. Various funding options for the city's local match could be discussed in further detail. Such options include using LMIG money accumulated over a two to three year period; SPLOST; use of fund equity; anticipated savings from the current budget year; budget for next (subsequent) years; or a combination of the above. As you will recall, the state previously assumed control of \$100,000 in federal funds (earmarks) previously awarded to the city. Although it may be doubtful that we will get a "credit" for the \$100,000, we may be able to use the situation in our favor towards the reference projects.

Options include not proceeding with the project at this time; working with other entities to participate in funding; request state funding even with a minimal local match amount; or not proceed with the interim improvements and seek approval from the state for the ultimate interchange improvements.

Once a design has been completed, we will be better able to estimate costs.

Department Director: _____

City Manager:  _____



North Bound I-95 Entrance Ramp

Haddock Road

New Merge Lane

New Right Turn / Deceleration Lane

Existing Strain Poles Typ

New Right Turn / Deceleration Lane

St. Marys Road



St. Marys Road / I95 Exit 1 Improvements

Cost Estimate

Engineering

Environmental Documents	1	LS	\$49,500.00	\$49,500.00
Design	1	LS	\$21,000.00	\$21,000.00
Permitting	1	LS	\$6,200.00	\$6,200.00
Construction Documents	1	LS	\$2,500.00	\$2,500.00
Construction Admin	1	LS	\$32,000.00	\$32,000.00
As built	1	LS	\$7,500.00	\$7,500.00

Construction

Demo

Curb and Gutter	170	LF	\$20.00	\$3,400.00
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Sanitary Sewer

Lower Ring & Cover	1	LS	\$1,500.00	\$1,500.00
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Traffic Signal Modifications

	1	LS	\$65,000.00	\$65,000.00
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Storm

Curb and Gutter	1275	LF	\$25.00	\$31,875.00
24" RCP	100	LF	\$55.00	\$5,500.00
Catch Basin	1	EA	\$3,500.00	\$3,500.00
24" Flare End Sect	2	EA	\$640.00	\$1,280.00
Concrete Spillway	4	EA	\$1,100.00	\$4,400.00

Resurfacing (Haddock Rd)

Mill 1" depth	1500	SY	\$3.00	\$4,500.00
Tack	75	Gal	\$6.00	\$450.00
1.5" Asphalt 9.5 SP	143.88	Tons	\$120.00	\$17,265.60

Resurfacing (Entrance Ramp I95)

Mill 2" depth	680	SY	\$5.00	\$3,400.00
Tack	34	Gal	\$6.00	\$204.00
2" Asphalt 9.5 SP	74.8	Tons	\$120.00	\$8,976.00

Earth Work

Fill Material	1	LS	\$7,500.00	\$7,500.00
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New Pavement

subgrade	2150	SY	\$5.50	\$11,825.00
10" lime rock	2150	SY	\$16.00	\$34,400.00
Prime	430	Gal	\$10.00	\$4,300.00
4" Asphalt 25 SP	473	Ton	\$130.00	\$61,490.00
Tack	107.5	Gal	\$6.00	\$645.00

2" Asphalt 9.5 SP	236.5	Ton	\$120.00	\$28,380.00
Striping and Signage				
Hatch	395	SY	\$3.00	\$1,185.00
5" skip	0.11	GLM	\$1,000.00	\$110.00
5" solid	0.25	LM	\$1,500.00	\$375.00
Signs	1	LS	\$2,400.00	\$2,400.00
Erosion Control				
Silt Fence	1430	LF	\$4.00	\$5,720.00
Inlet Protection	5	EA	\$150.00	\$750.00
Check Dams	4	EA	\$4.50	\$18.00
Temp Grassing	1	LS	\$150.00	\$150.00
Permanent Grassing	1	LS	\$375.00	\$375.00
Traffic Control	1	LS	\$45,000.00	\$45,000.00
			Contingency	\$47,457.36
			Total	\$522,030.96



September 27, 2012

Mr. William DeLoughy
Mayor, City of St. Marys
418 Osborne Street
St. Marys, GA 31558-8402

Dear Mayor DeLoughy:

Pursuant to the Federal Highway Administration (FHWA) Memorandum dated August 16, 2012 regarding the reallocation of unobligated balances of FY 2003-2006 DOT appropriation acts projects, the Georgia Department of Transportation has determined that an unobligated balance for a project in the City of St. Marys, cannot be authorized by FHWA's deadline of December 31, 2012.

The project is PI #0006701 and has an appropriations description of "St. Marys Road Paving Project". We have confirmed with FHWA that no waiver or exception will be granted to a project that cannot authorize funds by December 31, 2012.

It is important for the State of Georgia to reallocate these funds to critical infrastructure projects rather than lapse the funds to USDOT. Moving forward, we will remain a partner with you and the City of St. Marys as we seek to identify resources to deliver the aspects of your project that are consistent with the state's strategic goals for transportation.

If you have any questions, please feel free to contact me at 404-631-1023 or tocarr@dot.ga.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Toby Carr".

Toby Carr
Director of Planning

TC:ah

cc: Keith Golden, Commissioner

CITY COUNCIL MEETING
September 16, 2013

TITLE: 4th Quarter Town Hall Meeting

PURPOSE: To schedule a Town Hall Meeting for Thursday, October 3, 2013 at 6:00 p.m.

RECOMMENDATION: Schedule a meeting to comply with the City's Code of Ordinance.

HISTORY/ANALYSIS: A "Town Meeting" designated and advertised as such will be held at 6:00 p.m. on the first Thursday of each quarter (January, April, July and October) which is not a City recognized holiday, to solicit input and requests from the general public. The issues coming before the "Town Meeting" will require no formal agenda.

Department

Director: _____

Richard A. Walker Head

City

Manager: _____

[Signature]



CITY COUNCIL MEETING

September 16, 2013

PURPOSE:

Authorize an agreement with an organization to represent the City's best interest into the development of the St. Marys Intracoastal Gateway Property.

RECOMMENDATION:

It is the recommendation of Economic Development staff and the St. Marys Intracoastal Gateway Steering Committee for the City Council to have FORAM Development, LLC to represent the City of St. Marys St. Marys Intracoastal Gateway property's development.

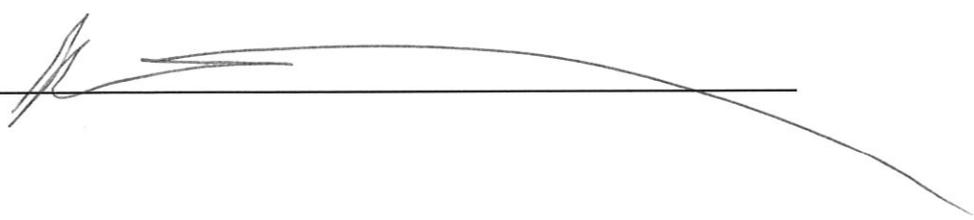
HISTORY:

The City of St. Marys issued a Request for Qualifications (RFQ) on June 6, 2012 for a creative and innovative development of the St. Marys Intracoastal Gateway (SMIG) property. The FORAM Group was one of two responders to the RFQ and was determined to be the most qualified responder. Subsequently, at the recommendation of FORAM Group, a feasibility study was conducted of the property which indicated that the highest and best use of the property was a hotel complex. In any case, FORAM Development, LLC, a sister company of FORAM Group has now offered to represent the City to locate the best development for the SMIG.

The SMIG Steering Committee has met and discussed contracting with FORAM Development, LLC, and has voted to recommend to the St. Marys City Council that they authorize an agreement between the City of St. Marys and FORAM Development, LLC to represent the City as the SMIG property is developed meeting the five objectives of the SMIG Steering Committee:

1. Citizen and Visitor Destination
2. Public Access to the Water
3. Enhance the Environment
4. Promote Economic Development
5. Historical Compatibility

Department Director: _____ 

City Manager: _____ 

Memorandum of Understanding

BETWEEN

City of St. Marys

AND

FORAM Development, LLC

I. PURPOSE

The purpose of this memorandum of understanding (MOU) is to define the understanding, responsibilities and working relationships between the City of St. Marys (City) and FORAM Development, LLC, in the development of the St. Marys Intracoastal Gateway (SMIG) property located at 100 Ready Street in St. Marys, Georgia.

The City of St. Marys issued a Request for Qualifications (RFQ) on June 6, 2012 for a creative and innovative development of the SMIG property. The FORAM Group was one of two responders to the RFQ and was determined to be the most qualified responder. Subsequently, at the recommendation of FORAM Group, a feasibility study was conducted of the property which indicated that the highest and best use of the property was a hotel complex. In any case, the FORAM Development, LLC, a sister company of FORAM Group has now offered to represent the City to locate the best development for the SMIG to meet the five development objectives which are:

1. Citizen and Visitor Destination
2. Public Access to the Water
3. Enhance the Environment
4. Promote Economic Development
5. Historical Compatibility

II. ROLES AND RESPONSIBILITIES

1. FORAM Development, LLC will serve in a fiduciary capacity and exclusive representative for the City of St. Marys to assist with the development of the SMIG property.

2. FORAM Development, LLC as the fiduciary and exclusive representative of the City of St. Marys will propose development plan(s), locate viable developer(s) and otherwise assist with SMIG development.

3. FORAM Development, LLC will work directly with an "Executive Committee" composed of 3 to 5 members of the SMIG Steering Committee and St. Marys Downtown Development Authority board members. It will be the responsibility of the "Executive Committee" to keep the St. Marys City Council, SMIG Steering Committee, and St. Marys Downtown Development Authority informed of development progress and status of the SMIG property. Also, it will be the

responsibility of FORAM Development LLC to provide regular reports of progress and status to the "Executive Committee" and on special occasions report to the St. Marys City Council if warranted.

III. GENERAL TERMS

1. FORAM Development, LLC will have no authority whatsoever to commit the use of the SMIG property without the approval of the St. Marys City Council.
2. The City of St. Marys City Council will not enter into a contract or agreement with another entity or developer to construct a concept substantially similar to a concept presented by FORAM Development, LLC. FORAM Development, LLC may in its sole discretion choose to enter into a joint venture or co-development agreement with another developer if FORAM Development, LLC believes it is in the best interest of the City of St. Marys. In any event, FORAM Development, LLC shall maintain its' fiduciary responsibilities to the property and the best interest of the City of St. Marys.
3. The City of St. Marys will provide office space and administrative assistance to FORAM Development, LLC from time to time as requested to enhance and support the efforts of the FORAM Development, LLC team and the development of the SMIG property.
4. The City of St. Marys, St. Marys Downtown Development Authority, or St. Marys Intracoastal Gateway Steering Committee will not be responsible for compensating FORAM Development, LLC for the fiduciary services rendered for the development of the SMIG property. However, St. Marys has no objection to FORAM being compensated for services to any developer selected.
5. The City of St. Marys will only reimburse FORAM Development, LLC for pre-authorized extraordinary project related expenses. Otherwise, all other FORAM Development LLC expenses will be incurred and absorbed by FORAM Development, LLC.
6. FORAM Development, LLC may have 24 months from the date of this MOU to develop an approved plan and begin an approved development for the SMIG property. All suggestions, proposals, potential tenants or potential users must be referred directly to FORAM Development, LLC as the exclusive fiduciary representative of the City of St. Marys and SMIG property.
7. The City of St. Marys, St. Marys Downtown Development Authority, or St. Marys Intracoastal Gateway Committee shall not be responsible or liable for the actions or activities of FORAM Development, LLC.
8. The term of the MOU shall commence at the date noted herein when the signature of all parties as noted below are affixed and terminate upon notice to terminate given by St. Marys before January 31, 2014. Should such notice of termination not be given by St. Marys, the

St. Marys Intracoastal Gateway MOU

agreement shall automatically extend until a full two years after the signature of the last party to sign this agreement or upon non-performance by FORAM Development, LLC. Although the parties may consider future involvement and extension of this agreement no party shall be under any obligation to renew this MOU.

IV. SIGNATURES

THIS MEMORANDUM OF UNDERSTANDING is made this ____ day of ____ 2013 , by and between the City of St. Marys and FORAM Development, LLC and sets forth the understanding and responsibilities of each party relating to the development of the Gateway property located at 100 Ready Street, St Marys, Georgia.

William DeLoughy, Mayor – City of St. Marys

Date

Loretta Cockrum, CEO / President – FORAM Development, LLC

Date

CITY COUNCIL MEETING

September 16, 2013

NEW BUSINESS: Discuss revisions to the fee schedules for Building and for Capital Recovery

PURPOSE: To add additional categories to Table 98-57.1 for determining the Aid to Construction fees, and revise the method of calculating the Building Permit fees to coordinate with the method used by the County and by Kingsland.

RECOMMENDATION: Planning staff recommends approval.

