

**BOARD AND DEPARTMENTAL REPORT FOR CITY COMMISSION MEETING
AUGUST 11, 2021**

CODE ENFORCEMENT/BUILDING/ZONING

Please see pages 1-17.

COMPREHENSIVE PLANNING AND ZONING BOARD

The minutes of the Board's June 15, 2021, meeting are attached as pages 18-29.

SUSTAINABILITY AND ENVIRONMENTAL ADVISORY PLANNING COMMITTEE

The minutes of the Committee's June 9 and July 14, 2021, meetings are attached as pages 30-61.

POLICE DEPARTMENT

Please see page 62.

PUBLIC WORKS DEPARTMENT

Please see pages 63-66.

FINANCE/ADMINISTRATION

Please see page 67.

CITY MANAGER

1. Complaints

A. Missing No Parking Sign

A resident of F Street east of the Boulevard asked that a missing No Parking sign be replaced. His request was forwarded to the Public Works Department.

B. Faded Emergency Location Signs on Beach

A resident pointed out that the signs on the beach that identify the streets are faded and need to be replaced. The City Manager forwarded his observation to the County's Parks and Recreation Department, which forwarded it to the County's Natural Resources Superintendent for action.

2. Major Projects

A. Road/Sidewalk Improvements

1) Opening 2nd Street West of 2nd Avenue

Consideration of opening this section of 2nd Street has been discussed at various times by the City Commission and the owners of the vacant lots adjacent to it since 1992. Finally, in 2021, an agreement

has been reached for the owners of the lot adjacent to the street to pay the cost of the new road that will benefit their property by making it available for development. At its June 7, 2021, meeting, the City Commission adopted a fee of \$3,940, which each lot owner will pay, or an owner can pay his or her total share in one payment. The City will also pay a third of the costs. In the meantime, the City's civil engineering consultant is preparing plans for the project. The plans should be completed by September. The City will then advertise for bids.

There are two related matters: First, two lot owners want to dedicate their lots for conservation purposes to the Putnam County Land Trust. As of the end of July, no information had been received concerning the dedication of the lots. Second, the existing section of 2nd Street, which is between 2nd Avenue and A1A Beach Boulevard, will have new pavement and be slightly widened. The cost of this project will be paid from general revenues, not by assessing the adjacent property owners.

2) Sidewalk on A Street

A resident has suggested that a sidewalk is needed on A Street between the beach and the Boulevard because of the traffic and number of pedestrians and bicyclists along that section of A Street. This project has become part of the one to solve the flooding problem along the north side of the street. Vice Mayor Samora and City and County staff met at A Street to review the plan. In addition to the sidewalk, an underground drainage pipe will be constructed. The project will begin this fall, after the summer tourist season has ended.

B. Beach Matters

1) Off-Beach Parking

As the City Commission has decided for the time being not to have paid parking in the City, the focus concerning off-beach parking has shifted to improving the City's existing rights-of-way and plazas to improve the rights-of-way and areas where people can park. At its March 2, 2020, meeting, the Commission reviewed a report prepared by the Public Works Director of City-owned streets and plazas where parking improvements could be made. The Public Works Director and the City Manager asked the Tourist Development Council at its March 16th meeting for funding to improve three parking areas. However, as one TDC member said, revenue from the bed tax will likely decline significantly because of the coronavirus pandemic and the City is not likely to receive at this time any bed tax funds for the improvements. Possibly, road impact fees may be used for improving the right-of-way of certain streets for visitor parking. At a workshop still to be scheduled, the Commission will discuss again a parking plan and whether to have paid parking. In the meantime, in response the resident requests, the City staff posted No Parking signs along the east side of 2nd Avenue between 3rd and 7th Streets. Other residents have requested that No Parking signs be posted along the west side of 2nd Avenue between 3rd and 7th Streets.

At its May 24th continuation meeting, the City Commission discussed locations for a five-year parking improvements plan and requested that the Planning Board develop a list of prioritized projects for a five-year plan. The Board discussed this at its June 15th meeting and decided that each member is to send their respective list to the Building Department's Executive Assistant. Only the Board's chairman provided a list. At its July 20th meeting, the Planning Board reviewed his list and other information and decided to table the matter because the Board had only four members present for the meeting.

Also, the County was asked about its plans from several years ago to have parking along the north side of Pope Road between A1A Beach Boulevard and the driveway to the YMCA. It responded that it had no plans for the project at this time. At its August 11th meeting, the City Commission will ask the County to include in a five-year plan the construction of parking spaces along this section of Pope Road.

C. Parks

1) Ocean Hammock Park

This Park is located on the east side of A1A Beach Boulevard between the Bermuda Run and Sea Colony subdivisions. It was originally part of an 18-acre vacant tract. Two acres were given to the City by the original owners for conservation purposes and for where the boardwalk to the beach is now located. The City purchased 11.5 acres in 2009 for \$5,380,000 and received a Florida Communities Trust grant to reimburse it for part of the purchase price. The remaining 4.5 acres were left in private ownership. In 2015, The Trust for Public Land purchased the 4.5 acres for the appraised value of \$4.5 million. The City gave the Trust a down payment of \$1,000,000. Thanks to a grant application prepared by the City's Chief Financial Officer, Ms. Melissa Burns, and to the presentation by then-Mayor Rich O'Brien at a Florida Communities Trust board meeting in February 2017, the City was awarded \$1.5 million from the state to help it pay for the remaining debt to The Trust for Public Land. The City received the check for \$1.5 million in October 2018. For the remaining amount owed to The Trust for Public Land, the Commission at public hearings in September 2018 raised the voter-approved property tax debt millage to half a mill. A condition of the two grants is that the City implement the management plan that was part of the applications for the grants. The plan includes such improvements as restrooms, trails, a pavilion, and information signs. The Public Works Director applied to the state for a Florida Recreation Development Assistance Program grant to pay half the costs of the restrooms. The City has received the grant. Construction of the restrooms will be done in the summer of 2021.

Also, to implement the management plan, the City has applied for funding from a state grant and from a Federal grant from the National Oceanic and Atmospheric Administration. The Public Works Director's master plan for improvements to the Park was reviewed by the City Commission at its October 5, 2020, regular meeting. The plans for the interior park improvements (observation deck, picnic pavilion and trails) are now in the design and permitting phase.

2) Hammock Dunes Park

This 6.1-acre park is on the west side of A1A Beach Boulevard between the shopping plaza and the Whispering Oaks subdivision. The County purchased the property in 2005 for \$2.5 million. By written agreement, the City reimbursed the County half the purchase price, or \$1,250,000, plus interest. At its July 26, 2016, meeting, the County Commission approved the transfer of the property's title to the City, with the condition that if the City ever decided to sell the property, it would revert back to the County. Such a sale is very unlikely, as the City Charter requires that the Commission by a vote of four members approve the sale, and then the voters in a referendum must approve it. At this time, the City does not have the money to develop any trails or other amenities in the Park. Unlike Ocean Hammock Park, there is no management plan for Hammock Dunes Park.

D. Changes to Land Development Regulations

There are several. The first one amends Section 3.02.03 by adding to the list of prohibited uses in the City any business or organization that is required to be regulated by the State of Florida's Substance Abuse Services law. The ordinance adopting this change was approved by the Commission on first reading on June 7th. The ordinance had its first public hearing on July 6th, when the Commission passed it on second reading. The ordinance will have a second public hearing and final reading at the Commission's August 11th meeting.

A second change to the Regulations will be to allow the Comprehensive Planning and Zoning Board to approve most conditional use permits. The Commission will review an ordinance at its August 11th meeting.

A third change is to have the Planning Board hold the first public hearing on changes to the Land Development Regulations. The Commission passed an ordinance on first reading to allow this. The ordinance will have its first public hearing and second reading at the Commission's August 11th meeting.

3. Finance and Budget

A. Fiscal Year 2021 Budget

FY 21 began on October 1, 2020, and will end on September 30, 2021. June 30, 2021, marked the end of the ninth month of the Fiscal Year. The June monthly financial report shows that for the General Fund, the City had received \$6,759,100 and had spent \$4,731,216. The year-to-date surplus of revenues over expenditures is \$2,027,885. A year earlier at the end of June 2020, the surplus was \$467,652. Unlike in previous fiscal years, the surplus this year has not diminished significantly during the latter half of the fiscal year. The City receives most of the revenue from property taxes between November and April. By the end of June 2021, the City had received \$3,460,643 from property taxes, or 102% of the total projected for the entire fiscal year. A year earlier, at the end of June 2020, the amount received from property taxes was \$3,161,129, or \$299,514 less than was received by June 30, 2021. Also, other significant sources of revenue by the end of June 2021 were communication services tax (\$467,837), electric utility tax (\$417,075), building permit fees (\$267,420), electric franchise fee (\$232,568) and solid waste service fee (\$470,806).

B. Alternative Revenue Sources

The City Commission has asked the administration to suggest potential sources of money. At its October 5, 2020, meeting, the Commission discussed a preliminary proposal from the Public Works Director to levy a stormwater fee. The Commission decided not to levy the fee but to review the proposal again at a workshop in the spring of 2021. The Commission discussed the stormwater fee at its workshop meeting on June 17, 2021, but made no decision concerning it. This topic will be on the agenda for the Commission's September 13, 2021, meeting.

At the October 5th meeting, a Commissioner suggested considering paid parking again. No date has been set for a workshop on this topic.

C. Preparations for Fiscal Year 2022 Budget

The preliminary draft of the budget was completed by the Finance Director in early July and meetings with individual Commissioners and the department heads were held later in July. The Commission held the first public review of the budget on July 26th and decided to set the preliminary property tax millage for FY 22 at 2.5998 mills, or \$2.60 per each \$1,000 of the assessed value of each parcel of real estate in the City. The millage for the current fiscal year, FY 21, is 2.45 mills, or \$2.45 per each \$1,000 of assessed value. Thus, the increase is 15 cents for each \$1,000 of assessed value. The Commission also set the debt millage at .50 or half a mill and scheduled the first public hearing on the millage and the budget on Monday, September 13, 2021, at 5 p.m.

4. Miscellaneous

A. Permits for Upcoming Events

In July, the City Manager approved the permit for the winter TNT Arts and Crafts Show at the pier park on January 8-9, 2022.

B. Strategic Plan

The Commission decided at its January 7, 2019, meeting that it and the City staff would update the plan. The Commission agreed with the City Manager's suggestions for goals at its June 10th meeting and asked that the Planning Board and the Sustainability and Environmental Planning Advisory Committee be asked to provide their suggestions for the plan. The responses were reviewed by the Commission at its August 5th meeting. The Commission decided to have a mission statement developed. Suggestions for the statement were provided to the Commission for consideration at its September meeting. By consensus, the Commission asked the City Manager to develop a Mission Statement and provide it at a future meeting. This has been done along with a Vision Statement, a Values Statement, and a list of tasks. The City Commission reviewed the proposed plan at its January 14, 2020, continuation meeting, provided comments and asked that the plan be submitted for another review at the City Commission's April 6th meeting. However, because of the need to shorten the Commission meetings because of the pandemic, review of the strategic plan was postponed. The Commission reviewed the plan at its February 8th continuation meeting. Commissioner George suggested changes to the Vision Statement. She will work with the City Manager on the wording.

In the meantime, the City administration will propose from time to time that the Commission review specific strategic plan goals. The first goal, Transparent Communication with Residents and Property Owners, was reviewed at the Commission's April 5, 2021, meeting. The Commission discussed having residents sign up for information, authorizing the use of the City's phone system for event information and purchasing an electronic message board to replace the old-fashioned manual sign on the west side of the city hall by State Road A1A, and the costs of mailers and text messages, etc. to residents. However, because of budget constraints, the message board has been deleted from the proposed Fiscal Year 2022 budget.

C. Workshops

On March 8, 2021, the Commission held a workshop on the following topics: 1) review of employee salaries and pay ranges; 2) restructuring of the Building Department; 3) history of the Police Department budgets; 4) repair and replacement of City assets, such as vehicles; 5) succession planning for the departments and for the positions of Police Chief and City Manager. The results of that workshop were:

- At its April 5th meeting, the Commission approved the City administration's proposal to bring up the pay of those employees that a study showed were below the average for comparable cities in the northeast Florida area. The adjustments will go into effect on July 1, 2021.
- At its May 3rd meeting, the Commission discussed whether the pay for the Commission needs to be adjusted and decided to leave the current pay unchanged.

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Also, at the May 3rd meeting, the Commission decided to hold two workshops: a joint one with the Planning Board and the Sustainability and Environmental Planning Advisory Committee on May 18th and a workshop to review options concerning the City's solid waste/recycling operations on May 24th. Both these meetings were held.

At its June 7th regular meeting, the Commission scheduled a workshop meeting on Thursday, June 17th, to consider adopting a stormwater utility to provide funding for the maintenance of the City's drainage infrastructure; and setting the rate for the non-ad valorem assessment for the collection of household waste, special waste, and recyclables. The outcome of the workshop was direction by the Commission to the City administration to make \$211 the yearly non-ad valorem assessment for solid waste and recycling pickup/disposal, to educate residents concerning what's can be put in the recycling bins and what is not recyclable, to investigate the leasing of a garbage truck, and to meet with the company that picks up recyclables in the City concerning what can be done to reduce recycling costs.

At this time, no workshops have been scheduled during the remaining months of 2021.

CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

OF PERMITS ISSUED

	FY 19	FY 20	FY 21	FY 22
OCT	158	174	147	
NOV	140	127	137	
DEC	129	129	128	
JAN	167	134	110	
FEB	139	122	124	
MAR	129	126	184	
APR	195	98	142	
MAY	155	114	129	
JUN	120	126	179	
JUL	132	139		
AUG	143	163		
SEP	122	131		
TOTAL	1729	1583	1280	

OF PERMITS ISSUED



OF INSPECTIONS PERFORMED

	FY 19	FY 20	FY 21	FY 22
OCT	424	298	268	
NOV	255	341	250	
DEC	262	272	315	
JAN	426	383	311	
FEB	334	348	293	
MAR	377	294	360	
APR	306	246	367	
MAY	308	289	226	
JUN	288	288	295	
JUL	312	259		
AUG	275	225		
SEP	250	281		
TOTAL	3817	3524	2685	

OF INSPECTIONS PERFORMED

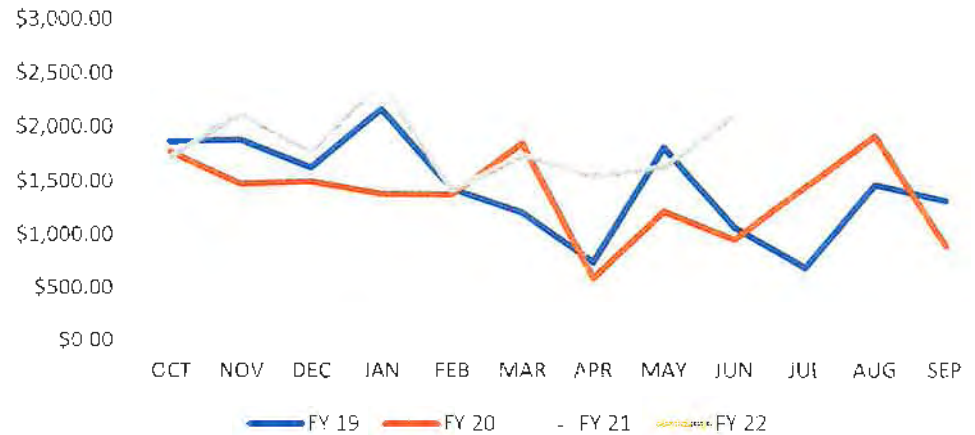


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

ELECTRICAL PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22
OCT	\$1,860.32	\$1,765.00	\$1,718.00	
NOV	\$1,872.66	\$1,475.00	\$2,115.00	
DEC	\$1,622.32	\$1,495.00	\$1,770.00	
JAN	\$2,151.66	\$1,380.00	\$2,418.00	
FEB	\$1,425.32	\$1,375.00	\$1,413.00	
MAR	\$1,203.33	\$1,843.00	\$1,740.00	
APR	\$743.00	\$600.00	\$1,553.00	
MAY	\$1,805.00	\$1,215.00	\$1,628.00	
JUN	\$1,065.00	\$955.00	\$2,108.00	
JUL	\$690.00	\$1,443.00		
AUG	\$1,460.00	\$1,910.00		
SEP	\$1,310.00	\$895.00		
TOTAL	\$17,208.61	\$16,351.00	\$16,463.00	

ELECTRICAL PERMIT FEE REPORT



PLUMBING PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22
OCT	\$3,016.37	\$2,786.00	\$1,844.00	
NOV	\$3,867.41	\$2,221.00	\$1,133.00	
DEC	\$2,783.10	\$1,869.00	\$1,062.00	
JAN	\$3,031.40	\$3,256.00	\$628.00	
FEB	\$2,440.44	\$1,395.00	\$3,449.00	
MAR	\$2,037.24	\$1,125.00	\$2,579.00	
APR	\$3,015.00	\$1,430.00	\$1,411.00	
MAY	\$2,110.00	\$1,459.00	\$1,390.00	
JUN	\$1,590.00	\$1,432.00	\$2,474.00	
JUL	\$1,525.00	\$1,218.00		
AUG	\$1,550.00	\$1,356.00		
SEP	\$1,706.00	\$2,270.00		
TOTAL	\$28,671.96	\$21,817.00	\$15,970.00	

PLUMBING PERMIT FEE REPORT

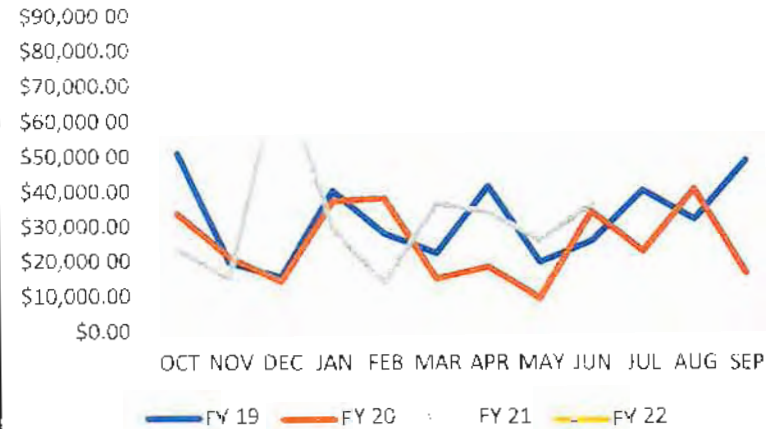


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

BUILDING PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22
OCT	\$51,655.01	\$34,277.62	\$24,139.90	
NOV	\$20,192.42	\$21,844.58	\$15,910.52	
DEC	\$16,104.22	\$14,818.54	\$76,639.68	
JAN	\$40,915.31	\$37,993.58	\$30,011.51	
FEB	\$28,526.70	\$38,761.13	\$14,706.76	
MAR	\$22,978.53	\$15,666.80	\$37,447.22	
APR	\$42,292.91	\$19,092.61	\$34,884.49	
MAY	\$20,391.12	\$10,194.02	\$26,753.41	
JUN	\$26,445.26	\$34,939.40	\$37,149.19	
JUL	\$41,120.86	\$23,555.36		
AUG	\$32,714.82	\$41,455.38		
SEP	\$49,543.66	\$17,169.56		
TOTAL	\$392,880.82	\$309,768.58	\$297,642.68	

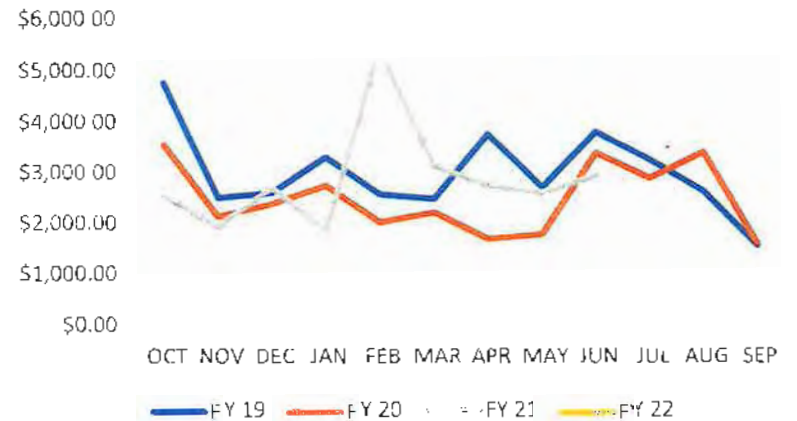
BUILDING PERMIT FEE GRAPH



MECHANICAL PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22
OCT	\$4,819.09	\$3,593.67	\$2,574.62	
NOV	\$2,541.44	\$2,160.00	\$1,963.00	
DEC	\$2,633.64	\$2,409.62	\$2,738.04	
JAN	\$3,338.69	\$2,768.47	\$1,891.99	
FEB	\$2,601.00	\$2,044.08	\$5,505.00	
MAR	\$2,515.33	\$2,237.73	\$3,163.00	
APR	\$3,801.26	\$1,716.00	\$2,784.79	
MAY	\$2,736.33	\$1,809.00	\$2,637.52	
JUN	\$3,844.54	\$3,417.00	\$2,978.00	
JUL	\$3,286.00	\$2,917.93		
AUG	\$2,663.49	\$3,430.11		
SEP	\$1,579.42	\$1,621.00		
TOTAL	\$36,360.23	\$30,124.61	\$26,235.96	

MECHANICAL PERMIT FEE REPORT

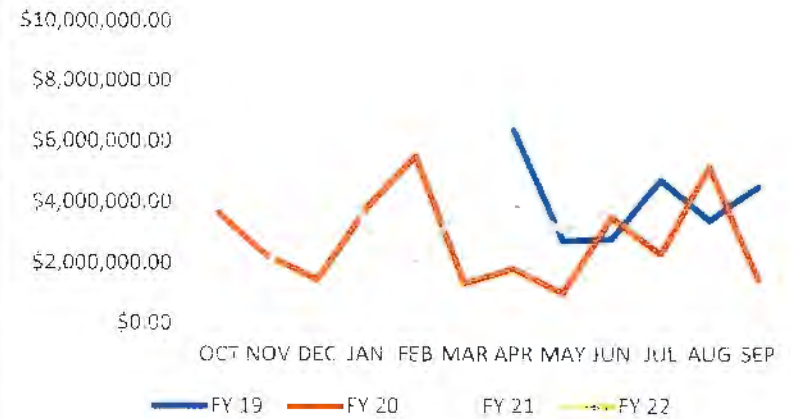


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

ALTERATION COST

	FY 19	FY 20	FY 21	FY 22
OCT		\$3,657,414.56	\$2,313,298.53	
NOV		\$2,242,421.52	\$1,440,841.88	
DEC		\$1,449,915.40	\$9,160,479.89	
JAN		\$3,789,363.81	\$3,088,758.57	
FEB		\$5,519,900.00	\$2,010,259.40	
MAR		\$1,321,570.04	\$4,010,607.80	
APR	\$6,338,617.35	\$1,803,157.19	\$3,939,394.49	
MAY	\$2,731,410.75	\$1,003,140.58	\$3,080,108.00	
JUN	\$2,792,442.43	\$3,519,844.50	\$3,807,580.85	
JUL	\$4,717,293.00	\$2,300,478.87		
AUG	\$3,393,250.74	\$5,175,949.96		
SEP	\$4,502,737.63	\$1,475,857.57		
TOTAL	\$24,475,751.90	\$33,259,014.00	\$32,851,329.41	

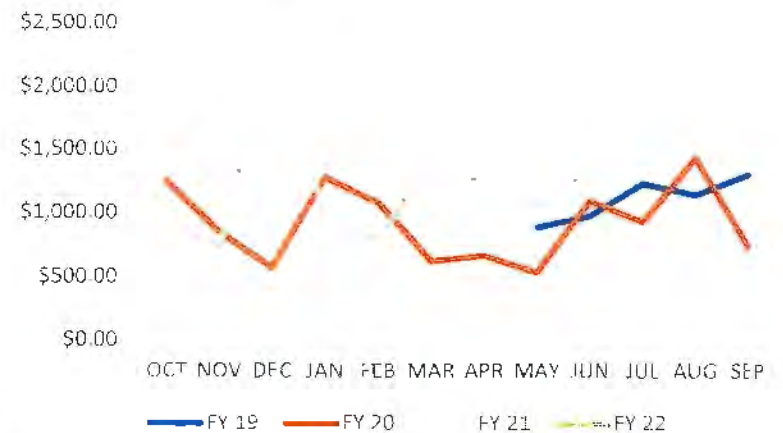
ALTERATION COST



STATE SURCHARGE PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22
OCT		\$1,247.45	\$973.01	
NOV		\$845.65	\$729.40	
DEC		\$569.37	\$2,225.95	
JAN		\$1,277.63	\$1,006.45	
FEB		\$1,079.31	\$776.87	
MAR		\$623.46	\$1,417.90	
APR		\$666.54	\$1,250.09	
MAY	\$881.45	\$537.83	\$1,043.38	
JUN	\$972.50	\$1,093.02	\$1,378.01	
JUL	\$1,230.25	\$928.44		
AUG	\$1,141.48	\$1,437.49		
SEP	\$1,303.66	\$740.55		
TOTAL	\$5,529.34	\$11,046.74	\$10,801.06	

STATE SURCHARGE PERMIT FEE REPORT

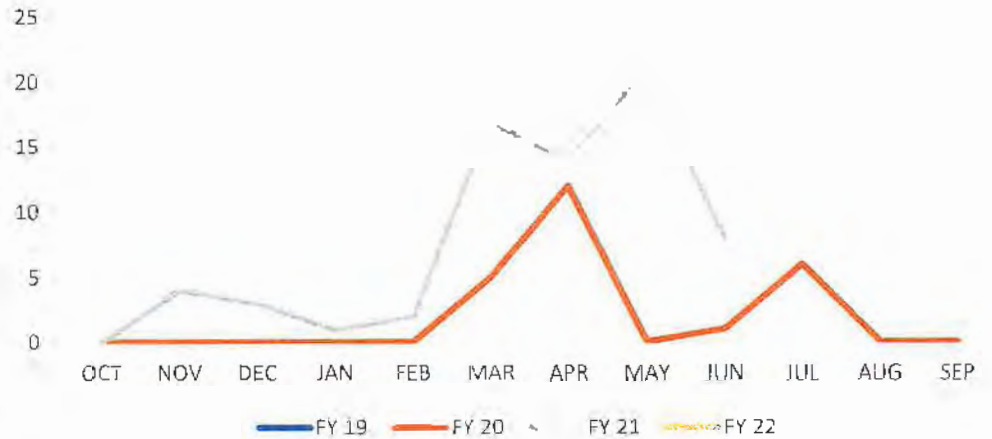


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

OF INSPECTIONS PERFORMED BY PRIVATE PROVIDER

	FY 19	FY 20	FY 21	FY 22
OCT		0	0	
NOV		0	4	
DEC		0	3	
JAN		0	1	
FEB		0	2	
MAR		5	17	
APR		12	14	
MAY		0	21	
JUN		1	8	
JUL		6		
AUG		0		
SEP		0		
TOTAL	0	24	70	

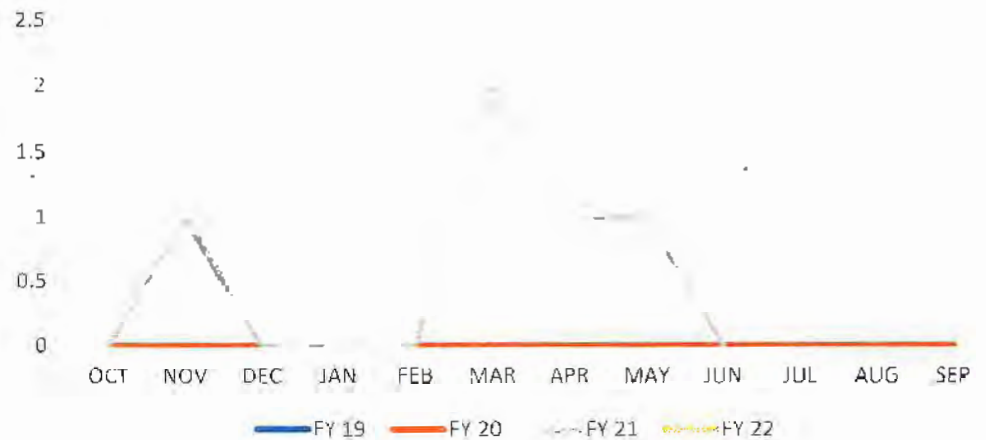
OF INSPECTIONS PERFORMED BY PRIVATE PROVIDER



OF PLAN REVIEWS PERFORMED BY PRIVATE PROVIDER

	FY 19	FY 20	FY 21	FY 22
OCT	0	0	0	
NOV	0	0	1	
DEC	0	0	0	
JAN	0	0	0	
FEB	0	0	0	
MAR	0	0	2	
APR	0	0	1	
MAY	0	0	1	
JUN	0	0	0	
JUL	0	0		
AUG	0	0		
SEP	0	0		
TOTAL	0	0	5	