HISTORY/ANALYSIS: For a number of years now, there have been discussions regarding the method of calculating building permit fees as well as the need to update table 98-57.1 to add additional categories that better reflect the makeup of our community.

1. **Building Permit Fees:** As per past presentations, the fees collected via the method presented below is equivalent to that collected by the present system, but is a lot easier to calculate than the present system. Also, Change Orders during construction can be assessed additional fees based upon the nature and cost of any ADD Change Orders.

- a. **General Construction:** ½ of 1% of the actual total cost of the general construction work as verified by copy of contract
- b. **Plumbing Construction:** 2% of the actual cost of the plumbing work as verified by copy of contract with a minimum fee of \$50.
- c. **HVAC Construction:** 2% of the actual costs of the HVAC work as verified by copy of contract with a minimum fee of \$50.
- d. **Electrical Construction:** 2% of the actual cost of the Electrical work as verified by copy of contract with a minimum fee of \$50.
- e. **Low Voltage Construction:** 2% of the actual cost of the Electrical work as verified by copy of contract with a minimum fee of \$50.
- f. **Demolition Permit:** \$100 regardless of size of structure or materials.
- g. **Re-inspection Fee:** \$100 for each re-inspection¹.

2. **Aid to Construction Fees:** The existing table 98-57.1 does not include important building types (such as retail) and some listed building types not reflective of current energy efficient technology. This requires the City to use the catch all phrase at the end of the table:

Construction not described above	30 per 200 square feet of building, plus any additional water/sewer usage costs as determined by the city engineer
----------------------------------	--

This clause may have caused potential projects to pass the City up, because it creates a quite large fee for certain occupancies. For example, the table does not list an item for a warehouse so the 30 gallons per 200 square feet of building would create a huge fee for a 10,000 sf warehouse that typically has maybe 2-3 employees and one toilet. The revised and updated phrase that is included in the revised table 98-57.1 solves this problem by revising this phrase to:

Construction not described above	Water/sewer usage costs as determined by the City Manager and/or staff member as designated by the City Manager.
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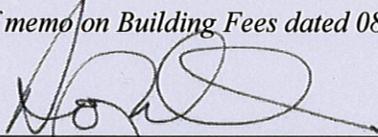
¹ This matches the County. Current fee for the City is \$35.

CITY COUNCIL MEETING

A number of new categories have also been added to lessen dependence on this phrase, and some existing categories have been modified to more accurately reflect our more conservative water consumption equipment that is required by 'modern' society and laws².

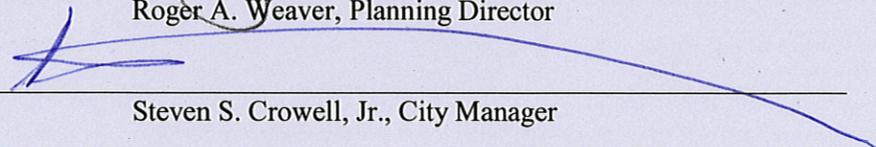
ATTACHMENTS: *Copy of memo on Building Fees dated 08-08-13 and a copy of the proposed new 98-57.1 and existing table 98-57.1.*

Department Director:



Roger A. Weaver, Planning Director

City Manager:



Steven S. Crowell, Jr., City Manager

² Numerous sources were researched for data that was used for the updated and new consumption figures noted herein.



INTEROFFICE MEMO

City of St. Marys Planning Department

TO: Steve Crowell, Jr., City Manager
FROM: Roger A. Weaver, Planning Director
DATE: Building Department Fees
RE: August 8, 2013

To start the process of revision of our fee structures, I have revived a 2010 memo regarding the revisions to the collection of building department fees that was prepared when I was in charge of the Building Department. A separate memo will discuss the proposed revisions to the Aid-to-Construction consumption table. The discussion below WILL NOT raise or lower our fees, but rather coordinate these fees with our nearby competition, and make it much simpler to estimate the fees for economic development purposes.

BUILDING PERMIT FEES

1. Building permit shall be revised to ½% of the overall construction cost, exclusive of floor finishes, wall finishes, and window treatments with \$50 as the minimum fee.
2. Electrical permit fees shall be revised to 2% of the cost of the electrical construction with \$50 as the minimum fee + an administrative fee of \$50.
3. HVAC permit fees shall be revised to 2% of the cost of the HVAC construction with \$50 as the minimum fee + an administrative fee of \$50.
4. Plumbing permit fees shall be revised to 2% of the cost of the plumbing construction with \$50 as the minimum fee + an administrative fee of \$50.
5. Low voltage permit fees shall be revised to 2% of the cost of the low voltage construction with \$50 as the minimum fee + an administrative fee of \$50.
6. Demolition Permits - \$100 regardless of size of structure or materials being demolished. Demolition under City Contract shall require a permit, but at no cost. This will be separate from any building department fee.
7. Re-inspection shall be \$100 for the each re-inspection (matches County) regardless of number of re-inspections.

The resulting fees for items 1-5 will be almost identical to that currently charged by the City, but the process will be greatly simplified. The County and Kingsland figure these fees exactly the same way, so that any 'criticism' that our fees are higher than the County or Kingsland will be negated. Finally, when an applicant either does not know the cost (as with owner built projects) or the Building Department believes that the cost quoted is not sufficiently accurate, then the current R. S. Means average cost for the structure shall be used as valuation – verification if necessary.

The arbitrary use of a square foot price of \$73/sq. ft. would be discontinued.

SITE DEVELOPMENT FEES

At present, the City does not charge for Site Development Reviews. Therefore, I propose that the Applicant be charged a site development fee of 1/2% of the cost of the site development with \$50 as the minimum fee. Where the Site development cost is part of the Building Cost, this fee shall be included in that cost but not added to that cost.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Roger A. Weaver".

Roger A. Weaver, Planning Director
City of St. Marys

cc: Robby Horton, Fire Chief and Building Department Director

Existing Table 98-57.1

Structure Type	Water Usage In Gallons Per Day
Residential, one bedroom	150 per unit
Residential, two bedrooms	200 per unit
Residential, three or more bedrooms	300 per unit
Assembly hall	Three per seat
Barber shop/beauty parlor	100 per chair
Boarding house	60 per room
Boarding house with laundering services	60 per room plus 500 per washing machine
Boarding house with dishwashing machine	60 per room plus 500 per dishwashing machine
Bowling alley	50 per lane
Car wash with wand wash	200 per bay
Car wash with hand wash	700 per location
Car wash with automated wash	3,500 per site
Church	Three per seat
Church with day care or school	Three per seat plus ten per school person
Clinic	150 per exam room
Correction institution	125 per bed
Club or recreation facility	25 per member
Day care	Ten per person
Dental office	150 per chair
Department store	Five per 100 square feet of building
Drug store	300 per store
Food service:	(Blank on Municode)
Restaurant, less than 24 hour service	25 per seat
Cafeteria, less than 24 hour service	35 per seat
Restaurant, 24 hour service	50 per seat
Drive-in restaurant	30 per car space
Carry-out only	35 per 100 square feet of building

Existing Table 98-57.1

Add 500 to each use for a laundering service and add 500 to each use for an automated dishwashing service

Hospital	100 per room
Hotel/motel no kitchens	100 per room
Hotel/motel plus food service	100 per room plus food service as listed above
Kindergarten, no meals	Ten per person
Kitchen for day care or kindergarten	Ten per person
Laundry, self-service	200 per machine
Laundry, commercial	1,000 per machine
Manufactured home park	300 per site
Nursing home	100 per bed
Office	30 per 200 square feet of building
Physician's office	100 per exam room
Prison/jail	125 per bed
RV park	300 per site
School, no cafeteria	25 per person
School, with cafeteria	50 per person
Service station, fuel and convenience items	100 per pump
Service station, with repairs	100 per pump plus 300
Stadium	Two per seat
Tavern, bar, lounge, no meals	15 per seat
Tavern, bar, lounge, with meals	15 per seat plus food service as listed above
Theater	Three per seat
Construction not described above	30 per 200 square feet of building, plus any additional water/sewer usage costs as determined by the city engineer

Proposed Revisions to Table 98-57.1

<u>Structure Type</u>	<u>Water Usage In Gallons Per Day</u>
Airport	2 per passenger plus 14 per employee
Assembly hall	2 per seat
Barber shop/beauty parlor	55 per chair
Boarding house	60 per room
Boarding house with laundering services	60 per room plus 500 per washing machine
Boarding house with dishwashing machine	60 per room plus 50 per dishwashing machine
Bowling alley	75 per lane
Car wash with wand wash	200 per bay
Car wash with hand wash	700 per location
Car wash with drive thru automated wash	3,500 per site
Call Center	5 per 100 square feet of building
Clinic – Medical/Surgical/Outpatient	150 per exam room
Clinic – Psychiatric – non-exam	See Office listing
Correction institution /prison/jail	125 per bed plus 10 per employee
Club - Non-Residential recreation facility	Consumption per member to be determined by review of type and capacity by designated staff
Club - Residential recreation facility	Consumption per member to be determined by review of type and capacity by designated staff
Day care	10 per employee
Dental office	150 per chair
Department store - Retail	5 per 100 square feet of building
Drug store	300 per store
Factory/manufacturing facility	15-35 per person per shift as determined by review of process not including water/sewer needed for the process used.
Funeral Home	10 per 100 sf
Highway Rest Areas	Gpd per person per day based on engineering criteria for size of building and anticipated use factors as submitted by GaDOT and reviewed and approved by the City Manager or designated staff member.
Hospital	100 per bed

Hotel/motel no kitchens	60 per room for 2 persons – each extra person add 25 gpd
Hotel/motel plus food service	60 per room plus food service as listed above
House of Worship	1 per seat
House of Worship with day care or school	1 per seat plus 10 per each school personnel
House of Worship fellowship hall with kitchen	25 per seat plus 50 per seat for dishwashing
Kennel	15 per cage
Kindergarten, no meals	10 per person
Kitchen for day care or kindergarten	10 per person
Laundry, self-service	200 per machine
Laundry, commercial	1,000 per machine
Manufactured home park	300 per site
Marina without bathhouse	10 per boat slip
Multifamily – one bedroom	100 per unit
Multifamily – two bedrooms	150 per unit
Multifamily – three bedrooms or more	200 per unit plus 50 per additional bedroom
Nursing home	150 per bed
Office (except medical or dental)	15 per person
Parks – Day use with flush toilets	Consumption per member to be determined by review of type and capacity by designated staff not to exceed 5 per person
Picnic areas (with flush toilets)	Consumption per member to be determined by review of type and capacity by designated staff not to exceed 5 per person
Physician's (medical) office	10 per outpatient procedure room plus 10 per exam room
Residential, one bedroom	150 per unit
Residential, two bedrooms	200 per unit
Residential, three or more bedrooms	300 per unit plus 50 per additional Bedroom
Restaurant - less than 24 hour service	25 per seat - Add 500 to each use for a laundering service and add 500 to each use for an automated dishwashing service
Restaurant - 24 hour service	50 per seat - Add 500 to each use for a laundering service and add 500 to each use for an automated dishwashing service

Restaurant - Drive-in	30 per car space - Add 500 to each use for a laundering service and add 500 to each use for an automated dishwashing service
Restaurant - Carry-out only	35 per 100 square feet of building - Add 500 to each use for a laundering service and add 500 to each use for an automated dishwashing service
Retail	400 per toilet room
Schools – day, no showers or cafeteria	15 per student and staff
Schools - day with cafeteria	20 per student and staff
School – day with showers and cafeteria	25 per student and staff
Service station, full service (fuel and convenience items)	25 per 100 sf
Service station, with garage repairs	100 per pump
Shopping Centers	.16 per square foot
Speculative Buildings	.1 per square foot adjusted upon occupancy
Stadium	2 per seat
Storage – Mini Warehouse	1.5 per 100 sf (gross)
Swimming Pools except residential pools	10 per user based on legal code occupancy
Tavern, bar, lounge, no meals	15 per seat
Tavern, bar, lounge, with meals	15 per seat plus food service plus usage for “restaurant - less than 24 hour service” as listed above
Travel Trailer (RV) park	150 per space
Theater – Drive in	3 per car
Theater (inside fixed seating)	3 per seat
Veterinarian Office	20 per 100 sf (gross)
Warehouse	400 per toilet room
Construction not described above	Water/sewer usage costs as determined by the City Manager and/or staff member as designated by the City Manager.

CITY COUNCIL MEETING

September 16, 2013

NEW BUSINESS: Authorize a Change Order for Ecology at the Gateway portion of the Transportation Enhancement Grant.

PURPOSE: GaDOT has required a report on Ecology on the portion of the Gateway Parcel that is to be used for the T-E grant for public access. This will require an addition to the Contract to the Consultant (Thomas and Hutton) in the amount of \$9200.