OF PLAN REVIEWS PERFORMED BY PRIVATE PROVIDER



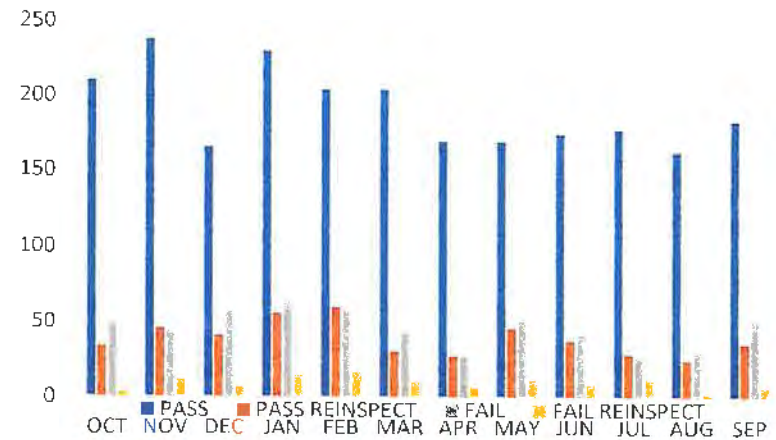
CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

FY 20 INSPECTION RESULTS

	PASS	PASS REINSPECT	FAIL	FAIL REINSPECT
OCT	210	34	49	3
NOV	238	46	44	12
DEC	165	41	58	7
JAN	230	56	65	15
FEB	204	60	58	17
MAR	204	31	43	10
APR	169	28	28	7
MAY	169	46	52	12
JUN	174	38	42	9
JUL	177	29	28	12
AUG	162	25	32	2
SEP	183	36	51	7
TOTAL	2285	470	550	113

RESULTS DO NOT INCLUDE CANCELLED/PERFORMED INSPECTIONS

FY 20 INSPECTION RESULTS

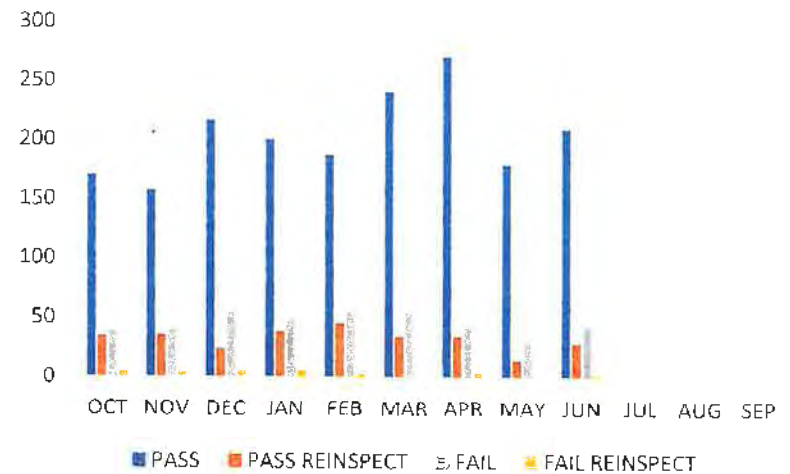


FY 21 INSPECTION RESULTS

	PASS	PASS REINSPECT	FAIL	FAIL REINSPECT
OCT	170	35	40	5
NOV	157	36	41	5
DEC	216	25	56	6
JAN	200	39	49	6
FEB	187	46	57	3
MAR	240	35	55	3
APR	270	35	44	5
MAY	179	15	31	1
JUN	209	29	44	2
JUL				
AUG				
SEP				
TOTAL	1828	295	417	36

RESULTS DO NOT INCLUDE CANCELLED/PERFORMED INSPECTIONS

FY 21 INSPECTION RESULTS

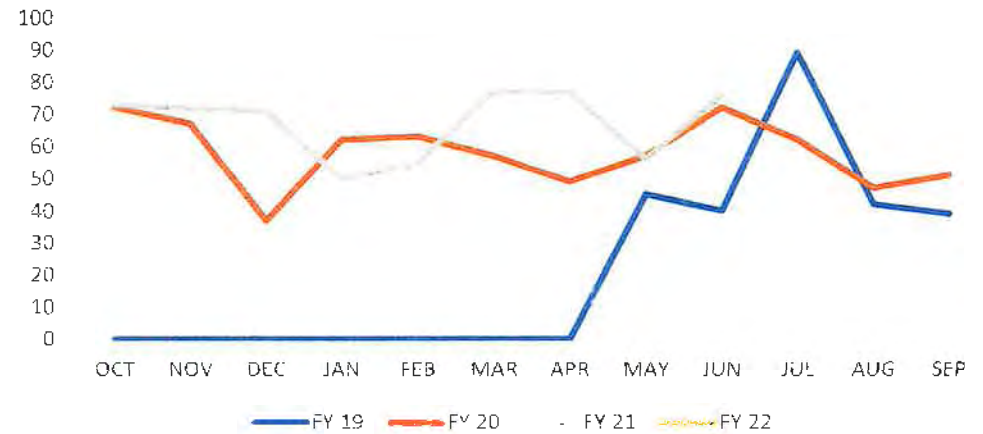


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

OF PLAN REVIEW ACTIVITIES PERFORMED BY BLDG. DEPT.

	FY 19	FY 20	FY 21	FY 22
OCT	0	72	73	
NOV	0	67	72	
DEC	0	37	71	
JAN	0	62	50	
FEB	0	63	55	
MAR	0	57	77	
APR	0	49	77	
MAY	45	57	56	
JUN	40	72	76	
JUL	89	62		
AUG	42	47		
SEP	39	51		
TOTAL	255	696	607	

OF PLAN REVIEW ACTIVITIES



COSAB NEW CONSTRUCTION SFR LIST

Application Id	Property Location	Permit No	Work Type	Issue Date	Certificate Type 1	Description	User Code 1
814	612 OCEAN PALM WAY	P1915252	SFR-D	9/10/2019		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
924	108 8TH ST	P1915316	SFR-D	9/23/2019		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
1341	1004 ISLAND WAY	P2000359	SFR-D	2/4/2020		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
1775	101 SPANISH OAKS LN	P2000766	SFR-D	6/15/2020		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
1955	522 A ST	P2000944	SFR-D	10/5/2020		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
2095	138 WHISPERING OAKS CIR	P2001973	SFR-D	12/18/2020		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
2372	26 SABOR DE SAL RD	P2001362	SFR-D	8/6/2020		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
2598	7 6TH ST	P2100089	SFR-D	1/28/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
2826	138 RIDGEWAY RD	P2001927	SFR-D	12/4/2020		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
2827	394 OCEAN FOREST DR	P2001921	SFR-D	12/4/2020		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
2956	31 VERSAGGI DR	P2002022	SFR-D	1/26/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3066	484 OCEAN FOREST DR	P2100066	SFR-D	1/21/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3070	115 D ST	P2100133	SFR-D	2/4/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3073	105 3RD ST	P2100541	SFR-D	4/23/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3101	121 5TH STREET	P2100710	SFR-D	6/3/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3102	125 5TH STREET	P2100725	SFR-D	6/4/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3103	129 5TH STREET	P2100711	SFR-D	6/3/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3173	534 RIDGEWAY RD	P2100306	SFR-D	3/16/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3319	736 OCEAN PALM WAY	P2100390	SFR-D	3/26/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3372	957 DEER HAMMOCK CIR	P2100397	SFR-D	3/30/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3510	315 RIDGEWAY RD	P2100462	SFR-D	4/13/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3614	421 NIGHT HAWK LN	P2100817	SFR-D	6/17/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3655	366 RIDGEWAY RD	P2100879	SFR-D	6/30/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3676	104 3RD ST	P2100598	SFR-D	5/7/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3690	98 RIDGEWAY RD	P2100908	SFR-D	7/8/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3693	370 OCEAN FOREST DR	P2100618	SFR-D	5/18/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3704	695 POPE RD	P2100960	SFR-D	7/21/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3734	108 7TH ST	P2100660	SFR-D	5/27/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3747	529 RIDGEWAY RD	P2100925	SFR-D	7/15/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES

Application Id Range: First to Last

Issue Date Range: 07/01/19 to 07/29/21

Expiration Date Range: First to 09/02/22

Applied For: Y Open: Y

Application Date Range: First to 07/29/21

Use Type Range: First to Last

Hold: Y

Building Code Range: BUILDING to BUILDING

Contractor Range: First to Last

Completed: Y

Work Type Range: SFR-A to SFR-D

User Code Range: RES to RES

Denied: Y

Void: Y

Customer Range: First to Last

Inc Permits With Permit No: Yes

Inc Permits With Certificate: Yes

Waived Fee Status to Include: None: Y

All: Y

User Selected: Y

COSAB COMMERCIAL CONSTRUCTION LIST

Application Id	Property Location	Permit No	Work Type	Issue Date	Certificate Type 1	Description	User Code 1
594	12 13TH STREET	P1915242	COMMERCIAL NEW	9/9/2019		MIXED USE BUILDING--2 OFFICE SUITES BOTTOM FLOOR WITH 2 RESIDENTIAL SUITES ON THE SECOND FLOOR	COM
1740	116 SEA GROVE MAIN ST	P2000906	COM BUILD OUT	6/9/2020		COMMERCIAL INTERIOR BUILD-OUT FOR OFFICE SPACE/FUTURE TENANT SPACE	COM
1827	681 A1A BEACH BLVD	P2000643	COMMERCIAL NEW	4/7/2020		BUILDING-COMMERCIAL NEW BUILDING--BREWERY 1ST FLOOR AND STORAGE 2ND FLOOR	COM
1842	300 A1A BEACH BLVD	P2001952	COMMERCIAL NEW	12/14/2020		LATERAL ADDITION FOR 42 ROOMS TO AN EXISTING 175 UNIT OCEAN FRONT HOTEL	COM
2141	3930 A1A SOUTH	P2001353	COMMERCIAL NEW	8/7/2020		BUILDING ADDITION - SHELL CONSTRUCTION4987 SQUARE FEET 6 UNITS	COM

Application Id Range: First to Last

Issue Date Range: 07/01/19 to 07/29/21

Expiration Date Range: First to 09/02/22

Applied For: Y Open: Y

Application Date Range: First to 07/29/21

Use Type Range: First to Last

Hold: Y

Building Code Range: BUILDING to BUILDING

Contractor Range: First to Last

Completed: Y

Work Type Range: COM BUILD OUT to COMMERCIAL NEW

User Code Range: COM to COM

Denied: Y

Void: Y

Customer Range: First to Last

Inc Permits With Permit No: Yes

Inc Permits With Certificate: Yes

Waived Fee Status to Include: None: Y

All: Y

User Selected: Y

COSAB FY'21 ZONING REPORT

Application Id	Parcel Id	Property Location	Owner Name	Activity Type	Inspector	Date	Status
2577	1698900180	16 5TH ST	COLLIER MICHAEL SR ETAL YOUNG WAI Y	Z-COND USE	BONNIE M	10/13/2020	APPROVED
2577	1698900180	16 5TH ST	COLLIER MICHAEL SR ETAL YOUNG WAI Y	Z-COND USE	BONNIE M	11/9/2020	APPROVED
2625	1674000000	17 13TH ST	ANCIENT CITY VENTURES LLC	Z-COND USE	BONNIE M	10/13/2020	APPROVED
2625	1674000000	17 13TH ST	ANCIENT CITY VENTURES LLC	Z-COND USE	BONNIE M	11/9/2020	APPROVED
2626	1674000000	17 13TH ST	ANCIENT CITY VENTURES LLC	Z-VARIANCE	BONNIE M	10/13/2020	APPROVED
2627	1674000000	17 13TH ST	ANCIENT CITY VENTURES LLC	Z-VARIANCE	BONNIE M	10/13/2020	APPROVED
2735	1677800001	ALLEY BETWEEN 13TH ST & 14TH ST	MINORCA SUBDIVISION	Z-VACATE ALLEY	BONNIE M	12/15/2020	APPROVED
2735	1677800001	ALLEY BETWEEN 13TH ST & 14TH ST	MINORCA SUBDIVISION	Z-VACATE ALLEY	BONNIE M	1/4/2021	APPROVED
2753	1699000000	7 4TH ST	MARZIANI PAUL J, CHERYL	Z-VARIANCE	BONNIE M	11/17/2020	APPROVED
2762	1698800000	7 6TH ST	PAUL DONALD, LINDA	Z-VARIANCE	BONNIE M	10/19/2020	APPROVED
2847	1629610940	455 HIGH TIDE DR	CULLOTTA PETER D, LAURIE L	Z-VARIANCE	BONNIE M	12/15/2020	APPROVED
2897	1676600000	400 A1A BEACH BLVD	HVG PROPERTIES LLC	Z-COND USE	BONNIE M	12/15/2020	APPROVED
2897	1676600000	400 A1A BEACH BLVD	HVG PROPERTIES LLC	Z-COND USE	BONNIE M	1/4/2021	APPROVED
2908	1629610950	459 HIGH TIDE DR	TAMMS ERIC VICTOR	Z-VARIANCE	BONNIE M	12/15/2020	APPROVED
2981	1641730020	23 OCEAN PINES DR	RHYS MARK AND KELLY RENEE SLAUGHTER	Z-TREE REMOVAL	BONNIE M	12/15/2020	APPROVED
3001	1700400001	ALLEY BETWEEN B AND C STREETS	COQUINA GABLES SUBDIVISION NO 1	Z-VACATE ALLEY	BONNIE M	3/16/2021	APPROVED
3001	1700400001	ALLEY BETWEEN B AND C STREETS	COQUINA GABLES SUBDIVISION NO 1	Z-VACATE ALLEY	BONNIE M	4/5/2021	APPROVED
3044	1684000000	9 11TH ST	KLING PROPERTIES LLC	Z-VARIANCE	BONNIE M	1/19/2021	DENIED
3071	1693800100	105 3RD ST	LEHAN, BRADLEY D.	Z-COND USE	BONNIE M	1/19/2021	APPROVED
3071	1693800100	105 3RD ST	LEHAN, BRADLEY D.	Z-COND USE	BONNIE M	2/1/2021	APPROVED
3073	1693800100	105 3RD ST	LEHAN, BRADLEY D	Z-VARIANCE	BONNIE M	1/19/2021	DENIED
3175	1631510351	2 QUAIL CT	GLASGOW, JAMES LESLIE, CATHERINE JANE	Z-TREE REMOVAL	BONNIE M	2/16/2021	APPROVED
3261	1687700000	12 6TH ST	KAIN JEFFREY, MARCIA	Z-COND USE	BONNIE M	3/16/2021	APPROVED
3261	1687700000	12 6TH ST	KAIN JEFFREY, MARCIA	Z-COND USE	BONNIE M	4/5/2021	APPROVED
3298	1693000090	104 3RD ST	BRADLEY LEHAN IRA/DEBORAH RODRIGUES	Z-COND USE	BONNIE M	3/16/2021	APPROVED
3298	1693000090	104 3RD ST	BRADLEY LEHAN IRA/DEBORAH RODRIGUES	Z-COND USE	BONNIE M	4/5/2021	APPROVED
3308	1709300000	103 E STREET AND 104 F STREET	LEONARD AND RENEE TRINCA	Z-COND USE	BONNIE M	3/16/2021	APPROVED
3308	1709300000	103 E STREET AND 104 F STREET	LEONARD AND RENEE TRINCA	Z-COND USE	BONNIE M	4/5/2021	APPROVED
3316	1700400001	ALLEY BETWEEN A AND B STREETS	COQUINA GABLES SUBDIVISION NO 1	Z-VACATE ALLEY	BONNIE M	3/16/2021	APPROVED
3316	1700400001	ALLEY BETWEEN A AND B STREETS	COQUINA GABLES SUBDIVISION NO 1	Z-VACATE ALLEY	BONNIE M	4/5/2021	APPROVED
3347	1628201030	109 KINGS QUARRY LN	PAWLOWSKI MICHEL S	Z-VARIANCE	BONNIE M	3/16/2021	DENIED
3458	1705200010	2-B F ST	CANEEL CAPITAL GROUP LLC	Z-VARIANCE	BONNIE M	4/20/2021	DENIED
3912	1693500000	106 2ND ST	DIRECT HOME BUYER 1 INC.	Z-VARIANCE	BONNIE M	7/20/2021	APPROVED
3965	1698900180	16 5TH ST	16 5TH STREET LAND TRUST	Z-APPEAL	BONNIE M	6/21/2021	CANCEL