RECOMMENDATION: Planning Department recommends approval.

HISTORY/ANALYSIS: Our Contract with Thomas and Hutton did not include any fund for this work based on data provided by GaDOT.

However, the Federal Dept. of Highways in Washington D.C. was unmoved by our consultants discussion with him that the area disturbed contains grass, a few trees, and a concrete walk – to be replaced with grass and a porous brick walk, with the trees remaining as existing (no removal) with no work in the water or marsh.

Therefore, this office requested that Thomas and Hutton provide a cost for this basic Ecology report as part of their services. The project would be accomplished by RLC at a cost of \$9200, and would be taken from the T/E grant portion of the project (not the City portion).

The quote from Thomas and Hutton is as per the attached email, and will be formalized as a change order.

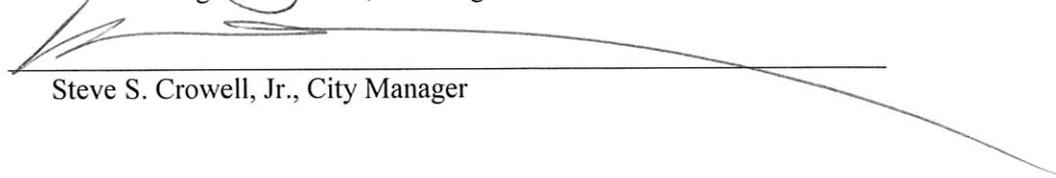
ATTACHMENTS: *Email from Thomas and Hutton.*

Department Director:



Roger A. Weaver, Planning Director

City Manager:



Steve S. Crowell, Jr., City Manager

Deborah Walker-Reed

From: Giordano, John <giordano.j@thomasandhutton.com>
Sent: Monday, August 19, 2013 9:35 PM
To: Roger Weaver
Cc: Steve Crowell; Ezelle, Charles
Subject: RE: 0010580 Camden County- St. Mary's TE (Ecology Report)

Roger,

I spoke with Alton at RLC, the scope and fee to complete the Ecology report is as follows:

CONSULTANT will complete all field work necessary for preparation of an ecology report in accordance with the Georgia Department of Transportation (GDOT) Environmental Procedures Manual.

The report will generally include a description of jurisdictional waters, threatened & endangered species, essential fish habitat, invasive species, etc. Following completion, a copy of the report will be provided to Moreland Altobelli, GDOT and FHWA as part of the overall TE project package. Please note that great effort will be taken during report preparation to avoid requested report revisions by the reviewing agencies; however, based on previous projects, it is anticipated that several revisions may be required. For this reason, the following budget was generated assuming a minimum of two report revisions.

CONSULTANT proposes to prepare the ecology and complete all required/requested revisions for a fee of nine thousand two hundred dollars (\$9,200.00).

Please review the scope and fee and let me know if you have any questions. If you are good with it, I will prepare an addendum and submit it to you for approval.

Also, could send me a copy of the change order that was done for the additional archaeology work so I can include in our files.

Please let me know if you have any questions or concerns or need anything additional.

Thanks,
John

John V. Giordano, P.E.
Thomas & Hutton
giordano.j@thomasandhutton.com
(P) 912-721-4054 (C) 912-704-7985

From: Roger Weaver [<mailto:Roger.Weaver@stmarysga.gov>]
Sent: Friday, August 09, 2013 3:33 PM
To: Giordano, John
Cc: Steve Crowell
Subject: FW: 0010580 Camden County- St. Mary's TE (Ecology Report)
Importance: High

John: This email is very disappointing. Apparently they are intent on taking away funds for worthless studies. Let me know how this affects the project timing and scope, as well as fees. Also could you find out what this decision was based on?

You can be certain that I am not a happy camper.

THANKS!!

Roger A. Weaver

Planning Director



City of St. Marys

418 Osborne Street
St. Marys, GA 31558

Office: 912-510-4032

FAX: 912-510-4014

Email: roger.weaver@stmarysga.gov

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From: Franks, Kenneth [<mailto:kfranks@dot.ga.gov>]
Sent: Friday, August 09, 2013 1:57 PM
To: Roger Weaver
Subject: 0010580 Camden County- St. Mary's TE (Ecology Report)

Mr. Weaver,

FHWA has reviewed the ecology worksheet and they have determined that this project needs a full ecology report. I know that this may not be something that the city originally scoped. Please let me know if this will cause the schedule to be revised or if you have any questions.

Thanks,

Kenneth Franks, Project Manager
Georgia Department of Transportation
Office of Program Delivery
One Georgia Center
600 West Peachtree Street, NW
25th Floor
Phone: (404) 631-1709
Cell: (404) 985-7943

Five-hundred, forty-five fewer people died on Georgia roads in 2012 than in 2005. Highway fatalities have declined in each of the seven years since 2005. The 2012 total-recently finalized in a report to federal officials-was 1,199. By comparison, 2005 deaths were a record high 1,744.

Visit us at <http://www.dot.ga.gov>; or follow us on <http://www.facebook.com/GeorgiaDOT> and <http://twitter.com/gadepoftrans>

CITY COUNCIL MEETING
September 16, 2013

TITLE: UNITED STATES COAST GUARD LEASE

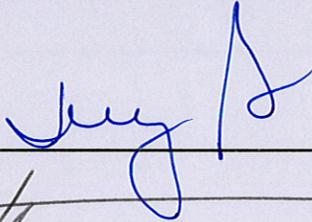
PURPOSE: To approve lease agreement with the United States Coast Guard.

RECOMMENDATION: Approval

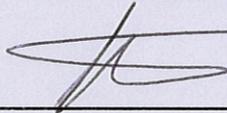
HISTORY/ANALYSIS:

The United States Coast Guard has been leasing space in our Police Department since 2003. The current lease with the United States Coast Guard ends on September 30, 2013. The Coast Guard is seeking to continue its agreement with the City of St. Marys. Attached is a lease agreement for the next five years ending on September 30, 2018. The lease revenue starting in October 1, 2013 is \$312,183.18 and will increase 3% annually.

**Department
Director:** _____



**City
Manager:** _____



STANDARD FORM 2
FEBRUARY 1965
EDITION
GENERAL SERVICES
ADMINISTRATION
FPR (41 CFR) 1-16.601

U.S. GOVERNMENT LEASE FOR REAL PROPERTY

DATE OF LEASE
October 1, 2013

LEASE No. HSCG82-14-1-0003
St Marys_MSST Kings Bay

THIS LEASE (hereinafter, the "Lease" or "Agreement"), made and entered into this date by and between City of St Marys, (hereinafter, the "Lessor"), whose address is 418 Osborne Street, St. Marys Georgia 31558, and whose interest in the property hereinafter described is that of Owner, and by the authority of 14 U.S.C. § 92 (f), the UNITED STATES OF AMERICA, acting by and through a duly authorized official of the United States Coast Guard, (hereinafter, the "Government");

WITNESSETH: The parties, hereto for the consideration hereinafter mentioned, covenant and agree as follows:

1. The Lessor hereby leases to the Government the following described premises, also further identified and described in (Exhibit 1), which is attached hereto and made a part hereof (hereinafter, the "Premises").

Approximately 1.53 acres of land with 16,340 sq ft of office and boat facility space located at 563 Point Peter Road, St Marys, Georgia 31558 (Lat: 30.749673 Long: -81.553230), as described in Exhibit 2 and 3. In addition, the Lessor hereby leases to the Government a shared parking lot and common areas, such as, but not limited to a conference room, lunch room, female locker room and restrooms totaling 51, 130 sq ft.

2. TO HAVE AND TO HOLD the said premises with their appurtenances for the term beginning from October 1, 2013 through September 30, 2014, subject to termination and renewal rights as may be hereinafter set forth. Subject to the availability of funds, this lease may at the option of the Government be renewed annually through September 30, 2018. This Agreement shall not automatically renew each Federal Fiscal Year (FY) unless a written notice to extend this Agreement is given to the Lessor at least thirty (30) days before the end of the lease term. The word "term" as used in this Agreement shall include the above renewal periods as shall be exercised by Government.

3. Rent payments shall be paid by electronic funds transfer and shall be made payable to: City of St Marys/Finance Director. All rents are subject to Congress granting annual appropriations.

4. Rental payments shall be paid by: US Coast Guard Finance Center, 1430A Kristina Way, Chesapeake, Virginia 23326-1728. For help or assistance contact Customer Service at 800-564-5504 or 757-523-6940.

5. The Government shall pay the Lessor annual rent in the amount of \$312,183.18 at the rate of \$26,015.26 per month, payable in arrears. Rent for a lesser period shall be prorated. The Federal Fiscal Year (FY) runs 01 October to 30 September annually. Rent will increase 3% annually, upon the anniversary date of lease.

6. NOTICE. The Government may terminate this lease without cause by giving at least One Hundred Eighty (180) days notice in writing to the Lessor and no rental shall accrue after the effective date of termination, provided all USCG property has been removed from the premises by the effective date of termination. Said notice shall be computed commencing from the date of receipt of termination notice.

7. This lease will continue with the same terms and conditions, unless and until the Government shall give notice of termination in accordance with paragraph 6, provided that adequate appropriations are available from year to year for payment of rentals. A Supplemental Agreement will be utilized to make changes/adjustments to this lease.

8. TAX IDENTIFICATION. All leases must include either a nine-digit Federal Tax Identification number or a Social Security Number. Please indicate below:

Name of Lessor: City of St Marys

Tax ID Number: 58-6002656

Dun's Number: 065922783
Registration)

(see Clause 35, FAR 52-204-7 Central Contractor

Telephone Number and Point of Contacts:

Jennifer Brown, 912-510-4040

9. **ELECTRONIC FUNDS TRANSFER.** The Government will make payments under this lease by electronic funds transfer (EFT). After award, but no later than 30 days before the first payment, the Lessor shall designate a financial institution for receipt of EFT payments, and shall submit this designation via internet by completing the EFT form at https://www.fincen.uscg.mil/secure/enrollment_form.htm in accordance with paragraph 4.

a. In the event the Lessor, during the performance of this contract, elects to designate a different financial institution for the receipt of any payment made using EFT procedures, notification of such change and the required information specified in 4, above must be received by the appropriate Government official no later than 30 days prior to the date such change is to become effective.

b. The documents furnishing the information required in this clause must be dated and contain the signature, title, and telephone number of the Lessor or an authorized representative designated by the Lessor, as well as the Lessor's name and lease number.

c. Lessor's failure to properly designate a financial institution or to provide appropriate payee bank account information may delay payments of amounts otherwise properly due.

d. Lessor is responsible for keeping their SAM registration current. In the event that the Lessor's SAM registration(s) expires, the Government will cease making payments under this Lease until the Lessor renews the SAM registration. This will apply to all payments that the Government is required to make under this Lease, and no interest shall accrue as the result of such non-payment. Please access registration to CCR electronically at Internet site www.sam.gov.

10. **PROMPT PAYMENT (SEP 1999).** The Government will make payments under the terms and conditions specified in this clause. Payment shall be considered as being made on the day a check is dated or an electronic funds transfer is made. All days referred to in this clause are calendar days, unless otherwise specified.

11. **INTEREST PENALTY.** An interest penalty shall be paid automatically by the Government, without request from the Lessor, if payment is not made by the due date and Lessor has an electronic funds transfer (EFT) on file. The interest penalty shall be at the rate established by the Secretary of the Treasury under Section 12 of the Contract Disputes Act of 1978 (41 U.S.C. § 611) that is in effect on the day after the due date. This rate is referred to as the "Renegotiation Board Interest Rate," and it is published in the Federal Register semiannually on or about January 1 and July 1. The interest penalty shall accrue daily on the payment amount approved by the Government and be compounded in 30-day increments inclusive from the first day after the due date through the payment date. Interest penalties will not continue to accrue after the filing of a claim for such penalties under the Disputes clause, or for more than 1 year. Interest penalties of less than \$1.00 need not be paid. Interest penalties are not required on payment delays due to disagreement between the Government and Contractor over the payment amount or other issues involving contract compliance or on amounts temporarily withheld or retained in accordance with the terms of the contract. Claims involving disputes, and any interest that may be payable, will be resolved in accordance with Disputes clause 52.223-1. (see para 34)

12. **COMPLIANCE WITH APPLICABLE LAW.** The Lessor shall comply with all Federal, state and local laws applicable to the Lessor as owner or lessor, or both, of the Premises, including, without limitation, laws applicable to the construction, ownership, alteration or operation thereof, and will obtain all necessary permits, licenses and similar items at Lessor's expense. The Government will comply with all Federal, state and local laws applicable to and enforceable against it as a tenant under this lease; provided that nothing in this lease shall be construed as a waiver of any sovereign immunity of the Government. This lease shall be governed by Federal law.

13. **MAILING.** Mailing refers to Certified Mail with a return receipt and the date of acceptance being the start date.

14. **CHANGE OF OWNERSHIP NOTIFICATION.** Lessor will notify Government within thirty (30) days of any transfer of ownership of the described property; or change in payment mailing address. The Notice must be submitted to the Commanding Officer, USCG DEUM Miami, Attn: Real Property, 15608 SW 117th Avenue, Miami, Florida 33177.

15. **SUCCESSORS BOUND.** The Lease shall bind, and inure to the benefit of, the parties and their respective heirs, executors, administrators, and successors.

16. **INDEMNIFICATION.** The Government, in the manner and to the extent provided by the Federal Tort Claims Act (28 U.S.C. §§ 2671-2680), as amended, and the Anti-Deficiency Act, 13 U.S.C. § 1341, shall be liable for, and shall hold the Lessor harmless from claims for damage or loss of property, personal injury or death caused by the acts or omissions of the Government, its officers, employees and agents in the use of the leased premises.

17. **JANITORIAL AND OTHER SERVICES:** As part of the rental consideration, the Lessor shall furnish to the Government hot and cold water, sewer, trash removal/dumpster, ground maintenance, janitorial services and supplies and toilet supplies.

18. UTILITIES: The Lessor shall be responsible for furnishing electrical power, which shall be separately metered with utility usage paid by the Government.
19. INGRESS/EGRESS. Lessor hereby grants to the Government, its contractors, visitors and other duly assigned personnel, the right of ingress and egress (both vehicular and pedestrian) necessary or convenient to Premises.
20. GOVERNMENT INSPECTION. The Government reserves the right, at any time after the lease is signed and during the term of the lease, to inspect the leased premises and all other areas of the building to which access is necessary to ensure a safe and healthy work environment for the Government tenants and the Lessor's performance under this lease.
21. PERFORMANCE FAILURE. If Lessor fails to cure or remedy any failure to perform any service, to provide any item, or meet any requirement of the lease within thirty (30) days of Government's written notice to Lessor, Government may deduct any cost incurred for the service or item, including administrative costs, from rental payments or Government may perform the service, provide the item, or meet the requirement, either directly or through a contract.
22. TENANTABLE CONDITION.
- a. The Lessor shall maintain the demised premises, including the building, building systems, and all equipment, fixtures, and appurtenances furnished by the Lessor under the lease, in good repair and tenantable condition. Upon request of the U.S.C.G. Contracting Officer, the Lessor shall provide written documentation that building systems have been maintained, tested, and are operational.
- b. If the leased area becomes untenable as determined by the Government, the Lessor shall provide similar building, boat storage and vehicle parking space that is subject to tenantable conditions as determined by the Government. During the untenable period, no lease charge is to be incurred by the Government. Any such payments, by the Government, to the Lessor will be promptly returned to the agency listed in paragraph 4. The Government may terminate the lease in the event additional tenantable mooring space is not provided.
23. ANTI-DEFICIENCY ACT (31 U.S.C. § 1341). Nothing in this lease shall constitute an obligation of funds of the United States in advance of an appropriation thereof.
24. INSURANCE. The Government is a self-insured entity.
25. TAXES AND ASSESSMENTS. The Government is not responsible or liable for any real property or personal property taxes, personal taxes, nor assessments levied or assessed upon or against the leased premises.
26. CONDITIONS OF USE. The Government is responsible for meeting all applicable Federal, State and local safety and other codes, and for obtaining all applicable Federal, State, and local permits, licenses, or other authorization required for operation of its equipment.
27. EQUIPMENT INSTALLATIONS, MAINTENANCE, INTERFERENCE, AND REMOVAL. The Government is solely responsible for all costs connected with the installation and maintenance of all Government-owned equipment located on the Leased premises. Installation and operation of Government equipment shall be done according to applicable government codes and accepted industry standards.
28. WARRANTY. Lessor makes no warranty, express or implied, as to the suitability of the leased premises for the Government's intended use or purpose and expressly disclaims any such warranty.
29. SUBLETTING/ASSIGNMENT. Government may not sublet or assign the leased premises.
30. SEVERABILITY. If any term or provision of this lease is held invalid or unenforceable, the remainder of this lease shall not be affected thereby and each term and/or provision hereof shall be valid and enforced to the fullest extent permitted by law.
31. DISPUTES (DEC 1998). This contract is subject to the Contract Disputes Act of 1978, as amended (41 U.S.C. § 601-613). Except as provided in the Act, all disputes arising under or relating to this contract shall be resolved under this clause.
- a. "Claim", as used in this clause, means a written demand or written assertion by one of the contracting parties seeking, as a matter of right, the payment of money in a sum certain, the adjustment or interpretation of contract terms, or other relief arising under or relating to this contract. A claim arising under a contract, unlike a claim relating to that contract, is a claim that can be resolved under a contract clause that provides for the relief sought by the claimant. However, a written demand or written assertion by the Contractor seeking the payment of money exceeding \$100,000 is not a claim under the Act until certified as required by subparagraph (b)(2) of this clause. A voucher, invoice, or other routine request for payment that is not in dispute when submitted is not a claim under the Act. The submission may be converted to a claim under the Act, by complying with the submission and certification requirements of this clause, if it is disputed either as to liability or amount or is not acted upon in a reasonable time.
- b. (1) A claim by the Contractor shall be made in writing and, unless otherwise stated in this contract, submitted within 6 years after accrual of the claim to the Contracting Officer for a written decision. A claim by the Government against the Contractor shall

be subject to a written decision by the Contracting Officer.

Contracting Officer.

(2) (i) The Contractor shall provide the certification specified in paragraph (d)(2)(iii) of this clause when submitting any claim exceeding \$100,000.

(ii) The certification requirement does not apply to issues in controversy that have not been submitted as all or part of a claim.

(iii) The certification shall state as follows: "I certify that the claim is made in good faith; that the supporting data are accurate and complete to the best of my knowledge and belief; that the amount requested accurately reflects the contract adjustment for which the Contractor believes the Government is liable; and that I am duly authorized to certify the claim on behalf of the Contractor."

(3) The certification may be executed by any person duly authorized to bind the Contractor with respect to the claim.

c. For Contractor claims of \$100,000 or less, the Contracting Officer must, if requested in writing by the Contractor, render a decision within 60 days of the request. For Contractor-certified claims over \$100,000, the Contracting Officer must, within 60 days, decide the claim or notify the Contractor of the date by which the decision will be made.

d. The Contracting Officer's decision shall be final unless the Contractor appeals or files a suit as provided in the Act.

e. If the claim by the Contractor is submitted to the Contracting Officer or a claim by the Government is presented to the Contractor, the parties, by mutual consent, may agree to use alternative disputes resolution (ADR). If the Contractor refuses an offer for ADR, the Contractor shall inform the Contracting Officer, in writing, of the Contractor's specific reasons for rejecting the offer.

f. The Government shall pay interest on the amount found due and unpaid from (1) the date that the Contracting Officer receives the claim (certified, if required), or (2) the date that payment otherwise would be due, if that date is later, until the date of payment. With regard to claims having defective certifications, as defined in FAR 33.21, interest shall be paid from the date that the Contracting officer initially receives the claim. Simple interest on claims shall be paid at the rate, fixed by the Secretary of the Treasury as provided for in the Act, which is applicable to the period during which the Contracting Officer receives the claim and then at the rate applicable for each 6-month period as fixed by the Treasury Secretary during the pendency of the claim.

32. LEASE ADMINISTRATION AND POINTS OF CONTACT. Administration of subject lease will be accomplished by: Commander, U. S. Coast Guard, Civil Engineering Unit Miami, Attn: Real Property, 15608 SW 117th Avenue, Miami, FL 33177 Phone (305) 278- 6716 Jaime Reyes, Real Property Specialist . Coast Guard Technical Point of Contact—(912) 510-4802LCDR Ronald Nakamoto, City of St Marys Attn: Jennifer Brown, Finance Department, (912) 510-4040

33. ASSIGNMENT OF CLAIMS (JAN 1986).

a. The Contractor, under the Assignment of Claims Act, as amended, 31 U.S.C. § 3727, 41 U.S.C. § 15 (hereafter referred to as "the Act"), may assign its right to be paid amounts due or to become due as a result of the performance by contract to a bank, trust company, or other financing institution, including any Federal lending agency. The assignee under such an assignment may thereafter further assign or reassign or reassign its right under the original assignment to any type of financing institution described in the preceding sentence.

THIS SPACE INTENTIONALLY LEFT BLANK

b. Any assignment or reassignment authorized under the Act and this clause shall cover all unpaid amounts payable under this contract, and shall not be made to more than one party, except that an assignment or reassignment may be made to one party as agent or trustee for two or more parties participating in the financing of this contract.

c. The Contractor shall not furnish or disclose to any assignee under this contract any classified document (including this contract) or information related to work under this contract until the Contracting Officer authorizes such in writing.

(i) When the date for commencement of rent falls on the 15th day of the month or earlier, the initial monthly rental payment under this contract shall become due on the first workday of the month following the month in which the commencement of the rent is effective.

(ii) When the date for commencement of rent falls after the 15th day of the month, the initial monthly rental payment under this contract shall become due on the first workday of the second month following the month in which the commencement of the rent is effective.

34. This lease incorporates by reference the applicable clauses in GSA Form 3517A ("General Clauses"), with the same force and affect as if they were given in full text. Upon request, the Government will make the full text available or the full text may be found at <http://www.gsa.gov/leasingform>.

35. This lease supersedes Lease # HSCG82-09-L-7JJ005

36. Exhibits

a. Exhibit 1 – Legal description of Premises

b. Exhibit 2 - Latitude and Longitude

c. Exhibit 3 – Site Plan and Building Layout

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names as of the date first above written.

LESSOR:

BY _____
(Signature) (Official title)

IN PRESENCE OF:

BY _____
(Signature) (Address)

UNITED STATES OF AMERICA DEPARTMENT OF HOMELAND SECURITY/US COAST GUARD

BY _____
(Signature) (Official title)



SURVEYORS
&
LAND PLANNERS

Exhibit 1
HSCG82-14-1-00XX

PRIVETT & ASSOCIATES, INC.
1201 SHADOWLAWN DRIVE
ST. MARYS, GEORGIA 31558

Telephone: 912/882-3738
Fax: 912/882-2729
Email: privett@gata.net

JUNE 26, 2003

**LEGAL DESCRIPTION OF A PORTION OF LOT 1 ST. MARYS INDUSTRIAL PARK,
SITE 2, ST. MARYS GEORGIA:**

ALL THAT CERTAIN TRACT OR PARCEL OF LAND BEING A PORTION OF LOT 1, ST. MARYS INDUSTRIAL PARK, SITE 2, CITY OF ST. MARYS, 29th G.M.D., CAMDEN COUNTY, GEORGIA (SAID LOT 1 ACCORDING TO PLAT RECORDED IN PLAT CABINET 1, FILE No. 21-C, PUBLIC RECORDS OF SAID COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT THE NORTH WEST CORNER OF SAID LOT 1, SAID POINT LYING ON THE CURVED SOUTHERLY RIGHT-OF-WAY LINE OF INDUSTRIAL DRIVE (A 60 FOOT RIGHT-OF-WAY) AND RUN SOUTH 25°-38'-00" WEST, ALONG THE NORTHWESTERLY LINE OF SAID LOT 1, A DISTANCE OF 243.49 FEET TO A POINT FOR THE POINT OF BEGINNING.

FROM THE POINT OF BEGINNING THUS DESCRIBED RUN SOUTH 64°-22'-00" EAST, A DISTANCE OF 90.40 FEET TO A POINT; RUN THENCE NORTH 25°-38'-00" EAST, A DISTANCE OF 64.65 FEET TO A POINT; RUN THENCE SOUTH 64°-22'-25" EAST, A DISTANCE OF 107.13 FEET TO A POINT; RUN THENCE NORTH 25°-38'-00" EAST, A DISTANCE OF 32.02 FEET TO A POINT; RUN THENCE SOUTH 64°-11'-33" EAST, A DISTANCE OF 53.98 FEET TO A POINT; RUN THENCE SOUTH 25°-38'-00" WEST, A DISTANCE OF 166.60 FEET TO A POINT; RUN THENCE NORTH 64°-22'-00" WEST, A DISTANCE OF 69.31 FEET TO A POINT; RUN THENCE SOUTH 25°-38'-00" WEST, A DISTANCE OF 218.00 FEET TO A POINT LYING ON THE SOUTHWESTERLY LINE OF THE AFOREMENTIONED LOT 1; RUN THENCE NORTH 54°-21'-56" WEST, ALONG LAST MENTIONED SOUTHWESTERLY LINE, A DISTANCE OF 185.00 FEET TO THE SOUTHWEST CORNER THEREOF; RUN THENCE NORTH 25°-38'-00" EAST, ALONG THE NORTHWESTERLY LINE OF SAID LOT 1, A DISTANCE OF 255.95 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 1.53 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

REFERENCE DRAWING No. S-1-134(B)-06-03

LOT1INDPARK.LWP

ATTACHMENT (A)

Exhibit 2
HSCG82-14-1-00XX

Home » Latitude and Longitude of a Point

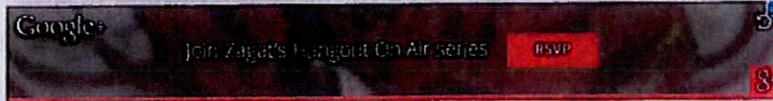


To find the latitude and longitude of a point **Click** on the map, **Drag** the marker, or enter the...