Application Id Range: First to Last Range of Building Codes: ZONING to ZONING

Activity Date Range: 10/01/20 to 08/31/21 Activity Type Range: Z-APPEAL to Z-VARIANCE

Inspector Id Range: First to Last

Included Activity Types: Both

Sent Letter: Y

COSAB FY '21 TREE INSPECTIONS

Application Id	Property Location	Permit No	Work Type	Issue Date	Description	User Code 1
2754	1144 OVERDALE RD	P2001707	TREE REMOVAL	10/16/2020	RESIDENTIAL-TREE REMOVAL INSPECTION	RES
2802	3900 A1A SOUTH	P2001752	TREE REMOVAL	11/2/2020	RESIDENTIAL-TREE REMOVAL INSPECTION	COM
2803	1200 MAKARIOS DR	P2001751	TREE REMOVAL	10/29/2020	RESIDENTIAL-TREE REMOVAL INSPECTION	RES
2900	685 POPE RD	P2001848	TREE REMOVAL	11/16/2020	19 INCH OAK TREE AND 18 IN MAGNOLIA	RES
3167	115 14TH ST	P2100067	TREE REMOVAL	1/15/2021	RESIDENTIAL-TREE REMOVAL INSPECTION	RES
3460	407 OCEAN DR	P2100647	TREE REMOVAL	5/19/2021	RESIDENTIAL-TREE REMOVAL INSPECTION	RES
3465	703 POPE RD	P2100364	TREE REMOVAL	3/23/2021	RESIDENTIAL-TREE REMOVAL INSPECTION	RES
3481	24 DEANNA DR	P2100362	TREE REMOVAL	3/23/2021	RESIDENTIAL-TREE REMOVAL INSPECTION	RES
3775	117 BAY BRIDGE DR	P2100820	TREE REMOVAL	6/17/2021	RESIDENTIAL-TREE REMOVAL INSPECTION	RES
3786	1 SEA OAKS DR	P2100657	TREE REMOVAL	5/21/2021	RESIDENTIAL-TREE REMOVAL INSPECTION	RES
3827	45 OCEAN CT	P2100795	TREE REMOVAL	6/15/2021	RESIDENTIAL-TREE REMOVAL INSPECTION	RES
4016	208 10TH ST	P2100885	TREE REMOVAL	6/30/2021	RESIDENTIAL-TREE REMOVAL INSPECTION	RES
4097	413 OCEAN DR	P2100971	TREE REMOVAL	7/21/2021	RESIDENTIAL-TREE REMOVAL INSPECTION	RES
4098	415 OCEAN DR	P2100972	TREE REMOVAL	7/21/2021	RESIDENTIAL-TREE REMOVAL INSPECTION	RES

Application Id Range: First to Last

Issue Date Range: 10/01/20 to 07/29/21

Expiration Date Range: First to 09/02/22

Applied For: Y Open: Y

Application Date Range: First to 07/29/21

Use Type Range: First to Last

Hold: Y

Building Code Range: TREE to TREE

Contractor Range: First to Last

Completed: Y

Work Type Range: First to Last

User Code Range: First to Last

Denied: Y

Void: Y

Customer Range: First to Last

Inc Permits With Permit No: Yes

Inc Permits With Certificate: Yes

Waived Fee Status to Include: None: Y

All: Y

User Selected: Y

Range: First to Last	Use Type Range: First to Last	Open: Y
Violation Date Range: First to 07/29/21	User Code Range: First to Last	Completed: N
Ordinance Id Range: First to Last		Void: N
		Pending: N
Customer Range: First to Last	Inc Violations With Waived Fines: Yes	

Violation Id: v1900065 Prop Loc: 720 A1A BEACH BLVD
Viol Date: 07/30/19 Status: Open Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
LDR 3.09	Sec. 3.09.00. - Transient lodging establishments within medium density land use districts.
6.07.06	Sec. 6.07.06. - Care of premises.
FBC 105.1	PERMITS 105.1 Required.

Description: This violation(s) was generated through code enforcement relative to multiple complaints concerning specific building violations as specified below. These violations which are outlined within the International Property Maintenance Code (section304) and the FBC are specific to structural maintenance and requirements of an exterior structure.

The following needs to be addressed:

1. Remove the blue tarp on the top of the structure.
2. Execute the roof permit (P1914794) and repair the same.(presently the permit has expired).
3. Obtain proper permits (roof, stairs and landing etc and determine the possibility of encroachment of the raised deck/landing. Building Inspector Glenn Brown has conversed with Ms. Johnson in the many months prior relative to correction of this stair and deck landing modification scenario.
4. Modify the conditional use permit to include use of the ground floor for residential use. See conditional use permit dated Aug 4 2003.
5. Bring into compliance the violations as specified. After the building compliance is met, complete those requirements pertaining to a transient lodging facility renewal (Code 3.09).

Created	Modified	Note
03/29/21	03/29/21	The number Liv called from on 3-29-2021 was different from what we have on file, 904-788-9522
03/29/21	03/29/21	Debra @Liv Johnson called the office of 3/29/2021. She stated that she just picked up the certified mail today regarding the Code Enforcement Board Meeting on Wednesday, March 31st . She stated that her daughter is having surgery tomorrow and she will be taking care of her and will be unable to make it to the meeting. She asked if I could put her on the agenda for April's meeting instead, however, I told her that decision would be up to the code board. I let Ms. Johnson know that I had hand delivered the notice to appear on March 15th and I sent her an email with the notice to appear on March 24th. She stated that she does not usually check her email and is not great with computers. I told her that if she wanted to write a letter explaining to the code board why she can't make it and what her plans are, to go ahead and drop it off prior to the meeting and I will include it in the board packets.
03/15/21	03/15/21	Certified Mail, regular mail, and hand delivered letter sent 3/15/21 Notice to appear for March 31st, 2021 meeting. Attached.
12/11/20	12/11/20	The copy of the lien was returned as unclaimed on 12/11/2020.

11/17/20	11/17/20	A copy of the lien was sent via certified mail 7018-1130-0002-0083-3427 and regular USPS mail on 11-17-2020
11/16/20	11/16/20	A lien in the amount of 22,250.00 was recorded with St. Johns County Clerk of the Courts office on 11-16-2020 @ 1:32 PM. See attachments.
06/01/20	06/01/20	5-27-2020 The CEB made a motion to file a lien for \$22,500 (the roof fine total). Other fines will continue.
05/20/20	05/20/20	Notice to appear emailed 5-20-20.
05/19/20	05/20/20	Notice to appear sent on 5-18-2020 and hand delivered, see attached.
05/06/20	05/20/20	Ms. Johnson called and left a voicemail on 5-5-20, to say that she is planning on applying for a permit on Monday May 11th. In the message, she stated she was having trouble finding an architect to design the deck.
05/04/20	05/04/20	Certified Mail Sent 5-1-20 Letter, hand delivered on 5-4-20. Ms. Johnson was at the home when I delivered the letter. She told me that rather going to the post office to pick up the letter, she would just sign for it in person. See attached.
04/27/20	04/27/20	EMAILED MS. JOHNSON 4/27/2020 TO REMIND HER OF THE CODE BOARD MEETING SCHEDULED FOR 4/29/20 AT 2PM. SEE ATTACHED.
04/22/20	04/22/20	HAND DELIVERED & MAILED CERTIFIED MAIL CITATION TO APPEAR, SEE ATTACHED. WHILE I WAS DELIVERING THE LETTER, I SAW SOME REMOVED SIDING, AND A REMOVED WINDOW. SEE ATTACHED PICTURES. --JT
04/16/20	04/16/20	FINAL INSPECTION FOR ROOF PERMIT WAS APPROVED BY GLENN BROWN ON 4-15-2020 (SEE ATTACHED CERTIFICATE OF COMPLETION)
04/02/20	04/02/20	Certified Mail signature card received on 4-1-20. signed by Crystal. See attached.
03/26/20	03/26/20	Certified Mail and a Hand Delivered letter were sent to Ms. Johnson regarding the code enforcement board meeting on 3/26/20. The letter and a photo of it being hand delivered to her residence are attached.
03/16/20	03/16/20	Spoke with Ms. Johnson this am relative to the circumstances of events that surround her code enforcement case. There were excuses presented by Ms. Johnson concerning the compliance issue but no resolution was given. We reaffirmed the next code enforcement meeting (3/25 @ 1400hrs) in order to discuss the matter(s) pending. I advised Ms. Johnson to attend the meeting. A certified mailing was issued prior on 3/10 to Ms. Johnson @ her private address. A separate reg mailing was issued on 3/16 and a copy of that doc (notice to appear) was also emailed accordingly.
03/10/20	03/10/20	Certified mail sent relative to Citation to Appear for 3/25 to follow-up on non-compliance.
02/10/20	02/10/20	Staff notified the code enforcement officer this morn that Ms. Johnson inquired about permitting friday of last week. The staff advised Ms. Johnson of the pending code enforcement action against her and further stated that she contact this office. As of 0340 hrs this date, no contact has been made.
02/10/20	02/10/20	Certified mail dated 12/18 was returned by the USPS as undelivered. Last service attempt was

		1/16/2020. Certified mail # 7018 1130 0002 0083 2918.
01/29/20	01/29/20	As of this date, no communication has been rec'd from Ms Johnson. Multiple letters have been issued concerning the scenario(s).
01/22/20	01/22/20	Contact Info for the contractor that Ms. Johnson hired: Richard Sean Construction @ 352 639-1060
01/22/20	01/22/20	Spoke with the contractor, Richard Fulmer on 1/21 relative to pulling permits on the deck. He advised that a building permit would be aquired. This is the second request. Also requested was info pretaining to the re-roof. Mr. Fulmer also stated that this project had a current estimate for the roof and the roofer (unk) was to pull their own permit. No action has occurred. As of this date there has been no communication with the property owner (Liv Johnson) to answer for the code enforcement action. The penalty phase sanctioned by the code board went into effect midnight 1/19 @ 250.00/day for non-compliance to violations of the SAB Building Code.
12/19/19	12/19/19	LETTER HAND DELIVERED ON 12-19-19 AT 245PM, LEFT IN DOOR. -JT (SEE ATTACHED PHOTO)
12/17/19	12/17/19	As of this date, no communication has commenced relative to compliance of this scenario concerning the building violatios. Ms. Johnson further has ignored a correction her conditional use permit relative to the multi-use property @ the stated address. Bonnie Miller (Building Dept Admin Sec) offered assistance to Ms. Johnson in weeks past relative to appling for a revision through the PZB. Ms. Johnson never responded.
12/02/19	12/02/19	Ms.Johnson contacted this office @ 0830hrs to relay info concerning needed repairs relative to code enforcement case. Ms. Johnson asdvied that a contractor was being hired to complete all issues. Permits are pending TBA. If permits are not aquired prior to the Dec board meeting, a notice to appear will be issued.
10/29/19	10/29/19	Certified Mail notice sent this date
08/26/19	08/26/19	second notice sent this date. Regular mail.
08/26/19	12/17/19	Cerified Letter issued Aug 1st returned.

Violation Id: V2000043 Prop Loc: 645 A1A BEACH BLVD
Viol Date: 03/23/20 Status: Open Comp Name: City Manager's Office
Comp Phone: Comp Email:

Ordinance Id Description

Description: Complaint was called in to the City Manager's office regarding Drifters bike rentals operating without a conditional use permit.
On 3-13-20 Code Enforcement hand delivered a CUP application to the business owner Ian Guthrie. He was informed that he had 30 days to apply for the permit.

On 3-25-20, Mr. Guthrie's lawyer contacted the city. (see attached)
The letter was forwarded to the city attorney Lex Taylor.

Created	Modified	Note
03/25/20	03/25/20	See attached email, sent to the City on 03/25/2020
03/23/20	05/15/20	LDR SEC 3.02.03 PROHIBITED USES A. 2. DISPLAY OF MERCHANDISE OUTSIDE.

Violation Id: V2100016 Prop Loc: 721 A1A BEACH BLVD
Viol Date: 01/25/21 Status: Open Comp Name: Building Dept
Comp Phone: Comp Email:

Ordinance Id	Description
IPM SEC 304	EXTERIOR STRUCTURE

6.07.02 Structural Requirements

Description: While on site for a change of business/Fire Dept inspection, Code Enforcement noticed the exterior east wall of the property was in disrepair. See attached.

According to a tenant, Action Management Group manages the property. Code enforcement located their facebook page and found information for April Johnston. Her email is ajohnstonmgr@outlook.com and her phone is 904-377-9605. Code Enforcement emailed on 1/25/2021 and is awaiting an email or call back.

Created	Modified	Note
02/08/21	02/08/21	John Flint from SJC Fire has also been trying to reach the property management company. When contact is made, give John Flint's info: jflint@sjcfl.us / 904-829-7212
02/05/21	02/08/21	Code enforcement has not received an email or phone call from Action Management. According to Sunbiz website, FORD SURF PLAZA, INC's registered agent is: Stephen D. Hinkle 721 A1A Beach Blvd Ste 4 Code Enforcement sent cert mail to Mr. Hinkle on 2-8-21. Cert Mail: 7018-0360-0002-1999-2100
02/05/21	02/05/21	Diane Leonardi 904-540-0314

Violation Id: V2100033 Prop Loc: 207 8TH ST
Viol Date: 04/16/21 Status: Open Comp Name: Todd Alexander
Comp Phone: (904)703-2191 Comp Email: wtajax@yahoo.com

Ordinance Id	Description
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Description: On February 12, 2021, an anonymous complaint was filed regarding a travel trailer at 207 8th St in the driveway.

Later, Todd Alexander sent an email 4-8 to let me know that he was the complainant. See attached.

Code Enforcement drove past the property and confirmed that the travel trailer was there. It is located in the front driveway.

Created	Modified	Note
05/03/21	05/03/21	Certified Mail Received APRIL 22, 2021 -- SEE ATTACHED
05/03/21	05/03/21	Notice of Violation Sent 4-16-21, removal of trailer requested by May 1st, 2021.