Address:

Map Center: [Get Address](#) - [Land Plat Size](#) - [Street View](#) - [Rectangle Tool](#) - [Area Photographs](#)

Try out [3D Google Earth](#). Google Earth gives you a 3D look of the area around the center of the map, which is usually your last click point, and includes latitude, longitude and elevation information.



Latitude and Longitude of a Point



<input type="button" value="Clear / Reset"/> <input type="button" value="Remove Last Blue Marker"/> <input type="button" value="Center Red Marker"/>			Show Point from Latitude and Longitude Use this if you know the latitude and longitude coordinates of a point and want to see where on the map the point is. Use: + for N Lat or E Long - for S Lat or W Long. Example: +40.689060 -74.044636 Note: Your entry should not have any embedded spaces.		
Get the Latitude and Longitude of a Point When you click on the map, move the marker or enter an address the latitude and longitude coordinates of the point are inserted in the boxes below.					
Latitude:	<input type="text" value="30.749673"/>				
Longitude:	<input type="text" value="-81.553230"/>				
	Degrees	Minutes	Seconds		
Latitude:	<input type="text" value="30"/>	<input type="text" value="44"/>	<input type="text" value="58.8228"/>		
Longitude:	<input type="text" value="-81"/>	<input type="text" value="33"/>	<input type="text" value="11.6274"/>		
			Decimal Deg. Latitude:	<input type="text"/>	
			Decimal Deg. Longitude:	<input type="text"/>	
			<input type="button" value="Show Point"/>		
Example: +34 40 50.12 for 34N					

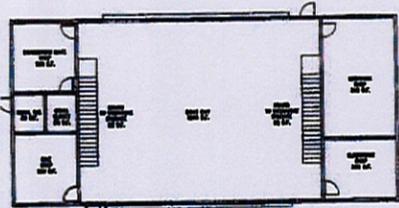
CC

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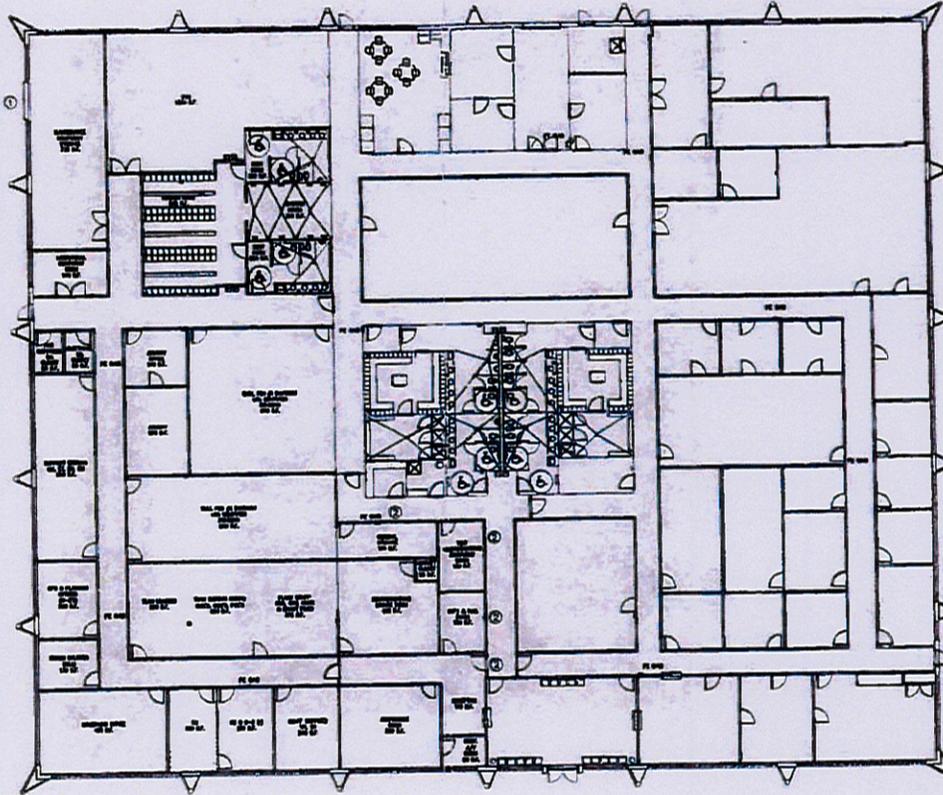
CC

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Exhibit 3
HSCG82-14-1-00XX



Scale: 3/32" = 1'-0"



NEW WORK LEGEND

- ① Provide heavy duty insulated commercial grade overhead door with automatic opener @ Maintenance Equipment Storage Room. Locate with minimal disturbance to existing light fixture and other existing external items.
- ② Provide full height wall between corridor and General Storage, Telecommunications Equipment Room, Copy/Plot Room, Reception - Also required between lobby and Reception and Conf A/V Room.

Scale: 1/8" = 1'-0"

ATTACHMENT (B)

CITY COUNCIL MEETING
September 16, 2013

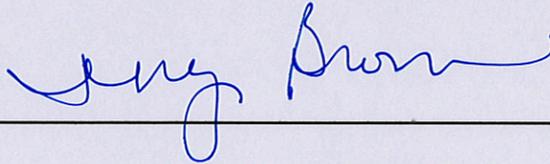
TITLE: CAPITAL PROJECTS FUNDS TRANSFER

PURPOSE: To move funds received for LMIG

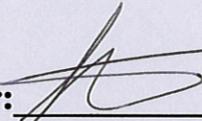
RECOMMENDATION: Approval

HISTORY/ANALYSIS: In FY13 the city was awarded funds in the amount of \$137,548.53 from the Georgia Department of Transportation's Local Maintenance Improvement Grant (LMIG-formerly called LARP). This money was received in the City's Multiple Grants Fund. Due to recent legislative changes, funds received for capital projects for public roads financed from State Public Transportation Fund, including LMIG funding has to be reported in a separate fund. (O.C.G.A. 48-8-240 through 48-8255). It is necessary to amend the FY14 Budget to move the funds from the Multiple Grants Fund to the Capital Projects-Roads and Streets Fund.

**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 move the funds from the Multiple Grants Fund to the Capital Projects-Roads and Streets Fund to be in compliance with recent legislative changes.

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

<u>Budget Account</u>	<u>Adopted Budget</u>	<u>Net Change</u>	<u>Proposed</u>
251-59000-61.1030 Multi-Grant OP T/F Out-Capital Projects	\$ 0	+\$137,549	\$137,549
251-38.0001 Multi-Grant Fund Equity	\$ 0	+\$137,549	\$137,549
335-39.1200 Capital Projects OP T/F In	\$ 0	+\$137,549	\$137,549
335-54220-54.1415 Capital Projects Paving & Overlay	\$ 0	+\$137,549	\$137,549

ADOPTED in legal assembly this ____ day of _____, 2013.

CITY OF ST. MARYS, GEORGIA

By: _____
William T. DeLoughy, Its Mayor

Attest: _____
Deborah Walker-Reed, Its City Clerk

CITY COUNCIL MEETING
September 16, 2013

TITLE: 2013 MILLAGE RATE

PURPOSE: To approve advertisement of the millage rate.

RECOMMENDATION: Adopt millage rollback rate at 5.654 (option 1 below)

HISTORY/ANALYSIS:

The computation of Millage Rate Rollback (PT32.1) has been prepared for the 2013 taxes. The City realized a digest **decrease** in the inflationary growth of \$74,472,563 at the 100% value.

The real and personal property tax revenue budgeted in FY 2014 is \$2,597,400, which is consistent with FY 2013. The 2013 tax rollback rate is 5.654 mills which will be required to levy the same tax revenue as last year's millage rate of 5.351 for the General Fund. With the millage at 5.351, a decrease of \$253,120 would be realized in revenue.

Below is the estimated tax on a home that is valued at \$200,000 at the 2012 millage rate of 5.351 and proposed millage rate of 5.654 for 2013 millage.

House Value	Assessed Value	Millage	City Tax
\$ 200,000.00	\$ 80,000.00	5.351	\$ 428.08
\$ 200,000.00	\$ 80,000.00	5.654	\$ 452.32

The options to consider are:

1. Pass the millage at 5.654 mills to generate the same amount of tax revenue as FY 2013.
2. Cut the present FY 2014 budget by \$253.120 to account for the decrease in revenue.
3. Monitor revenues for the next several months to see the impact on the budget. If revenues decrease across the board, make necessary adjustments at that time.
4. Allocate funds from fund balance to make up the revenue loss.

The Finance Director and City Manager recommend approving option 1.

**Department
Director:** _____

**City
Manager:** _____

PT32.1 - Computation of MILLAGE RATE ROLLBACK AND PERCENTAGE INCREASE IN PROPERTY TAXES - 2013

COUNTY **CAMDEN** TAXING JURISDICTION **CITY OF ST MARYS**

INFORMATION FOR THE SHADED PORTIONS OF THIS SECTION MUST BE ENTERED

This information will be the actual values and millage rates certified to the Department of Revenue for the applicable tax years.

DESCRIPTION	2012 DIGEST	REASSESSMENT OF EXISTING REAL PROP	OTHER CHANGES TO TAXABLE DIGEST	2013 DIGEST
REAL	527,163,704	-29,789,025	-19,015,460	478,359,219
PERSONAL	27,150,613		-1,223,178	25,927,435
MOTOR VEHICLES	33,340,400		2,327,980	35,668,380
MOBILE HOMES	1,157,065		-30,100	1,126,965
TIMBER -100%			0	
HEAVY DUTY EQUIP			0	
GROSS DIGEST	588,811,782	-29,789,025	-17,940,758	541,081,999
EXEMPTIONS	14,787,182	0	-426,490	14,360,692
NET DIGEST	574,024,600	-29,789,025	-17,514,268	526,721,307
FLPA Reimbursement Value			0	
Adjusted NET DIGEST	574,024,600	-29,789,025	-17,514,268	526,721,307
	(PYD)	(RVA)	(NAG)	(CYD)
2012 MILLAGE RATE >>>	5.351	2013 PROPOSED MILLAGE RATE >>>		5.654

THIS SECTION WILL CALCULATE AUTOMATICALLY UPON ENTRY OF INFORMATION ABOVE

DESCRIPTION	ABBREVIATION	AMOUNT	FORMULA
2012 Net Digest	PYD	574,024,600	
Net Value Added-Reassessment of Existing Real Property	RVA	-29,789,025	
Other Net Changes to Taxable Digest	NAG	-17,514,268	
2013 Net Digest	CYD	526,721,307	(PYD+RVA+NAG)
2012 Millage Rate	PYM	5.351	
Millage Equivalent of Reassessed Value Added	ME	-0.303	(RVA/CYD) * PYM
Rollback Millage Rate for 2012	RR	5.654	PYM - ME

COMPUTATION OF PERCENTAGE INCREASE IN PROPERTY TAXES

If the 2013 Proposed Millage Rate for this Taxing Jurisdiction exceeds Rollback Millage Rate computed above, this section will automatically calculate the amount of increase in property taxes that is part of the notice required in O.C.G.A. Section 48-5-32.1(c) (2)	Rollback Millage Rate	5.654
	2013 Millage Rate	5.654
	Percentage Increase	0.00%

CERTIFICATIONS

I hereby certify that the amount indicated above is an accurate accounting of the total net assessed value added by the reassessment of existing real property for the tax year for which this rollback millage rate is being computed.

Chairman, Board of Tax Assessors Date

I hereby certify that the values shown above are an accurate representation of the digest values and exemption amounts for the applicable tax years.