Violation Id: V2100037 Prop Loc: 641 A1A BEACH BLVD
Viol Date: 04/22/21 Status: Open Comp Name: Josh Patterson
Comp Phone: (904)557-5252 Comp Email: jpatterson@kleinfelder.com

Ordinance Id	Description
10-3 PLACEMENT	GARBAGE & TRASH-PLACEMENT

Description: Josh Patterson sent a complaint to the City Clerk on 2/17/21. See attached.

The complaint is regarding commercial dumpsters at Kookaburra and Tides which are not enclosed.

Created	Modified	Note
05/10/21	05/10/21	Felicia, the business owner called to say that she was having someone come out tomorrow to build the enclosure. 904-669-9966, she said she would call me tomorrow with a status update. 5-10-21
05/03/21	05/03/21	The property owner called on 4-30-2021 to let code enforcement know that the letter was received. The owner Kevin Vahey (471-6719) stated that the business owner Felicia was going to construct a dumpster enclosure.
04/22/21	04/22/21	Notice of violation sent on 4/22/2021. See attached. dumpster enclosure to be erected by 5/10/2021

Violation Id: V2100044 Prop Loc: 208 4TH ST
Viol Date: 05/28/21 Status: Open Comp Name: Ahua Fescue Sikora-212 4th St
Comp Phone: Comp Email:

Ordinance Id	Description
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Description: On 5-26-2021 a complaint was made regarding an unpermitted 2nd story deck at 208 4th St. See attached complaint.

The Code Enforcement Officer and Building Official visited the property the afternoon of May 26th. We spoke to the owner Joan Le Boss who showed us the second story deck. She explained that the second story deck was existing, however she had enclosed the deck with a screen and a roof. (The screen, new posts, and roof were all unpermitted work).

The Building Official explained to Ms. Le Boss that she would need to acquire an after the fact permit as well as stamped engineered plans. Ms. Le Boss stated that she would reach out to an engineer to begin the permitting process.

See notes.

Created	Modified	Note
07/19/21	07/19/21	Dave Mullins sent an email July 14th with an update. See attached.
07/08/21	07/08/21	Contractor Dave Mullins called on 7/7/2021. He spoke with Code Enforcement and the Building Official to discuss what exactly he would need for submitting a building permit package. The Building Official let Mr. Mullins know that he would need an engineer or architect to sign off on the balcony. Mr. Mullins said he will submit as soon as possible.
05/28/21	05/28/21	Later in the day on 5-28, Ms Le Boss emailed. See attached.

05/28/21 05/28/21 On the 27th Ms. Le Boss came into the office to get the permit applications.

Then on the 28th Ms. Le Boss called the office to request a copy of the original complaint. Code enforcement sent her the complaint via email and made note that the name "Donna C." was added to the complaint by me, after looking up ownership of the property on the property appraisers website.

Ms. Le Boss called back soon after and asserted that the complaint was false, because the name of the complainant is not the name of the owner. I told Ms. Le Boss that a tenant is allowed to make a complaint, and pointed out that the owner and the complainant have the same last name, "Sikora". Ms. Le Boss insisted that the name on the complaint form is a false name and therefore makes the complaint a false record. I told Ms. Le Boss that because the complaint was verified by the Building Official and myself, that the complaint is valid, even if the complainant information is false. Ms. Le Boss then began insisting that she will not allow a false record regarding her be in our files and stated she was going to hire a lawyer. At this time, Code Enforcement ended the conversation with Ms. Le Boss. -JT

violation Id: V2100051 Prop Loc: 1017 SEA FOREST LN
Viol Date: 06/29/21 Status: Open Comp Name: Lindsay Lanier
Comp Phone: (904)461-9708 Comp Email: llanier@mayresort.com

Ordinance Id Description

Description: Lindsay Lanier of May Management submitted a complaint via the RSS module. CASE #14.

She stated: Neighbor suspects resident at 1017 has cleared upland buffer area, sodding.

Certified letter sent to homeowner on 6/29/2021. See attached.

Created	Modified	Note
07/28/21	07/28/21	Certified Letter returned 7/27/21.

Sent letter USPS regular mail on 7/28/21

Violation Id: V2100054 Prop Loc: 206 10TH ST
Viol Date: 07/26/21 Status: Open Comp Name: Richard Gray Public works
Comp Phone: Comp Email:

Ordinance Id Description

Description: On 7/23/2021 Richard Gray from Public works told Code Enforcement that when he went to 206 10th St to pick up trash, it was not out by the street, shortly there after a person who identified themselves as a property maintenance employee for the home arrived and place the trash by the street. They stated that this was a transient rental and handed Richard Gray a card for:

"Vacation Rentals Beach Properties" www.vacationrentaltime.com owner-founder John Clark, john.vrbp@gmail.com, 5633 A1A South, 904-679-5425, 904-509-0088

Code Enforcement visited this website and found the home listed as a 3 night rental. A customer review also mentions that there is a listing on Airbnb, which was verified. See attached photos.

Created	Modified	Note
07/28/21	07/28/21	Certified Mail Sent 7/28/2021 7020-0640-0000-7966-5402



MINUTES

PLANNING AND ZONING BOARD MEETING

TUESDAY, JUNE 15, 2021, 6:00 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A SOUTH, ST. AUGUSTINE BEACH, FLORIDA 32080

I. CALL TO ORDER

Chairperson Kevin Kincaid called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL-CALL

BOARD MEMBERS PRESENT: Chairperson Kevin Kincaid, Vice-Chairperson Berta Odom, Larry Einheuser, Dennis King, Hester Longstreet, Chris Pranis, Junior Alternate Scott Babbitt. *[Recording Secretary's Note: Junior Alternate Scott Babbitt arrived late to the meeting at 6:12 p.m. and was not present for roll-call or for the approval of the April 20, 2021 regular monthly meeting minutes.]*

BOARD MEMBERS ABSENT: Victor Sarris, Senior Alternate John Tisdall.

STAFF PRESENT: Building Official Brian Law, City Attorney Lex Taylor, City Manager Max Royle, Recording Secretary Lacey Pierotti.

IV. APPROVAL OF MINUTES OF PLANNING AND ZONING BOARD MEETING OF APRIL 20, 2021

Motion: to approve the minutes of the April 20, 2021 meeting. **Moved** by Ms. Odom, **seconded** by Mr. Pranis, **passed 6-0** by unanimous voice-vote.

V. PUBLIC COMMENT

Mr. Kincaid asked for public comment pertaining to anything that is not on tonight's agenda.

Craig Thomson, 6 D Street, Unit A, St. Augustine Beach, Florida, 32080, said he appreciates the Board members showing up and taking their jobs as Planning and Zoning Board members seriously.

Cameron Jewell, 482S A1A South, St. Augustine, Florida, 32080, said she is concerned about all the dead animals on A1A South, the homeless community, and overdevelopment on Anastasia Island.

Mr. Kincaid suggested these concerns be more appropriately addressed by the City Commission, which is the elected governing body for St. Augustine Beach. This Board deals with more specific planning and zoning matters.

VI. NEW BUSINESS

- A. Presentation from the City of St. Augustine Beach Sustainability and Environmental Planning Advisory Committee (SEPAC) to discuss the inclusion of tree protection regulations in Chapter 15, Article III, of City Code

Sandra Krempasky, 7 C Street, Apartment A, St. Augustine Beach, Florida, 32080, SEPAC chairperson, said in 2019, SEPAC, primarily with the help of one its members, Dr. Kaczmarek, wrote what was needed for the City's grant application through the Urban Forestry Department. The City was awarded \$8,750 to put towards a project that includes an updated tree inventory and tree canopy analysis report. The City put out a request for a proposal for bids and accepted a bid from Legacy Arborist Services, resulting in the City of St. Augustine Beach Urban Forest Management Plan 2019. This plan includes an analysis of the City's current tree ordinances and other codes, discusses their effectiveness as they relate to management of the urban forest, and proposes improvements. After the joint workshop meeting held last month with the City Commission, Planning and Zoning Board, and SEPAC, Mr. Royle outlined procedure for SEPAC to put into effect changes to City Code, starting with bringing them before this Board for the Board's recommendation to the City Commission. In the Executive Summary of the Urban Forest Management Plan, Certified Arborist Charles R. Marcus, who wrote the plan and also has tree risk assessment qualifications, indicates the current City tree canopy cover is 38.5%, which compares favorably with similar cities nearby. Better than that, the canopy coverage has increased at a rate of 8.8% since 2010. The best way to continue this trend is to retain large canopy trees in a healthy condition. She is here to present Mr. Marcus' recommendation and suggestions to amend Chapter 15, Article III, of City Code, which addresses excavation and land clearing on private property, for the Board's recommendation to the City Commission.

Mr. Kincaid asked what the additional cost and difficulty is to the builder and the building process for the compaction of materials and the retaining fence required around protected trees during construction. He fully agrees with protecting trees and the tree canopy, but he would like to know how reasonable these recommended tree protection regulations are in relation to construction costs and the overall building process.

Mr. Law said they are not really reasonable at all. City staff goes to great lengths to ensure the tree protection or critical zones on construction sites, but to require a 15-foot barrier around a 20-inch diameter-at-breast-height (DBH) tree would be a significant impact and may not even be possible given the small size of most of the lots in the City and the required setbacks. Concrete, lumber, and other construction trade trucks have to be able to access lots, and he has a strong opposition to any code that could potentially be thrown back at a government jurisdiction. He recognizes the need to protect tree root zones and believes the City's building inspector does a great job in making contractors put up the required fencing around tree protection zones, but it should be kept in mind that the Florida Building Code (FBC) stands alone from local zoning regulations. The Building Department cannot turn a job down in plan review because of a zoning issue, but it must be built to what zoning has approved, so it rolls into an enforcement issue, and if the City adopts a rule that cannot be enforced, people say the government is not doing its job. If a tree protection barrier or fence is down, he might not have staff to send to the construction site to enforce that the barrier around the tree protection zone is in place. What Mr. Marcus recommends is not a change to the tree protection regulations and standards in City's Land Development Regulations (LDRs), which the Building and Zoning Department already follows, but to Chapter 15, Article III of City Code. He strongly cautions against the recommendation of any code that can be thrown back at City staff for non-implementation or enforcement. This is obviously a presentation and recommendation from SEPAC, and it is the Board's decision to pass it on up to the City Commission or not, but he would not recommend City Code be changed with any verbiage that uses definitive terms such as "shall" or "must," which should be stricken from any proposed code change, as this could potentially inhibit development on small-platted 50-foot-wide lots.

Ms. Krempasky said at the end of the day, some things have to be prioritized, as protecting these trees is one of the single-most important things SEPAC does as a committee. She is not disputing anything Mr. Law has said but finds it hard to believe a certified arborist would recommend measures that cannot be legally taken or enforced.

Mr. Law said a certified arborist is not a state-certified contractor licensed to build homes. Under no circumstances is he recommending that tree root systems not be protected, but he does not want to see a City

law get created that could lead the City into an enforcement issue, nor does he want to bog down the government in more paperwork and application forms, even though this would be on the zoning and clearance side. He would like to see Mr. Marcus' recommendations and detailed diagrams and pictures put in a tri-fold brochure that could be distributed to contractors and homeowners with building permits for new construction, but it is up to the Board to forward SEPAC's recommendations to incorporate them into City Code to the City Commission, or not.

Mr. Pranis asked about potential root damage under paved surfaces. Typically, people's driveways get pushed up by roots and driveways are destroyed so all the pavement or concrete has to be removed, and as the technique of removing all that seems to be quite difficult, how are tree roots protected during excavation of paved surfaces?

Mr. Law said he has been hearing that the removal of a driveway to just put in pavers costs property owners about \$20,000 for a standardized paver driveway. It is unfortunate, and expensive, when property owners have to rip out their own driveways. By that logic, not allowing a concrete driveway to be put over an existing root system would be interfering with development, and the Building and Zoning Department tries very hard to not interfere with the development of property and people's property rights. Flexible setbacks allowed for the preservation of trees provide a good avenue for saving trees, as the fact is, properties need to have driveways, which are going to go over some tree roots if there are trees near them. Trees do push up concrete, and they have seen an increase in the use of pavers for driveways, as using permeable pavers that have 10% or greater permeability allows an increase in ISR coverage for medium density and low density residential properties. As of now, however, the City has no law or regulation that requires paver driveways, and in 2018, the requirement for all driveways on residential lots to be paved was removed. However, he cannot stress enough that he agrees trees and their root systems need to be protected, and that his staff already goes to great lengths to ensure this is done.

Craig Thomson, 6 D Street, Unit A, St. Augustine Beach, Florida, 32080, SEPAC member, said one of SEPAC's issues is protecting the environment, and trees are the most critical natural resource for doing this, as trees work for a lot of different reasons, including stormwater management and energy conservation. What is proposed is just a standard where you know the diameter of a tree and know there should be a protected area around it. The scenario he wanted to bring up are the trees and urban forests in the old alleyways that have not been opened up or vacated. As these alleyways are gradually being vacated, it would be nice to have an easement to protect them. He understands site plans for new construction and development are reviewed by the Public Works Director for drainage, lot grading and ISR coverage, providing another standard to the contractor as to how trees are protected within their particular tree protection zones. Obviously, Mr. Marcus, as the consultant hired to look at the City's tree standards and regulations, thinks the new plan presented to the Board by SEPAC would be an improvement and provide a better standard to protect trees. The Mayor and several City Commissioners indicated any ideas to help preserve trees should be brought to the Board by SEPAC; so this is the procedure, to come to the Board first, and hopefully, the Board will forward a recommendation of approval to the Commission.

Mr. Taylor said if the Board wants to give him direction on the drafting of an ordinance, he needs specific direction that contemplates the worse possible scenarios, for example, where there might be multiple trees on a site that could quickly make it impossible to develop it. When new rules are created, the Building and Zoning Department will try to enforce them, so they have to make sense, and there has to be some sort of guidance on what to do in the worse-case scenarios. If there is one tree located in a decent spot on a site, the best practice is to save and protect this tree, but if a tree is not in a perfect spot and preserving it is going to make building and development on the site hard, the worse possible scenario of not being able to preserve a tree needs to be contemplated if new standards are to be crafted. New standards need to be enforced the same way on every single property without a lot of leeway given to staff to make exceptions, as that is not the way these types of standards work.

Mr. Law said this Board does not have the authority to direct the City Attorney to draft an ordinance. The way

this has to work is that after hearing the presentation from SEPAC, the Board will decide if there is enough merit in what SEPAC is proposing to recommend the City Commission move forward with this. If the Commission agrees to adopt what SEPAC proposes, the Commission will direct the City Attorney to draft an ordinance to amend City Code to incorporate the recommended tree protection standards and regulations. If the Board thinks what is proposed needs more work, information, or detail before making a recommendation to the Commission, they can continue this to a future meeting agenda after additional work or information has been provided by SEPAC.

Ms. Odom said SEPAC does a great job and has put a lot of work into the new report and urban forest management plan. She has listened to the concerns that have been voiced and asked if there is any way they can come to a compromise on how this is written so it does not hold the City legally with something that cannot be enforced. She thinks what SEPAC proposes in regard to amending City Code is valid, in trying to save trees and tree canopies, deal with stormwater, and all that, but it needs help, and nobody is helping SEPAC with this.

Mr. Law said his recommendation is for SEPAC to work on a rough draft ordinance, as staff cannot allocate time for “what-ifs.” The Building and Zoning Department is understaffed and can barely keep up with the workload it has, and everyone knows what the labor pool is like. Staff agrees tree root protection zones are important, but so are property rights and the ability to spin a code backward against the government. Once that code is spun, the City is in a bind. That is why whatever is written and embedded in City Code needs to be iron-clad, so it is beyond reproach and obviously vetted by the City Attorney, to prevent the City from ending up in a courtroom.

Ms. Krempasky said SEPAC members are not code writers. SEPAC initially brought the recommendations from the arborist, Mr. Marcus, to the Commissioners, Mr. Law, Mr. Tredik, and Mr. Royle. At the joint workshop meeting held last month, Mr. Taylor gave the language a quick glance, and thought there was enough there to start writing some sort of code. If they need to get more specific within setback areas, as obviously, you cannot have a 20-foot tree protection zone in a 10-foot side yard setback area, they can look at things like that as a sort of compromise.

Mr. Taylor said what has been provided in the information copied to the Board to add tree protection standards to Chapter 15, Article III of City Code (page 40 of the Urban Forest Management Plan 2019), is very close to what they are looking for, in terms of what needs to be written in an ordinance. Regarding what they have talked about tonight in worse-case scenarios, it does not have to be in a specific ordinance format, as he will put it in the right format, but what they need are SEPAC’s suggestions for handling some of these worse-case scenarios and weirder cases where there are multiple trees on a lot, as there are things that need to be further explained because whatever is done has to be enforced uniformly. SEPAC may have some suggestions on how to handle these things, but they do not have to write a code to have good suggestions. A good start and good discussion have been made tonight in bringing up some holes and issues with what is proposed. The goal is not to create regulations and standards that are unenforceable and may end up actually leading to the destruction of more trees instead of saving trees. He needs a kind of flow chart of how things would work and a description of how SEPAC envisions an orderly process that can be enforced by staff and not done by making decisions arbitrarily.

Mr. Kincaid said he would like to see the Board indicate its support for everything that has been proposed, but not in the form of a code, as he does not think it is ready for the Board to weigh in on it as a code change, and this Board does not write code either. Personally, he would like to see an informational source put together, whether it is a brochure, a pamphlet, a Power-Point presentation, or some other kind of package, of best practices to incorporate all of the proposed goals, to hand out to every contractor and property owner who gets a building permit, so everyone who comes into the Building and Zoning Department can go out with these recommendations. Right now, there is no enforcement aspect or penalties for not doing something or for doing it wrong, but an informational source would be a way to get the information out to everybody, so it is a starting

point. If staff realizes this is not working and people are ignoring the recommended best practices, they can be reviewed to see in what areas teeth need to be put into them, and at that point, this can be added to City Code.

Mr. King asked how they could make the builders responsible to bear the burden of this by requiring them to submit their own plans for maintaining and taking care of trees during construction. Requiring builders to provide this information with the expectation that they will follow it would take the burden and responsibility off the City.

Mr. Kincaid said that is implicit that the City is going to require builders to follow practices and standards in conjunction with a code or an ordinance. Building plans have to comply with the building code, but the City does not have a tree code that says you have to do this, this, and this, so he is not sure what they would be referencing.

Ms. Longstreet said the City has some regulations for trees, in the respect that the LDRs require approval from this Board to remove trees that are 30-inch DBH or greater. Protecting tree trunks and bark is something she thinks is very important and regulations for doing this should be added to City Code. She also has a problem with the fill soil builders add to lots, as this kills trees, and with builders not going down a certain amount of distance when putting in any kind of infrastructure, so as not to disrupt any tree roots. These are three major things that could be added to the tree regulations already in the LDRs, to give more teeth to current tree protection standards.

Mr. Kincaid said his concern is still that they do not create such a burden that it is easier to remove trees than it is to comply with the burden of the best practices and regulations. The best practices proposed by SEPAC include a critical tree protection zone that, based on the size of a tree, could be 15 or 20 feet around it, and if there are two or three such trees on a lot, the tree protection zones would basically limit the possibility of doing anything on a small lot. As this may make it financially infeasible to build on this lot, he does not think they can take parts of this and forward it to the Commission as just a vague idea. The Board should send an actual motion to the Commission that either incorporates all of this or is very specific as to what the Board recommends be adopted.

Ms. Krempasky said SEPAC could also take the Board's recommendations to its next meeting and come back at a future Board meeting to discuss the worse-case scenarios and how those might be handled by the code.

Ms. Longstreet agreed it would be a good idea to take the Board's recommendations back to SEPAC for discussion to come up with solutions to some of things that have been brought up. For example, saying fill should not be added to lots is too broad a statement, so SEPAC should discuss how many inches or feet away from a protected tree fill, and the amount of fill, can be placed on a lot. The same should be done for the placement of underground infrastructure underneath and around trees, using the most prevalent tree in the City as a base.

Ms. Krempasky said the Urban Forest Management Plan actually says the City has more palm trees than anything else, and it is not a good thing to have so many of one thing because if there is a disease or blight of some kind, it can wipe them all out. Mr. Marcus recommends using different tree species to rebuild the hardwood canopy.

Mr. Thomson asked if the Public Works Department reviews site plans for drainage and trees, or if the Building Department does this. He also asked about the City's tree fund, which has a considerable amount of money in it.

Mr. Law said traditionally, the Public Works Director reviews site plans for drainage and lot grading. The City is currently in the process of hiring a secondary engineer to review drainage projects for new construction, as the Building and Zoning Department is not equipped to handle the City's drainage issues. A tree survey is typically required for new construction along with a site plan showing a drainage and lot grading plan. Public Works, however, by its title, deals with trees and landscaping on public, not private, properties. Public Works would have no authority over trees on private property or the rules and regulations for trees as addressed in Section 5.00.00

of the City's LDRs. Concerning the tree and landscape fund, he thinks there is somewhere around \$20,000--\$30,000 in this fund. It is at the discretion of the Public Works Director to make recommendations to the City Commission for the use of that money. If SEPAC has ideas for the use of this money, now is the time to get the bid together, as the City is rolling into the budget cycle. This fund is a great avenue for the City to help develop City plazas or parkettes and rights-of-way, deal with the problem of having too many palm trees, etc.

Mr. Kincaid said unless somebody wants to make a motion to move this forward, he would like Ms. Krempasky to take the information that has been shared and discussed tonight back to SEPAC. Most of what he has heard is information that they would like to get out to the builders, members of the public, and everybody who values trees and has these same goals of saving trees and the methods that can be used to do this, all of which can be put into an informational packet or brochure. If SEPAC would like to have teeth put into a code to make it enforceable, this also needs to be brought back with specifics as to what is required and how it can be enforced in worse-case scenarios. What has been presented and discussed is great information, but it is not ready to be put into a code that can be enforced, and this is not something SEPAC or this Board is prepared to do tonight.

Mr. Thomson said the SEPAC members are volunteers, just like the members of this Board. What they are hoping to do is help the Board and SEPAC get more formalized perhaps by working with a consultant, who could take suggestions from them along with suggestions from the Building and Zoning Department and Public Works, and then put everything together. They have a tree fund, and the question is whether this a worthy use of tree fund money to try to get this developed so it can be put into City Code and ordinances in a way everyone is happy with.

Mr. Kincaid said he may be wrong, but he does not think this Board spends money here. Any money that is spent is going to have to go through the City Commission. This Board could recommend SEPAC be given the resources they need, as their goals are shared by everybody, the Commission, this Board, and the residents. The Board would also be happy if SEPAC brings something back that incorporates all the information and has teeth as to what is needed for enforcement, and what should be put forward as suggestions and informational items.

Ms. Odom agreed, as she'd hate to see all of this work that has been done not be considered by the Commission. If it had teeth, for lack of a better word, that might help, and the Board willing to help SEPAC with this.

- B. Ordinance No. 21-07, passed on first reading by the City Commission at its regular monthly meeting held Monday, June 7, 2021, to amend Section 3.02.03 of the City of St. Augustine Beach Land Development Regulations (LDRs), to provide an addition to prohibited uses listed in this section regarding the regulations of drug and alcohol rehabilitative and other related medical facilities

Mr. Taylor said he has been directed by the City Commission to look into ways to control and monitor how a drug and rehab facility might come into the City as a permitted use. This has become an issue because there was a possible drug rehab center put in at the Seagrove Towne Center. Seagrove is a Planned Unit Development (PUD), so the uses allowed in it are subject to the PUD ordinance approved for Seagrove, but there were concerns that this might be something that could also be put on a commercial parcel in the City. The City Commission asked him to draft an ordinance that would keep that type of use out of the commercial areas in the City. The proposed ordinance references a chapter in the Florida Statutes that regulates drug rehab facilities and requires these facilities to get some sort of license from the state, so there should not be a question as to what the definition of these types of facilities are. There has also been a question as to whether or not this is something the City can do, and after doing the research, he believes that it is. St. Augustine Beach is a small city, it is not very large, and there are a lot of things it does not have, such as a hospital, or a public school, so there are things that are just not appropriate to have in this City. To give a little bit of history, there have been problems across the country, especially in California, and also in South Florida, with some drug rehab facilities amassing a bunch of people and

bringing them in from outside the city limits to put them in a nice facility and treat them for a short amount of time while they drain as many Medicaid dollars as possible. They then release these people, who kind of get lost and become homeless in a community they have no real connections to. For whatever reason, this seems to happen in a lot of the coastal communities in California and Florida. The proposed ordinance the City Commission asked him to draft is very narrow, as it just adds one more thing that cannot be done in the commercial land use districts within the City limits per Section 3.02.03 of the LDRs, pertaining to prohibited uses. He does not see any issues with it, but if the Board sees any, or has any questions, he is here to answer them.

Mr. Kincaid asked if anyone has any questions for Mr. Taylor, or if there is any public comment, to which there were no questions and no public comment. He asked if the Board's motion would be to recommend passage of this ordinance to the City Commission as drafted or with any recommendations for amendments or revisions.

Mr. Taylor said yes, correct.

Motion: to recommend passage on final reading of Ordinance No. 21-07 as drafted to the City Commission. **Moved** by Mr. Einheuser, **seconded** by Ms. Odom, **passed 7-0** by unanimous voice-vote.

- C. Discussion of allowing the Planning and Zoning Board to review, consider and have the final authority to approve or deny conditional use permit applications for outside dining, sales, and service, outside display and storage of items, and drive-thru windows

Mr. Law said at the recent joint workshop meeting of this Board, the City Commission, and SEPAC, he expressed the need to help thin out the Commission's agendas by giving this Board the power to grant or deny all conditional use applications with the exception of those that request to build residential structures in commercial land use districts. It seems redundant for the Board to vet conditional use applications and make recommendations to the Commission, which then goes through the whole presentation and review process all over again at the next available Commission meeting. He displayed the table of allowed uses by land use district per Section 3.02.02 of the LDRs, and briefly summarized the uses allowed by approved conditional use permit. His recommendation is to give this Board the authority and power to grant or deny all conditional use applications with the exception of those that request to build single-family or multi-family residences on lots in commercial land use districts.

Mr. Kincaid said he is comfortable with this because he thinks the Board is very capable of the consideration and deliberation required to make rational decisions. Also, it is comforting to him as a citizen to know that if a conditional use application is denied by this Board, the appeal process would then be heard by the City Commission. Currently, the Board makes recommendations to the Commission for most conditional use applications, and the Commission has the final authority to grant or deny them. If someone wants to appeal a decision made by the Commission, they have to file an appeal to the St. Johns County Circuit Court. With this Board making the final decision on most conditional use applications, there is one more local layer of ability for conditional use applicants to accomplish what they want by giving this Board the authority to grant or deny conditional use applications, as appeals of the Board's decisions would then go before the City Commission.

Mr. Law said that is correct. The Board is being asked to consider and forward to the Commission whether or not they agree or disagree with his recommendation to give this Board the authority and power to review, consider, and grant or deny all conditional use permit applications with the exception of those that request to build single-family or multi-family residences on lots in commercial land use districts. The Board's motion will then be forwarded to the Commission and if the Commission agrees, Mr. Taylor will incorporate the proposed changes to the LDRs, which the Board will see, as all changes to the LDRs come before the Board in the form of an ordinance for the Board's recommendation to the Commission as to whether or not the changes should be adopted. This is

a way to thin out the Commission's agendas, and in his opinion, this Board is very capable of making decisions on conditional use permit applications, which include zoning aspects and issues pertaining to what this Board does.

Ms. Odom agreed, as she thinks the Board should have had this authority over conditional use permit applications all along. However, it could have been presented to the Board under better circumstances, and not as something that will take the load and work off the Commission, as this presentation does not sit well with her.

Mr. Taylor said the Commission also pointed out that this Board might pay more attention to conditional use applications and take more time considering them than the Commission, which is a bit of a compliment.

Mr. Kincaid asked Mr. Law if the Board can agree to this by general consensus, or if a motion to move this forward to the Commission for the drafting of an ordinance is required.

Mr. Law said a consensus from the Board is fine.

Mr. Kincaid asked if there is anyone opposed to sending this forward to the Commission. There was no opposition and the Board agreed, by unanimous oral consensus, to the City Commission moving forward on the drafting of an ordinance to revise the LDRs to give the Planning and Zoning Board the authority to consider, review, and grant or deny all conditional use applications with the exception of those which request to build single-family residences, multi-family residences, and condominiums in commercial land use districts.

D. Discussion of public parking and creating a priority list of projects for creating a five-year plan for improvements to recommend to the City Commission

Mr. Royle said the City Commission asked that this be brought to the Board because public parking for beach visitors has become a very hot topic of late, though it has really never disappeared in the over 30 years he's been City Manager. Beachgoers are parking in residential neighborhoods creating litter, noise, and congestion, and the residents are up in arms over that, particularly with parking along 2nd Avenue, between 3rd and 7th Streets. He provided a memo to the Board that basically looks at two types of projects. The first is improving areas for parking such as existing rights-of-way the public currently uses for parking. The second is creating new parking areas where there currently is no parking. The Commission has asked the Board to consider creating a prioritized list for a five-year plan, and he would like to suggest possibly having a project, or two or three, in each year, with at least one that would be for new parking and one or two for improved parking on existing rights-of-way. In a way, they are trying to strike a balance between how much of the City should be turned into a parking lot, particularly along A1A Beach Boulevard, and how many of the City plazas outlined in his report should be converted to parking.

Mr. Pranis said at the joint workshop held last month with this Board, the City Commission, and SEPAC, updating the City's Vision Plan was discussed. As he thinks the Vision Plan and parking improvements would go hand in hand, are they putting the cart before the horse by working on improving parking without an updated Vision Plan?