Tax Collector or Tax Commissioner Date

I hereby certify that the above is a true and correct computation of the rollback millage rate in accordance with O.C.G.A. Section 48-5-32.1 for the taxing jurisdiction for tax year 2013 and that the final millage rate set by the authority of this taxing jurisdiction for tax year 2013 is _____

CHECK THE APPROPRIATE PARAGRAPH BELOW THAT APPLIES TO THIS TAXING JURISDICTION

___ If the final millage rate set by the authority of the taxing jurisdiction for tax year 2013 exceeds the rollback rate, I further certify that the required advertisements, notices, and public hearings have been conducted in accordance with O.C.G.A. Sections 48-5-32 and 48-5-32.1 as evidenced by the attached copies of the published five year history and current digest advertisement, the "Notice of Intent to Increase Taxes" showing the times and places when and where the required public hearings were held, and a copy of the press release provided to the local media.

___ If the final millage rate set by the authority of the taxing jurisdiction for tax year 2013 does not exceed the rollback rate, I further certify that the required five year history and current digest advertisement have been published in accordance with O.C.G.A. Section 48-5-32 as evidenced by the attached copy of such advertised report.

Signature of Responsible Party Title Date

The City of St Marys has tentatively adopted a millage rate of _____ which, is the rollback rate or below the roll-back rate.

A Public Hearing is scheduled for October 7th at 5:45 pm to be held in the Council Chambers at City Hall, 418 Osborne Street, St Marys, Georgia. Citizens may express any questions or concerns regarding the millage rate at this time. The millage rate will be passed at the regularly scheduled meeting on October 7, 2013 at 6:00pm in the Council Chambers.

Pursuant to the requirements of O.C.G.A. 48-5-32, the City of St. Marys does hereby publish the following presentation of the current year's tax digest and levy along with the history of the tax digest and levy for the past five years.

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2013</u>
Real and Personal	666,245,759	686,731,424	633,531,532	608,273,055	554,314,317	504,286,654	504,286,654
Motor Vehicles	33,846,180	35,770,460	32,640,690	32,560,440	33,340,400	35,668,380	35,668,380
Mobile Homes	1,445,663	1,351,146	1,351,146	1,127,433	1,157,065	1,126,965	1,126,965
Timber - 100%	1,930	-	-	-	-	-	-
Heavy Duty Equipment	15,400	-	-	-	-	-	-
Gross Digest	701,554,932	723,853,030	667,523,368	641,960,928	588,811,782	541,081,999	541,081,999
Less M&O Exemptions	(11,867,711)	(13,050,402)	(13,513,338)	(14,262,182)	(14,787,182)	(14,360,692)	(14,360,692)
Net M&O Digest	<u>689,687,221</u>	<u>710,802,628</u>	<u>654,010,030</u>	<u>627,698,746</u>	<u>574,024,600</u>	<u>526,721,307</u>	<u>526,721,307</u>
Gross M&O Millage	9.080	8.371	8.352	8.341	8.631	9.374	9.071
Less Rollbacks	3.480	3.020	3.001	2.990	3.280	3.720	3.720
Net M&O Millage	5.600	5.351	5.351	5.351	5.351	5.654	5.351
Net Taxes Levied	3,862,248	3,803,505	3,499,608	3,358,816	3,071,606	2,978,082	2,818,486
Net Taxes (\$) Increase	443,796	(58,744)	(303,897)	(140,792)	(287,210)	(93,523)	(253,120)
Net Taxes (%) Increase	12.98%	-1.52%	-7.99%	-4.02%	-8.55%	-3.04%	-8.50%

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

General Fund:

Total revenue for the General Fund was \$371,536 plus \$26,192 of allocated budgeted fund equity for a total of \$397,728. Total year to date expenditures as of 7/31/13 was \$780,661 for shortfall of **\$(382,932)**. Available cash balance as of 7/31/13 was \$4,071,101.

Tourism

Total revenue for Tourism fund was \$7,997. Total year to date expenditures as of 7/31/13 was \$12,236 for a shortfall of **\$(4,239)**.

SPLOST

Total revenues received for SPLOST was \$1 for interest in 7/31/13. Total year to date expenditures as of 7/31/13 was \$256 for a shortfall of **\$(255)**. 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 \$545,133 plus \$21,256 of allocated budgeted fund equity for a total of \$566,389. Total year to date expenses as of 7/31/13 was \$616,597 for a shortfall of **\$(50,209)**. Available cash balance as of 7/31/13 was \$4,479,435.

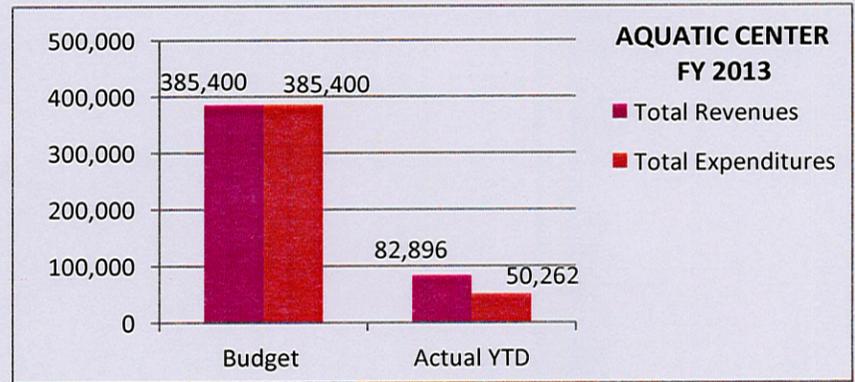
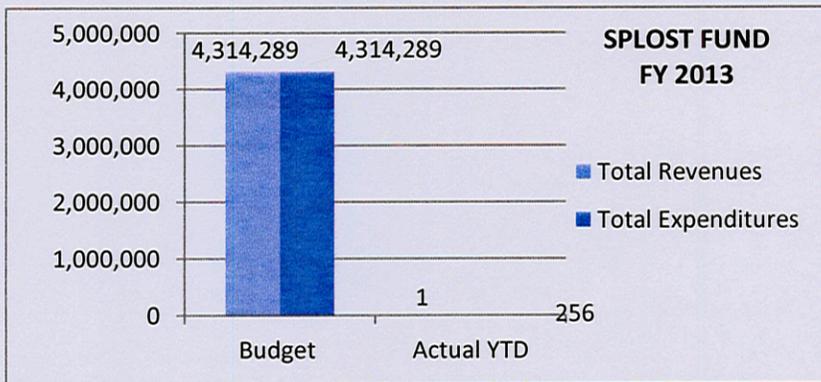
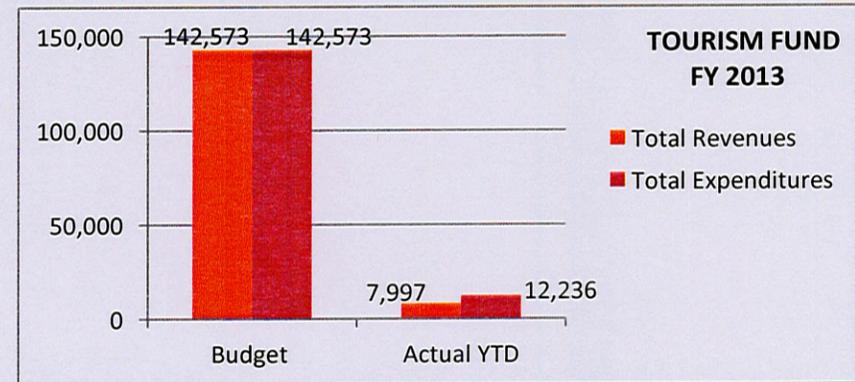
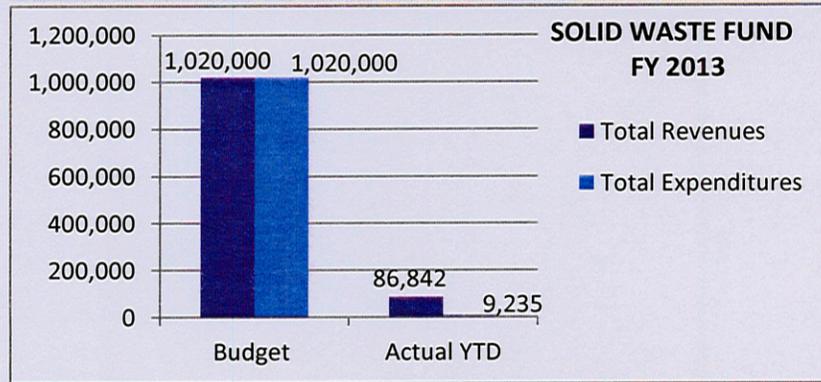
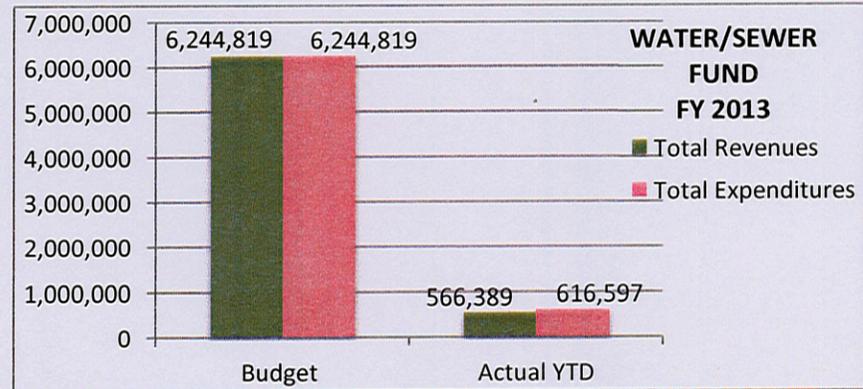
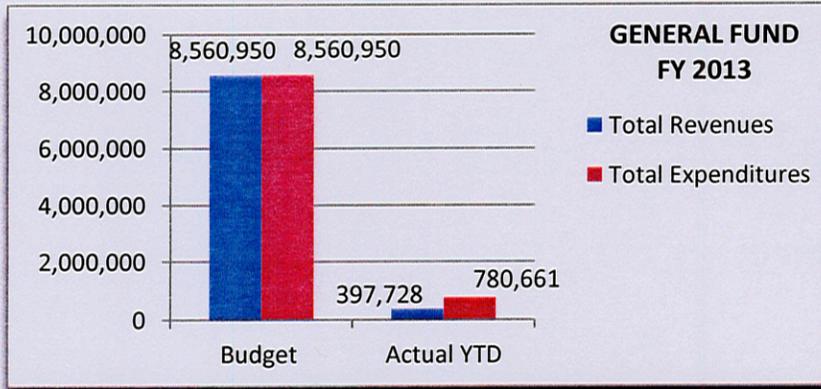
Solid Waste Fund

Total revenue for the Solid Waste fund was \$86,842. Total year to date expenditures as of 7/31/13 was \$9,235 for a revenue over expenditures balance of \$77,607. Available cash balance as of 7/31/13 was \$406,822.

Aquatic

Total revenue for the Aquatic Center was \$82,896 Total year to date expenditures as of 7/31/13 was \$50,262 for a revenue over expenditures balance of \$32,634.