Mr. Royle said that is an interesting question, but he is sure the Commission would want to look at what this Board comes up with instead of hiring a consultant to do a vision plan that sits on the shelf for the next 12 years. The Commission would love the Board to develop a vision plan with the Mr. Law's staff, himself, and SEPAC, as to what they want the City to be in 10 or 15 years. For the immediate need, at least to some residents, of providing more parking, he thinks they would do well to get a plan for improved parking and development of new parking areas. Existing public parking is at Pier Park, and there is also parallel parking along 16th Street, west of the Boulevard. There is existing public parking on the City plaza north of 14th Street on the west side of the Boulevard, but of course, this is adjacent to Sunset Grille, and a lot of this restaurant's patrons park there. On the southwest corner

of 11th Street and the Boulevard there is public parking on the City plaza in front of Café Eleven, and on the east side of the Boulevard at 10th Street, the City owns three lots, which it purchased about 15 years ago, to build the public restrooms and parking that is there. The City plaza on the east side of the Boulevard at 8th Street is a beautified plaza that has public parking, and it is an example of the kind of balance that can be achieved in creating a nice-looking plaza that also has parking. On the northwest corner of 8th Street and the Boulevard in front of Best Western Seaside Inn is a City plaza beautified by the hotel owners with palm trees and grass that looks very good. Opposite this on the southwest corner of 8th Street and the Boulevard, right next to A1A Auto Center, is a City plaza that could be converted into a parking lot, as it is currently not used for anything. On the east side of the Boulevard at 5th Street, public parking has been put in along the south side of 5th Street next to Island South Condominiums, and he and Public Works Director Bill Tredik have talked about the same sort of parking along 5th Street on the west side of the Boulevard, adjacent to the Courtyard by Marriott. Right now, people cannot park there because there is an embankment that would have to be bulkheaded and shored up so it would not collapse. There are plazas that have public parking on both the north and south sides of 3rd Street west of the Boulevard, but the plaza on the south side of 3rd Street, adjacent to the Kookaburra Coffee Shop, only has four public parking spaces because the Kookaburra owners have beautified it partly with a nice little round seating area in front of palm trees. Directly across the street from the Kookaburra on the north side of 3rd Street is a City plaza adjacent to the Sunshine Shop, which, along with the Tides Oyster Company and Grill, uses this plaza for overflow parking. There are two vacant plazas on the east side of the Boulevard at 3rd Street that could be used for parking, but these plazas are adjacent to houses and residential properties, so people may not care to have public parking there. On the northeast side of A Street and the Boulevard, the City plazas have paved parking and restrooms, and on the west side of A Street and the Boulevard, there are two plazas between A Street and 1st Street. The dilemma with these two plazas is that they slope to the west and have drainage issues, so it is going to take some engineering and good design work to really make them effective for parking, although people do park there now, and this area is very well used by patrons of Jack's Barbeque and the A1A Burrito Shop to the north as well as people going to the beach. From A Street south along the Boulevard, there is no public parking, and no City plazas, with the exception of Ocean Hammock Park, on the east side of the Boulevard between Bermuda Run and Sea Colony Subdivisions. There are currently 20 public parking spaces in Ocean Hammock Park, but more parking can be created there, so this would be an area for new parking with 20 more spaces. There are other areas that could be used for parking, but he does not think they would be well-received by residents. Some people may remember the community garden fiasco on the plazas west of the Boulevard between A and 1st Streets, along 2nd Avenue. The residents blew up about this, and absolutely did not want this garden there, so he does not think they would be all that pleased to have these plazas turned into parking lots. There are plazas going further north, in Chautauqua Beach Subdivision, on the corners of 3rd Street and 2nd Avenue, and plazas on the corners of 8th Street and 2nd Avenue, but these plazas border residential properties, so he does not know how receptive people would be to having public parking there. There are also plazas in Coquina Gables Subdivision on the corners of each of the intersections of D Street and 2nd Avenue, 3rd Avenue, and 4th Avenue. There was a proposal several years ago to put a playground on one or more of these plazas, but the residents at that time said absolutely not, as they wanted the plazas to remain natural, and did not want to have any development on them. Out of all these areas, the Commission has asked this Board to create a priority list for a five-year plan of parking improvements and new parking areas. Also, as it is possible all of the areas that could be used for parking have not been identified, if any of the Board members have ideas for locations for new parking, they are asked to provide input on that as well.

Ms. Odom said it has probably been five years or so ago, when David Bradfield was on this Board, that a study was done to try to identify lots that were available for purchase by the City for new parking areas.

Mr. Royle said the City has an indebtedness to the year 2039 for buying property for parks like Ocean Hammock Park, and various other lots for parking. This is quite a bit of debt for a small city, so he does not think buying more land is feasible. The owner of the property between 4th and 5th Streets west of the Boulevard called recently

to ask if the City would be interested in buying this property for parking, for \$3,000,000, which is beyond the ability of the City to buy. He did leave out one area which might be a possible location for new parking, along the north side of 4th Street in the pool parking area next to Island South Condominiums. It has been found that putting improved parking next to existing multi-family condominiums does not create a lot of fuss. Condo people are used to a lot of vehicles going in and out, so having parking near them does not bother them. Single-family residential neighborhoods, on the other hand, really do not want public parking for beach visitors near them.

Ms. Odom said talking about Ocean Hammock Park, doesn't the City also own property on the west side of A1A Beach Boulevard, across the street from Ocean Hammock Park?

Mr. Royle said yes, the City owns 6.1 acres, called Hammock Dunes Park, on the west side of the Boulevard, and this is owned free and clear by the City. It is topographically very interesting, with hills and dales. Public parking could be put there if the sand borough adjacent to the Boulevard could be moved. People parking there would have to walk across the Boulevard to access the beach walkway at Ocean Hammock Park. Hammock Dunes Park is a very unique piece of land, so the question is, how much public parking should the City have, and how many City plazas and parks should be kept as landscapes and beautified? Of course, the City will never be able to provide a parking space for everybody who wants one, and there are other cities that provide parking lots for beachgoers.

Mr. Pranis asked if a case study has been done of what kind of revenue could potentially be generated if the City bought the property for sale for \$3,000,000 on the north side of 4th Street west of the Boulevard and put a parking lot or parking garage there. This may be controversial, but every little beach town up and down the coast has some type of pay-to-park parking and that is how they buy land for parking and maintain those parking facilities.

Mr. Royle said that is a very interesting topic, as pay-to-park parking was debated in this room at length month after month by the City Commission not long ago. Commissioner George was familiar with pay-to-park parking in Gainesville and thought they should try it here, as the City of St. Augustine was at the beginning stages of its pay-to-park parking proposal. This City's dilemma is that as long as the St. Johns County Pier Park has free parking, people will park there before they pay to park anywhere else. The County has wrestled with pay-to-park parking too, and the County Commission said no. This City will probably want to team up with the County if the County ever decides to use pay-to-park parking as a revenue source. The City did a very preliminary study, and the numbers were really suspect upon second thought that so much could be charged per hour for parking to make the estimated \$400,000 that would be needed to put parking stations and meters in nearly every place parking could be located in the City. Residents just do not want parking, pay-to park or free, in their neighborhoods.

Mr. Kincaid asked if the City has a list of streets that have signs prohibiting parking on them. There are signs on the east side of 11th Street, where he lives, saying no parking is allowed on the pavement, but people park on the sides adjacent to and off the pavement, and on vacant lots. He does not think the rules about parking are the same on every street and he does not think the right-of-way widths are the same on every street in the City.

Mr. Royle said most streets have a 40-foot right-of-way, but some have a 60-foot right-of-way, such as A Street, 3rd Street, and D Street. He thinks 2nd Avenue is probably 60-80 feet wide.

Mr. Kincaid asked if these rights-of-way are City-owned public property, what keeps people from parking on the grass on the sides of these streets?

Mr. Babbitt said "No Parking" signs are posted there, and homeowners have put "No Parking" signs there too.

Mr. Kincaid said the "No Parking" signs posted by homeowners are not enforceable.

Mr. Babbitt said right, but people looking for a parking space do not know that. There is a lot more parking needed above the 162 additional parking spaces shown in the information provided by Mr. Royle. Why not capitalize on the need for additional parking, and make people who want to come here and go to the beach pay for parking?

Mr. Kincaid said he'd like to start with what is available for new parking, aside from City-owned plazas and parks. He asked if there is a way to quantify the public parking spaces already on public streets and what is available on rights-of-way in residential areas, unless it is decided to make that completely not available for public parking.

Ms. Odom asked if the City has ever considered having shuttles run from the City Hall parking lot to the beach.

Mr. Royle said no, the County runs shuttles during Memorial Day weekend and the 4th of July holiday. He is at City Hall sometimes on these holidays and it does not appear the shuttles are used that much. There are, however, about 80 parking spaces in the City Hall parking lot.

Mr. Law said his recommendation would be for each individual Board member, including the two alternates, to make a priority list with rankings of the seven potential locations proposed by the Public Works Director as feasible for additional public parking. Each Board member could rank the seven locations from first to last and email them to Ms. Miller, who as the liaison for this Board, could then provide this information to Mr. Royle to forward to the Commission. The Commission has shown great interest to not let this die again on their level and they hoped the Board could assist them by ranking the potential locations for additional parking, which would also help with the budgeting and financial issues. Also, the Board members could suggest any new locations or ideas for parking.

Ms. Odom said she recommends the Board get back together and discuss and review all of their rankings and suggestions to give a more cohesive recommendation to the Commission.

Mr. Law said if that is the Board's recommendation, they could all email their individual rankings and suggestions to Ms. Miller, who can compile them for next month's meeting. Mr. Royle can then inform the Commission of the Board's wishes, and they can keep this topic moving forward, as the City is now going into budget season.

Mr. Kincaid said there is not really a cost-benefit analysis in the information given to the Board, as the seven potential locations for public parking total 162 additional parking spaces, which will all be filled up by 10:00 o'clock each morning. He is not saying these 162 parking spaces would not help, or that this is not an approachable gain in parking, but what will the cost be to the residents of the City? It seems residents have to be willing to pay for additional parking if they want to keep people from parking on their lawns and on the rights-of-way of their streets. Nobody wants a parking lot in their backyard, if they do not want a playground in their neighborhood, they certainly do not want a parking lot, so they are going to have to convince people it is worth paying for more parking, even though residents are going to be affected differently, depending on the locations for new parking.

Mr. Pranis said it is hard to say, if there is no cost analysis, that fixing the lots that have drainage issues and need to be shored up to put parking on them is more cost effective than purchasing a \$3,000,000 piece of property.

Mr. Kincaid said he personally thinks they ought to relook at pay-to-park parking for visitors and parking permits for people who live here. He asked how many parking spaces are at Pier Park.

Mr. Royle said about 150-160.

Mr. Kincaid said there would still be free parking, then, for the first 150-160 people at Pier Park, and the rest of the people going to the beach would have to pay for parking. He asked if all the Board members could submit

before next month's meeting priority rankings of locations for new parking, and any other ideas anyone may have. They can then, as a Board, maybe put something together that is easier for the Commission to work with, digest, and act on. He asked if there are any objections to doing this and continuing this topic to next month's agenda.

Ms. Odom said no, but she would like to have a little more meat to it, so everyone should think about prioritizing the potential locations for additional parking and writing down any new ideas for additional parking.

Mr. Kincaid asked the Board members to email their priority rankings for potential new locations for additional parking and any other ideas they may have about parking to Ms. Miller, within the next two weeks, if possible, so Ms. Miller can compile them and distribute them to the Board as a whole for next month's meeting.

Mr. Taylor said as long as everything is sent individually to Ms. Miller, she can compile all the information and put it in next month's agenda packets, and the Board can review it all here at the next meeting. Discussion of agenda items should not be done outside of a publicly advertised meeting, otherwise, it could be a Sunshine Law violation.

Mr. Kincaid said that will give everybody the opportunity to look at what everyone else is thinking so the Board can then start to develop a cohesive direction for a five-year parking plan they can forward to the City Commission. He asked if everyone is okay with this. The Board so agreed, by general oral consensus.

VII. OLD BUSINESS

There was no old business.

VIII. BOARD COMMENT

Ms. Longstreet thanked the Board members for the lovely card they sent to her.

Ms. Odom said they are all sorry for Ms. Longstreet's loss. She asked when the setback changes become effective.

Mr. Law said the setback changes went into effect the date of the City Commission's last meeting, which was held on Monday, June 7, 2021, when the Commission passed the ordinance to change them.

IX. ADJOURNMENT

The meeting was adjourned at 7:49 p.m.

Kevin Kincaid, Chairperson

Lacey Pierotti, Recording Secretary

(THIS MEETING HAS BEEN RECORDED IN ITS ENTIRETY. THE RECORDING WILL BE KEPT ON FILE FOR THE REQUIRED RETENTION PERIOD. COMPLETE AUDIO/VIDEO CAN BE OBTAINED BY CONTACTING THE CITY MANAGER'S OFFICE AT 904-471-2122.)



MINUTES

SUSTAINABILITY & ENVIRONMENTAL PLANNING ADVISORY COMMITTEE MEETING

WEDNESDAY, JUNE 9, 2021, AT 6:00 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080

I. CALL TO ORDER

Chair Krempasky called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

The Committee recited the Pledge of Allegiance.

III. ROLL CALL

Present: Chair Sandra Krempasky and Members Craig Thomson, Lonnie Kaczmarsky, and Karen Candler.

Vice Chair Lana Bandy and Members C. Michel Cloward and Ann Palmquist was absent.

Also present: Deputy City Clerk Dariana Fitzgerald and Grounds Foreman Tom Large.

Chair Krempasky advised the Committee that Deputy City Clerk Fitzgerald has been trying to contact Member Palmquist regarding her extended absence and has had no response. She asked if the Committee wanted to exercise its right to ask Member Palmquist to officially resign from the Committee. Chair Krempasky advised that she would try to contact Member Palmquist directly. Deputy City Clerk Fitzgerald advised that since Chair Krempasky is a Board Member, that she could not contact Member Palmquist directly.

Discussion ensued regarding writing a letter to Member Palmquist to give her the option and to try to get a response; that SEPAC is short a member without her participation; finding a replacement; that SEPAC could look for alternates now, etc.

Chair Krempasky asked if any Members have seen Member Palmquist. Member Kaczmarsky said that his wife spoke to Member Palmquist a few weeks ago and she said that she was not coming back due to Covid-19 and would only return when he did. He also said that Member Palmquist was upset that the artists that painted the trash cans were not nominated for the stewardship awards. Deputy City Clerk Fitzgerald said that Member Palmquist sent her an email the day that the stewardship applications were to be discussed, but did not submit a nomination form.