YTD 07/31/2013 Month Reported



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

Jul-13

FINANCIAL SUMMARY					MONTHS COMPLETED % YEAR COMPLETED	1 8.33%
100-GENERAL FUND REVENUES	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET	
100.31.1100 REAL PROP CURRENT YEAR	\$ 2,597,400	\$ -	\$ -	\$ (1,266)	0%	
100.31.1190 OVERPAYMENTS/ADJUST TAXES	\$ -	\$ 100	\$ 100	\$ 127	#DIV/0!	
100.31.1205 2005 PROP TAX COLL	\$ -	\$ -	\$ -	\$ -		
100.31.1207 2007 PROP TAX COLL	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
100.31.1208 2008 PROPERTY TAX	\$ 5,000	\$ 2,470	\$ 2,470	\$ 2,546	49%	
100.31.1209 2009 PROPERTY TAX	\$ 10,000	\$ 2,894	\$ 2,894	\$ 3,959	29%	
100.31.1210 2010 PROPERTY TAX	\$ 10,000	\$ 3,883	\$ 3,883	\$ 4,058	39%	
100.31.1211 2011 PROPERTY TAX	\$ 10,000	\$ 3,197	\$ 3,197	\$ 10,285	32%	
100.31.1212 2012 PROPERTY TAX	\$ 55,000	\$ 14,977	\$ 14,977	\$ -	27%	
100.31.1310 MOTOR VEHICLE	\$ 190,000	\$ 50,312	\$ 50,312	\$ 15,543	26%	
100.31.1320 MOBILE HOME	\$ 6,000	\$ 54	\$ 54	\$ 497	1%	
100.31.1391 RAILROAD TAX	\$ 2,500	\$ 2,472	\$ 2,472	\$ -	99%	
100.31.1600 REAL ESTATE TRANSFER TAX	\$ 6,700	\$ 1,143	\$ 1,143	\$ 377	17%	
100.31.1610 RECORDING INTANGIBLE TAX	\$ 45,000	\$ 4,518	\$ 4,518	\$ 2,382	10%	
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	\$ 4,929	\$ 4,929	\$ -	27%	
100.31.1750 CABLE TV FRANCHISE TAX	\$ 100,000		\$ -	\$ -	0%	
100.31.1760 TELEPHONE FRANCHISE TAX	\$ 24,000	\$ 8	\$ 8	\$ 11	0%	
100.31.3100 LOCAL OPT SALES AND USE	\$ 1,975,000	\$ 158,272	\$ 158,272	\$ 160,009	8%	
100.31.4200 ALCOHOLIC BEVERAGE EXCISE	\$ 215,000	\$ 19,400	\$ 19,400	\$ 19,782	9%	
100.31.6200 INSURANCE PREMIUMS (1%)	\$ 830,000	\$ -	\$ -	\$ -	0%	
100.31.6300 FINANCIAL INSTITUTIONS	\$ 31,000	\$ -	\$ -	\$ -	0%	
100.31.9100 PENALTY AND INTEREST	\$ 75,000	\$ 8,627	\$ 8,627	\$ 6,742	12%	
100.31.9500 FIFA LEGAL/PROCESS FEES	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
100.32.1100 BEER/WINE LIC	\$ 85,000	\$ -	\$ -	\$ -	0%	
100.32.1200 GENERAL BUSINESS LIC	\$ 125,000	\$ 1,736	\$ 1,736	\$ 792	1%	
100.32.1220 BUSINESS LIC INSURANCE	\$ 22,000	\$ -	\$ -	\$ -	0%	
100.32.2100 BUILDING PERMITS	\$ 130,000	\$ 8,360	\$ 8,360	\$ 3,933	6%	
100.32.2210 ZONING FEES	\$ 4,000	\$ 1,288	\$ 1,288	\$ 400	32%	
100.32.2211 LAND-DISTURBING PERMITS	\$ 500	\$ -	\$ -	\$ -	0%	
100.32.2230 SIGN PERMITS	\$ 3,000	\$ 100	\$ 100	\$ 150	3%	
100.32.3200 GAMING FEES	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
100.32.3910 PLAN REVIEW FEES	\$ 31,250	\$ 2,440	\$ 2,440	\$ 1,058	8%	
100.34..... COPIES SOLD - ADMIN	\$ 17,250	\$ 5,005	\$ 5,005	\$ 2,556	29%	
100.34.4212 NSF FEES	\$ 120	\$ -	\$ -	\$ -	0%	
100.34.1910 QUALIFYING FEES	\$ 2,000	\$ -	\$ -	\$ -	0%	
100.34.....REVENUES-ORANGE HALL	\$ 8,100	\$ -	\$ -	\$ 800	0%	
100.34.7500 PROGRAM INCOME - SENIORS	\$ 6,800	\$ 550	\$ 550	\$ 492	8%	
100.34.9100 CEMETERY FEES	\$ 25,000	\$ 4,528	\$ 4,528	\$ 1,060	18%	
100.34.9900 ADMIN. FEES - TOURISM	\$ 3,600	\$ 300	\$ 300	\$ 300	8%	

CITY OF ST. MARYS
REVENUE & EXPENSE REPORT (UNAUDITED)
Jul-13

FINANCIAL SUMMARY					MONTHS COMPLETED % YEAR COMPLETED	1 8.33%
100-GENERAL FUND REVENUES	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET	
100.34.9902 ADMIN.FEES - MULTIGRANT	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
100.34.9910 ADMIN. FEES - SPLOST	\$ 4,000	\$ -	\$ -	\$ 1,411	0%	
100.35..... COURT FINES/FEES	\$ 350,400	\$ 19,481	\$ 19,481	\$ 23,561	6%	
100.35.1300 LIBRARY FINES/COLLECTIONS	\$ 5,000	\$ 439	\$ 439	\$ 469	9%	
100.36.1000 INTEREST EARNED	\$ 5,000	\$ 616	\$ 616	\$ 760	12%	
100.37.1000 CAPITAL CONTRIBUTIONS	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
100.37.2000 ORANGE HALL DONATION	\$ 50		\$ -	\$ -	0%	
100.38.0001 FUND EQUITY	\$ 314,301	\$ 26,192	\$ 26,192	\$ -	8%	
100.38.1000 RENTAL INCOME	\$ 325,000	\$ 26,943	\$ 26,943	\$ 24,858	8%	
100.38.1010 SPECIAL EVENTS RENTAL	\$ 7,500	\$ 125	\$ 125	\$ 1,350	2%	
100.38.9010 MISCELLANEOUS INCOME	\$ 20,000	\$ 22,370	\$ 22,370	\$ 17,793	112%	
100.38.9020 SHARED SVC SOL/W & SPLOST	\$ 25,000	\$ -	\$ -	\$ -	0%	
100.38.9025 SHARED SERVICES - IDA	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
100.38.9028 SHARED SERVICES -BOARD OF ED	\$ 44,579	\$ -	\$ -	\$ -	0%	
100.38.9030 SHARED SERVICES CUMB HARB	\$ -	\$ -	\$ -	\$ -	#DIV/0!	
100.38.9031 SHARED SVCS - DOT	\$ 16,900	\$ -	\$ -	\$ -	0%	
100.38.9035 OVER/SHORT		\$ -	\$ -	\$ -		
100.38.9032 SHARED SERVICES - HOSP AUTH.	\$ 25,000	\$ -	\$ -	\$ -	0%	
100.39.1200 OP T/F IN MULT GRANT FUND	\$ 7,500	\$ -	\$ -	\$ -	0%	
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	\$ 8,560,950	\$ 397,728	\$ 397,728	\$ 306,793	5%	

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

Jul-13

FINANCIAL SUMMARY	MONTHS COMPLETED				1
100-GENERAL FUND EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET
TOTAL LEGISLATIVE	\$ 221,413	\$ 20,783	\$ 20,783	\$ 12,339	9%
TOTAL EXECUTIVE	\$ 258,510	\$ 18,833	\$ 18,833	\$ 28,392	7%
TOTAL FINANCIAL ADMINISTRATION	\$ 977,127	\$ 110,080	\$ 110,080	\$ 127,631	11%
TOTAL IT	\$ 172,329	\$ 14,561	\$ 14,561	\$ 13,556	8%
TOTAL HUMAN RESOURCES	\$ 110,802	\$ 8,979	\$ 8,979	\$ 12,433	8%
TOTAL GEN GOVT BLDGS & PLANT	\$ 149,871	\$ 8,398	\$ 8,398	\$ 6,723	6%
TOTAL MUNICIPAL COURT	\$ 177,177	\$ 7,182	\$ 7,182	\$ 5,438	4%
TOTAL POLICE ADMINISTRATION	\$ 2,276,185	\$ 227,614	\$ 227,614	\$ 178,414	10%
TOTAL FIRE ADMINISTRATION	\$ 1,639,081	\$ 168,766	\$ 168,766	\$ 126,047	10%
TOTAL PUBLIC WORKS ADMIN	\$ 1,233,261	\$ 113,447	\$ 113,447	\$ 82,092	9%
TOTAL HIGHWAYS & STREETS ADMIN	\$ 315,000	\$ (3,196)	\$ (3,196)	\$ (3,204)	-1%
TOTAL CEMETERY	\$ 72,512	\$ 3,855	\$ 3,855	\$ 2,913	5%
TOTAL SENIOR CITIZENS CENTER	\$ 119,863	\$ 10,367	\$ 10,367	\$ 8,169	9%
TOTAL PARKS ADMINISTRATION	\$ 47,320	\$ 387	\$ 387	\$ 2,330	1%
TOTAL LIBRARY ADMINISTRATION	\$ 295,550	\$ 25,474	\$ 25,474	\$ 19,420	9%
TOTAL PROTECTIVE INSP ADMIN	\$ 116,352	\$ 10,233	\$ 10,233	\$ 9,063	9%
TOTAL PLANNING & ZONING	\$ 174,872	\$ 18,002	\$ 18,002	\$ 13,599	10%
TOTAL ECONOMIC DEVELOPMENT	\$ 167,566	\$ 15,009	\$ 15,009	\$ 10,833	9%
TOTAL AIRPORT	\$ 5,000	\$ 412	\$ 412	\$ -	8%
TOTAL SPECIAL FACILITIES	\$ 31,159	\$ 1,473	\$ 1,473	\$ 1,556	5%
TOTAL EXPENDITURES	\$ 8,560,950	\$ 780,661	\$ 780,661	\$ 657,743	9%

REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ (382,932)	\$ (382,932)	\$ (350,950)
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Cash Balances:	\$4,424,078	Run Rate Analysis:	
LESS: Restricted Budgeted Fund Equity	\$314,301	Average YTD Mo. Exp.	\$780,661
Unrestricted Cash Balances	\$4,109,777	Months of Operating Cash	5.21
LESS: Outstanding P.O.'s	\$38,676		
Available Cash	\$4,071,101		

CITY OF ST. MARYS
REVENUE & EXPENSE REPORT (UNAUDITED)
Jul-13

					MONTHS COMPLETED	1
FINANCIAL SUMMARY					% YEAR COMPLETED	
				8.33%		
275-SPECIAL REVENUE FUND REVENUES	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET	
TAXES	\$ 115,322	\$ 7,253	\$ 7,253	\$ 7,858	6%	
CHARGES FOR SERVICES	\$ 12,130	\$ 536	\$ 536	\$ 417	4%	
INVESTMENT INCOME	\$ 21	\$ 1	\$ 1	\$ 1	3%	
CONTRIBUTIONS/DONATIONS	\$ 700	\$ 17	\$ 17	\$ 13	2%	
MISCELLANEOUS	\$ 7,400	\$ 190	\$ 190	\$ -	3%	
OTHER FINANCING SOURCES	\$ 7,000	\$ -	\$ -	\$ -	0%	
TOTAL REVENUES	\$ 142,573	\$ 7,997	\$ 7,997	\$ 8,289	6%	

275-SPECIAL REVENUE FUND EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET
PRSNL SERVICES/BENEFITS	\$ 28,136	\$ 2,996	\$ 2,996	\$ 1,991	11%
PURCHASED/CONTRACTED SVC	\$ 98,581	\$ 8,547	\$ 8,547	\$ 9,258	9%
SUPPLIES	\$ 8,856	\$ 92	\$ 92	\$ 430	1%
CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
INTERGOVERNMENTAL	\$ 7,000	\$ 600	\$ 600	\$ 700	9%
TOTAL TOURISM	\$ 142,573	\$ 12,236	\$ 12,236	\$ 12,379	9%

REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ (4,239)	\$ (4,239)	\$ (4,090)	0
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Cash Balances: (-sal/fica-due to pooled cash)	-\$20,644	Run Rate Analysis:	
LESS: Restricted Budgeted Fund Equity	\$0	Average YTD Mo. Exp.	\$12,236
Unrestricted Cash Balances	-\$20,644	Months of Operating Cash	(1.85)
LESS: Outstanding P.O.'s	\$2,008		
Available Cash	-\$22,652		

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

Jul-13

FINANCIAL SUMMARY	MONTHS COMPLETED				1
	% YEAR COMPLETED				8.33%
320-SPLOST FUND REVENUES	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET
TAXES	\$ 4,314,289			\$ 112,761	0%
INVESTMENT INCOME	\$ -	\$ 1	\$ 1	\$ -	#DIV/0!
MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	
OTHER FINANCING SOURCES	\$ -	\$ -	\$ -	\$ 4	#DIV/0!
TOTAL REVENUES	\$ 4,314,289	\$ 1	\$ 1	\$ 112,765	0%

320-SPLOST FUND EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET
320.51512-52.1211 AUDIT SPLOST VI	\$ -	\$ -	\$ -	\$ -	#DIV/0!
320.51565-54.1500 CITY BUILDINGS VI	\$ 30,000	\$ -	\$ -	\$ 29	0.0%
320.54220-54.1241 DRAINAGE - SPLOST VI	\$ -	\$ 170	\$ 170	\$ 678	#DIV/0!
320.54220-54.1416 PAVING/OVERLAY VI	\$ 142,000	\$ 86	\$ 86	\$ 704	0%
320.54310-54.1202 SEWER INFRA SPLOST VI	\$ 3,750,000	\$ -	\$ -	\$ -	0%
320.59000-61.1000 OPERATING TFR OUT	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL EXPENDITURES VI	\$ 3,922,000	\$ 256	\$ 256	\$ 1,411	0.01%

320-SPLOST FUND EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET
320.54200-54.1412 EQUIP/FACILITIES VII	\$ 367,289	\$ -	\$ -	\$ -	0%
320.54220-52.2224 INFRASTRUCTURE VII	\$ 25,000	\$ -	\$ -	\$ -	0.0%
TOTAL EXPENDITURES VII	\$ 392,289	\$ -	\$ -	\$ -	0.0%

REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ (255)	\$ (255)	\$ 111,354
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Cash Balances:	\$520		Run Rate Analysis:
LESS: Restricted Budgeted Fund Equity	\$0		Average YTD Mo. Exp. \$256
Unrestricted Cash Balances	\$520		Months of Operating Cash (9.87)
LESS: Outstanding P.O.'s	\$3,048		
Available Cash	-\$2,528		

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

Jul-13

FINANCIAL SUMMARY	MONTHS COMPLETED				1
	% YEAR COMPLETED				8.33%
505-WATER AND SEWER FUND REVENUES	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET
505.33.4110 STATE GOV GRANTS-DIRECT	\$ -	\$ -	\$ -	\$ -	#DIV/0!
505.34.4210 WATER CHARGES	\$ 2,140,000	\$ 183,386	\$ 183,386	\$ 183,079	9%
505.34.4211 TRANSFER/TEMP SERVICES	\$ 45,000	\$ 4,340	\$ 4,340	\$ 3,900	10%
505.34.4212 RECONNECTION NSF FEES	\$ 80,000	\$ 7,080	\$ 7,080	\$ 6,815	9%
505.34.4213 LATE FEES AND PENALTIES	\$ 130,000	\$ 9,713	\$ 9,713	\$ 11,792	7%
505.34.4214 TURN ON FEE	\$ 42,500	\$ 3,920	\$ 3,920	\$ 3,605	9%
505.34.4216 CAP RECOVERY WATER - DEV	\$ 27,375	\$ 5,023	\$ 5,023	\$ 2,851	18%
505.34.4217 WATER CHARGES 2	\$ 700,000	\$ 61,052	\$ 61,052	\$ 61,029	9%
505.34.4230 SEWERAGE CHARGES	\$ 1,966,500	\$ 174,123	\$ 174,123	\$ 170,212	9%
505.34.4231 SEWER CHARGES 2	\$ 680,000	\$ 57,863	\$ 57,863	\$ 57,475	9%
505.34.4236 CAP RECOVERY METER - DEV	\$ 7,000	\$ 1,120	\$ 1,120	\$ 560	16%
505.34.4256 CAP RECOVERY SEWER - DEV	\$ 88,875	\$ 16,496	\$ 16,496	\$ 9,386	19%
505.34.4263 CONSTRUCTION FEES	\$ 77,500	\$ 20,750	\$ 20,750	\$ 11,736	27%
505.38.0001 FUND EQUITY	\$ 255,069	\$ 21,256	\$ 21,256	\$ -	8%
505..... INTEREST/MISC/OTHER REVENUES	\$ 5,000	\$ 267	\$ 267	\$ 738	5%
TOTAL REVENUE	\$ 6,244,819	\$ 566,389	\$ 566,389	\$ 523,178	9%

SANITATION ADMINISTRATION EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET
PRSNL SERVICES/BENEFITS	\$ 894,033	\$ 100,338	\$ 100,338	\$ 73,614	11%
PURCHASED/CONTRACTED SVC	\$ 408,628	\$ 12,095	\$ 12,095	\$ 23,878	3%
SUPPLIES	\$ 618,816	\$ 6,350	\$ 6,350	\$ 2,805	1%
CAPITAL OUTLAY	\$ 108,500	\$ -	\$ -	\$ 3,227	0%
DEPRECIATION/AMORTIZATION	\$ -	\$ -	\$ -	\$ -	#DIV/0!
INTERGOVERNMENTAL	\$ 65,000	\$ -	\$ -	\$ -	0%
DEBT SERVICES/FISCAL AGENT FEES	\$ 5,000	\$ -	\$ -	\$ -	0%
TOTAL SANITARY ADMINISTRATION	\$ 2,099,977	\$ 118,783	\$ 118,783	\$ 103,525	6%

WATER ADMINISTRATION EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET
PRSNL SERVICES/BENEFITS	\$ 775,803	\$ 81,783	\$ 81,783	\$ 61,994	11%
PURCHASED/CONTRACTED SVC	\$ 254,619	\$ 11,020	\$ 11,020	\$ 4,370	4%
SUPPLIES	\$ 282,816	\$ 6,488	\$ 6,488	\$ 1,558	2%
CAPITAL OUTLAY	\$ 8,500	\$ -	\$ -	\$ -	0%
DEPRECIATION/AMORTIZATION	\$ -	\$ -	\$ -	\$ -	#DIV/0!
INTERGOVERNMENTAL	\$ 80,000	\$ -	\$ -	\$ -	0%
DEBT SERVICES/FISCAL AGENT FEES	\$ 3,000	\$ -	\$ -	\$ -	0%
TOTAL WATER ADMINISTRATION	\$ 1,404,738	\$ 99,291	\$ 99,291	\$ 67,922	7%

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

Jul-13

					MONTHS COMPLETED	1
FINANCIAL SUMMARY					%	8.33%
		CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET	
DEBT SERVICE-PRINCIPLE EXPENDITURE SUMMARY						
505.58000-58.1110 BOND PYMT 88 & 92 PRIN	\$ 285,000	\$ 300,000	\$ 300,000	\$ 285,000		105.26%
505.58000-58.1340 GEFA LOAN 95-021-W	\$ -	\$ -	\$ -	\$ 1,558		#DIV/0!
505.58000-58.1350 GEFA LOAN 97-L97-WS PR	\$ -	\$ -	\$ -	\$ -		#DIV/0!
505.58000-58.1360 GEFA LOAN 98-L46-WJ PR	\$ -	\$ -	\$ -	\$ -		#DIV/0!
505.58000-58.1370 GEFA LOAN CW00-017	\$ -	\$ -	\$ -	\$ -		#DIV/0!
505.58000-58.1380 GEFA LOAN CWS-RF-0	\$ 240,073	\$ 19,843	\$ 19,843	\$ 19,292		8%
505.58000-58.1382 GEFA LOAN 2010-L26WQ	\$ 31,835	\$ 2,607	\$ 2,607	\$ -		8%
505.58000-58.1385 EQUIPMENT LOANS PR	\$ -	\$ -	\$ -	\$ -		#DIV/0!
DEBT SERVICE-PRINCIPLE	\$ 556,908	\$ 322,450	\$ 322,450	\$ 305,850		58%

		CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET
DEBT SERVICE-INTEREST EXPENDITURE SUMMARY						
505.58000-58.2110 BOND PAYMENT 88 & 92	\$ 139,191	\$ 65,231	\$ 65,231	\$ 73,959		47%
505.58000-58.2115 INTEREST-BOND INT 2010	\$ 1,915,400	\$ -	\$ -	\$ -		0%
505.58000-58.2340 GEFA LOAN 95-021-WQ INT	\$ -			\$ 7		#DIV/0!
505.58000-58.2350 GEFA LOAN 97-L97-WS INT	\$ -			\$ -		#DIV/0!
505.58000-58.2360 GEFA LOAN 98-L46-WJ INT	\$ -			\$ -		#DIV/0!
505.58000-58.2370 GEFA LOAN CW00-017	\$ -			\$ -		#DIV/0!
505.58000-58.2380 GEFA LOAN CWS-RF-0	\$ 93,340	\$ 7,941	\$ 7,941	\$ 8,493		9%
505.58000-58.2382 GEFA LOAN 2010 L26WQ	\$ 35,265	\$ 2,901	\$ 2,901	\$ -		8%
505.58000-58.2385 EQUIPMENT LOANS	\$ -	\$ -	\$ -	\$ -		#DIV/0!
DEBT SERVICE-INTEREST	\$ 2,183,196	\$ 76,074	\$ 76,074	\$ 82,459		3%

505-59000-61.1000 OPERATING TFR OUT	\$ -	\$ -	\$ -	\$ -		
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TOTAL EXPENDITURES	\$ 6,244,819	\$ 616,597	\$ 616,597	\$ 559,756		10%
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REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ (50,209)	\$ (50,209)	\$ (36,578)		
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Cash Balances:	\$4,772,505	Run Rate Analysis:	
LESS: Restricted Budgeted Fund Equity	\$255,069	Average YTD Mo. Exp.	\$616,597
Unrestricted Cash Balances	\$4,517,436	Months of Operating Cash	7.26
LESS: Outstanding P.O.'s	\$38,001		
Available Cash	\$4,479,435		

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

Jul-13

FINANCIAL SUMMARY	MONTHS COMPLETED				1
	% YEAR COMPLETED				8.33%
540-SOLID WASTE FUND REVENUES	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET
540.34.4111 RESIDENTIAL REFUSE CHARGE	\$ 963,000	\$ 81,141	\$ 81,141	\$ 81,530	8%
540.34.4112 COMMERCIAL REFUSE CHARGES	\$ 22,000	\$ 1,883	\$ 1,883	\$ 1,877	9%
540.34.4190 LATE FEES AND PENALTIES	\$ 22,500	\$ 1,718	\$ 1,718	\$ 1,917	8%
540.34.9900 OTHER CHARGES	\$ 12,500	\$ 2,100	\$ 2,100	\$ 5,250	17%
540.36.1000 INTEREST REVENUES	\$ -	\$ -	\$ -	\$ -	#DIV/0!
540.38.0001 FUND EQUITY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL REVENUES	\$ 1,020,000	\$ 86,842	\$ 86,842	\$ 90,574	9%

540-SOLID WASTE FUND EXPENDITURE SUMMARY	CURRENT BUDGET	CURRENT PERIOD	JULY YTD 2013	JULY YTD 2012	% YTD BUDGET
PRSNL SERVICES/BENEFITS	\$ 81,523	\$ 8,545	\$ 8,545	\$ 6,116	10%
PURCHASED/CONTRACTED SVC	\$ 907,415	\$ 690	\$ 690		0%
SUPPLIES	\$ 2,950	\$ -	\$ -	\$ 26	0%
INTERGOVERNMENTAL	\$ 28,112	\$ -	\$ -		0%
DEPRECIATION/AMORTIZATION	\$ -	\$ -	\$ -		#DIV/0!
TOTAL SOLID WASTE COLLECTION	\$ 1,020,000	\$ 9,235	\$ 9,235	\$ 6,142	1%

REVENUE OVER/(UNDER) EXPENDITURES	\$ -	\$ 77,607	\$ 77,607	\$ 84,432	0
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Cash Balances:	\$406,822	Run Rate Analysis:	
LESS: Restricted Budgeted Fund Equity	\$0	Average YTD Mo. Exp.	\$9,235
Unrestricted Cash Balances	\$406,822	Months of Operating Cash	44.05
LESS: Outstanding P.O.'s	\$0		
Available Cash	\$406,822		

555 -AQUATIC CENTER FINANCIAL SUMMARY	FY2014 Budget	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	12Mths	YTD 7/2013 YTD	7/2012 YTD
REVENUE SUMMARY																
CHARGES FOR SERVICES	385,400	26,500	9,256	775	125	275	1,324	998	2,607	13,998	73,484	95,150	82,791	307,281	82,791	108,422
INVESTMENT INCOME	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CONTRIBUTIONS/DONATIONS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MISCELLANEOUS	-	112	1,209	17	-	-	144	2	1	21	20	103	105	1,734	105	108
OTHER FINANCING SOURCES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	385,400	26,612	10,465	792	125	275	1,468	1,000	2,608	14,018	73,505	95,253	82,896	309,016	82,896	108,530
EXPENDITURE SUMMARY																
PRSNL SERVICES/BENEFITS		31,369	6,656	474	1,587	1,201	1,129	1,325	2,048	1,938	482	-	964	49,173	964	34,138
PURCHASED/CONTRACTED SVC	246,900	6,517	4,969	5,247	4,141	4,770	4,531	3,293	4,103	3,512	21,908	60,650	42,385	166,026	42,385	3,119
SUPPLIES	138,500	10,329	8,992	7,045	7,857	4,373	3,026	4,667	6,193	6,800	12,998	25,805	6,912	104,997	6,912	12,974
CAPITAL OUTLAY	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DEPRECIATION/AMORTIZATION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL AQUATIC CENTER	385,400	48,215	20,617	12,766	13,585	10,344	8,687	9,285	12,344	12,249	35,388	86,455	50,262	320,197	50,262	50,232
REVENUE OVER/(UNDER) EXPENDITURES	-	(21,603)	(10,152)	(11,974)	(13,460)	(10,069)	(7,219)	(8,285)	(9,737)	1,769	38,116	8,798	32,634	(11,181)	32,634	58,298

Cash Balances: (-sal/fica)	-52,271
LESS: Restricted Budgeted Fd Equity	\$0
Unrestricted Cash Balances	-52,271
LESS: Outstanding P.O.'s	\$2,466
Available Cash	-54,737