Chair Krempasky asked Deputy City Clerk Fitzgerald to email Member Palmquist to make sure she knows that the applications have been re-opened, and that she has until the end of the month to submit her nomination. Deputy City Clerk Fitzgerald advised that she has been sending Member Palmquist the agendas and minutes all year and that there has been no communication back from her. She advised that the Commission relaxed the standards due to Covid-19, but it has not

officially changed. The policy is that if three consecutive meetings are missed, that the Member should be removed by having the Chair write a letter to the Commission to decide.

Chair Krempasky asked if SEPAC is still a Committee with six members. Deputy City Clerk Fitzgerald advised yes. Chair Krempasky said to wait until the next meeting to decide.

IV. APPROVAL OF MINUTES OF MAY 12, 2021, REGULAR MEETING

Motion: to approve the minutes of May 12, 2021, with correction of typographical errors. **Moved by:** Member Candler. **Seconded by:** Member Thomson. Motion passes unanimously.

Chair Krempasky moved on to Item 1.

V. PRESENTATION OF REPORTS:

1. Update on Vulnerability Study from Public Works

Chair Krempasky introduced Item 1 and asked for an update report from Foreman Large.

Foreman Large advised that the Vulnerability Study was submitted to the State and has been accepted. He said that there will be a workshop meeting on June 17, 2021, at 6:00 p.m. to discuss this with the Commission and that SEPAC is welcome to attend the meeting. Member Thomson asked if the workshop would be discussing the Vulnerability Study and what the next steps will be. He also asked if the consultant be there. Foreman Large advised that he did not know if the consultants would be at the workshop meeting. Deputy City Clerk Fitzgerald said that this workshop meeting was planned immediately after the Commission meeting. Member Thomson asked if Public Works Director Tredik would be at the workshop meeting. Foreman Large advised that Director Tredik would be at the workshop meeting.

Member Thomson said that SEPAC submitted Vulnerability Study questions twice and that it would be important to have those questions answered at the workshop meeting. Chair Krempasky said that Mayor England replied that they were good questions, and that Director Tredik could supply the answers. Foreman Large advised the Director Tredik did pass the questions on to the people that were doing it, but he does not have a report. Member Thomson asked if the questions could be submitted to the Commissioners again. Chair Krempasky advised that she would forward the questions to the Commission again.

Discussion ensued regarding the questions; that Phase III came out; the next step would be resilience or adaptation planning based on the entire study; etc.

Chair Krempasky said that SEPAC has been hoping for guidance from the Commission for a Strategic Plan, and the Commission thought it would be a good idea for the Comprehensive Planning and Zoning Board (CPZB) to provide a vision for what A1A Beach Boulevard would look like in the future and to try to do something environmental with the City parkettes. She suggested that this could also be brought up at the workshop meeting. She said that Director Tredik has it in his future budget to do something with the parkettes, but that she did not know if some of them would be turned into parking lots or maybe a combination with some environmental spaces. She said that it would be nice to have some of the City's parkettes be a diverse park area. Member Kaczmarzsky suggested a rain garden. Member Thomson said that it has been discussed several times for the City to have a green infrastructure and that

SEPAC should stress that as an option for specific areas and that there is a need for consulting help.

Discussion ensued regarding if grants are available for these types of projects; to have one "model" parkette; coming up with a concept; asking Director Tredik or Foreman Large to identify a parkette to clear out; looking for grants, etc. Member Kaczmarzsky advised that he would look into grants.

Chair Krempasky advised that she would like to attend the workshop meeting on June 17th. She also encouraged other Members to attend. Member Thomson asked if the workshop was scheduled during the last Commission meeting or the prior meeting. Deputy City Clerk Fitzgerald advised it was scheduled at the last Commission meeting on June 7, 2021. Member Thomson advised that the video from the June 7th Commission meeting was not working properly to see the entire meeting. Deputy City Clerk Fitzgerald advised that the IT Department is aware of the video and audio issues, and they are trying to resolve the problems.

Chair Krempasky moved on to Item 2.a.

2. Reforestation and Landscaping Projects

Chair Krempasky introduced Item 2.a and asked Foreman Large for his staff report.

a. Resident Tree Program

Foreman Large advised that Deputy City Clerk Fitzgerald provided on the back, the City of St. Augustine's - Tree Canopy Enhancement Program and also the City of Orlando's - One Person, One Tree handout (Exhibit A). He advised that he tried to print the questionnaires from each of the websites, but it did not print. He said that SEPAC Members can go on the websites and view the questions to get some ideas of what they are asking. He said that each of these cities has a separate department that handles these programs, and our City does not. Director Tredik is working with the City Manager to determine how to handle the City's program and that Public Works is ready to move forward as soon as the logistics get worked out.

Member Thomson asked if Director Tredik thinks he has the staff to do the project. Deputy City Clerk Fitzgerald advised that the Public Works Department is terminally understaffed. She said that consistently over the past few months there has been a lot of employee turnover in the Public Works Department.

Member Thomson asked if the City Administration staff would collect the applications and the money and then Public Works would plant the trees. Foreman Large advised that Director Tredik is working with the City Manager to work the details out.

Member Thomson said it would be similar to the City's Palm Tree Program. Foreman Large advised that it should work similarly and that he is going to try to monitor both the City of St Augustine's and the City of Orlando's programs to see how many trees are being requested and planted. He said that those cities' applications will be collected until September and then the trees will be planted in the winter.

Chair Krempasky advised that the City of St. Augustine is doing a site assessment by having someone go to the residence and determine the best tree for the site.

Member Thomson said that SEPAC and Public Works are supposed to have an annual responsibility to come up with a tree planting plan. He suggested that every September there should be a workshop meeting devoted to discussing the tree planting plan. Deputy City Clerk Fitzgerald advised that the tree planting plan should be set before the budget season. Foreman Large advised that the budget plans start in July for allocating money, but that the planting plan could be later in August.

Chair Krempasky asked if Public Works Director Tredik came up the tree planting idea. Deputy City Clerk Fitzgerald advised that in 2019, the SEPAC members came up with the tree planting idea. Foreman Large advised that Director Tredik is on-board with the tree planting idea, but that the details still need to be worked out. He said that he would like to see how the process goes with the other two cities that have already started their tree programs.

Deputy City Clerk Fitzgerald advised that the logistics that need to be worked out are not just determining who will handle the paperwork, but also to determine how many trees can reasonably be planted in one season by Public Works, etc.

Member Thomson said that the City Commission is backing this tree program and that in the past local businesses, such as Southern Horticulture, have helped to plant trees and that that could be another option. He advised that there is a huge tree farm that is not being used. He said that the City needs to move forward with the project and that possibly Director Tredik and City Manager Royle will have an operations plan to present to SEPAC next month.

Chair Krempasky asked how large the other cities trees will be. Foreman Large advised that he has spoken to the City of St. Augustine, and they did not specify the tree sizes. He advised that he would try to obtain that information and bring it back for the next SEPAC meeting.

Chair Krempasky said that some of the trees on the City of St. Augustine's list are flowering trees. She asked if there were any types of trees that would not be recommended for the program. Member Kaczmarzsky said that he did not think that Dogwood would be good choice along the beach, but it could work more inland. Member Thomson suggested that Simpson Stopper could be added.

Chair Krempasky advised that the City of St. Augustine's website has the selection divided between small, medium, and large trees and that an assessment by the City will determine what size tree would suit the area. Deputy City Clerk Fitzgerald advised that the assessment would also be for underground and overhead utilities, other trees in the area, etc.

Discussion ensued regarding other trees on the City of St. Augustine's list for their tree program; that the City of St. Augustine's Tree Board has been in existence for a long time; that the City of St. Augustine and the City of St. Augustine Beach have similar environments; that some of the trees from their list would work; the City needs to work out the details; etc.

Deputy City Clerk Fitzgerald advised that both of the other cities are much larger than the City of St. Augustine Beach, so the City would need to trim it down.

Chair Krempasky suggested that the number of plantings could be limited to 12 trees a year and have something like a lottery drawing for the trees which could eliminate the application process. Deputy City Clerk advised that the City of St. Augustine is doing an application process and then they can weed out the locations that will not work. Member Kaczmarzsky suggested to use the Urban Forestry Management Plan map that identified the areas that need trees. Member Thomson said that some of those on the Urban Forestry Management Plan map were not in front of a residence and would not work.

Discussion ensued regarding the maintenance and responsibility of the trees on public land vs. private property; whether Director Tredik has decided if the plantings will be on the City's rights-of-ways or private property; that both of the other cities tree program are allowing plantings on both public and private property.

Foreman Large advised that he believes that the City will move in the same direction as the other two cities and allow for the trees to be planted on either private or City property.

Chair Krempasky suggested that Director Tredik should contact Building Official Law and ask about using the money from the Tree Fund account for this project. Foreman Large advised that he had already made a note to ask Director Tredik about the Tree Fund. Member Kaczmarzsky said that there is approximately \$37,000 in the Tree Fund. Foreman Large advised that the Tree Fund money is probably appropriated for specific things and that he would have to ask about it. Deputy City Clerk Fitzgerald advised that if a resident wants to remove a tree, they then have the option to replace the tree or pay a fee.

Discussion ensued regarding uses for the Tree Fund money.

Chair Krempasky moved on to Item 2.b.

b. Mickler Boulevard

Chair Krempasky introduced Item 2.b and asked Foreman Large for his staff report.

Foreman Large said that he was hoping to have received information from the Lowe's 100 Hometowns program. Deputy City Clerk Fitzgerald advised that she did not receive any notification from Vice Chair Bandy regarding the status of the Lowes program. Foreman Large advised that Director Tredik would like to move forward with the project and have SEPAC fund it. Chair Krempasky asked how much of the project was to be funded using the money from Lowes. Foreman Large advised all of the project was to be funded by the Lowe's grant and if it does not come through then the City will move forward with SEPAC funding the project. Deputy City Clerk Fitzgerald advised that if it is to be a project for this year, that SEPAC has about \$2,000. If is for next year, then SEPAC could do a proposal to have money set aside for the project.

Chair Krempasky advised that there is \$1,936 left in the SEPAC budget and asked the Committee if they thought this project would be a good use of that money. Member Thomson said that it is not a lot of money. Deputy City Clerk Fitzgerald advised one of the stipulations for the Lowe's grant money is that it had to be for a project that had not already been started and if the City moves forward with the project now, then what happens if the grant money comes through. Foreman Large advised that Public Works would like to get the project implemented before October.

Chair Krempasky said that when the Lowe's application was being discussed that she remembered the suggestion to ask for more money than was needed for the project. She asked how far the current SEPAC budget of \$1,936 would go for this project.

Member Thomson said that SEPAC is being asked to beautify an area that is going to continue to flood. He said that the project does not have to happen this year and asked why it is a priority. Foreman Large advised that this project was suggested by a SEPAC member because of the pedestrian traffic in the area and the need for benches.

Member Thomson said that it is a sensitive environmental area. He suggested to have more discussion about the Vulnerability Study and what is going to happen in that area. That it is the area where the storm surge is going to come into the City and there could be flooding due to hurricane season.

Member Candler asked if the pipe would take the place of the ditch. Member Thomson advised yes.

Foreman Large advised that the City does not know what is going to happen and that it may be an option to wait to see what Lowe's comes back with.

Chair Krempasky said that it seemed like every year she asked for money that she has been told that SEPAC did not spend the money it had from the previous year. She said that she would like to spend the \$1,936 to show that there was a project created and that it was funded from the \$2,500. She advised that SEPAC could always ask for more funds if there is a project. She said that several of the Commissioners have mentioned that Mickler Boulevard was not very attractive and that it needed to be landscaped.

Member Thomson advised that SEPAC has been asking for six palm trees to be planted on A1A Beach Boulevard between B and C Streets. He said that SEPAC has asked for ground cover for some of the parkettes to create more infrastructure. He said that SEPAC has a lot of projects, and nothing gets done.

Discussion ensued regarding palm trees at Public Works facility; Public Works not having enough manpower to accomplish some of the tree planting projects; the need for an agreed upon plan; spending the money to hire someone to plant the trees; whether this time of year is the proper time to plant trees; Public Works would still need to have the manpower to irrigate the new plantings.

Foreman Large advised that he is currently the only employee manning the watering truck and he described how the process works and the time needed to be dedicated to it. He said that ideally the Public Works Department would only want to have a

select few plantings a year to be able to dedicate the proper watering schedule to ensure that those new plants become established.

Member Thomson asked if the Public Works yard has an automated watering system. Foreman Large advised that it does not, but that there is a gravity-fed well that is used to water the palm trees. Foreman Large advised that other trees, such as the trees from Arbor Day, need to be watered with the watering truck every day.

Discussion ensued regarding why the City is not planting the trees that are in the Public Works yard; if planted, how would those trees get watered; waiting to hear about the Lowe's grant money; using the plants before September to allow them to get established; asking a previously hired landscaping company for a price to plant the palm trees on the Boulevard between B and C Streets.

Foreman Large advised that he would discuss the planting of the palm trees with Director Tredik and Assistant Director Gatchell and would get pricing and bring it back to SEPAC next month.

Deputy City Clerk Fitzgerald advised that it would be better to have the palm trees planted with the current funds and wait for the money from Lowe's. She advised that the budget needs to be finalized by September 30, 2021.

Member Thomson advised that since Building Official Law has been employed at the City, he has been able to increase the construction fees allowing for part of that money to go to the Tree Fund which now has a balance of \$37,000. He suggested to ask Mayor England or City Manager Royle if SEPAC would be able to use some of the funds for landscaping projects.

Member Candler said that she has a problem with the City fining residents. Member Thomson advised that this is not a fine, it is part of an impact fee. Discussion ensued regarding how to use the money in the Tree Fund; to contact the Finance Department to ask about the use of the funds. Chair Krempasky advised that she would email Finance Director Douylliez to ask about the Tree Fund use.

Member Thomson advised that part of SEPAC's tasks next year could be to start the projects even if Public Works is too busy. He said that the Tree Funds could allow for SEPAC to hire someone to complete the projects.

Chair Krempasky asked Member Thomson if he knows any landscapers. Member Thomson said that the recommendations from Mr. Charles Marcus were very specific, and he is very familiar with the beach. He would like to have a continuing contact with someone like Mr. Marcus so that the City would have a person to go to for the designs.

Chair Krempasky advised that the City could have a contract or do a bid for proposals to get the best price. Deputy City Clerk Fitzgerald advised that there would need to be a specific project to have a bid and that it would depend on the anticipated price of the project.

Chair Krempasky asked Member Thomson if he would contact Mr. Marcus. Member Thomson advised that he would contact Mr. Marcus. He said that he has also had discussions regarding this with Mayor England and City Manager Royle and they

seemed positive. He said that getting a design started should not be a problem, the problem would be if Public Works would be available at the time of the project.

Chair Krempasky moved on to Item 2.c.

c. Urban Forestry and Planning Projects

Chair Krempasky introduced Item 2.c and asked for an update report.

Member Thomson advised that SEPAC is supposed to work with Public Works on an annual planting plan. He said that he would like for Director Tredik to provide a monthly planting plan and to look at the old master plan so that everyone is on the same page. He discussed 2nd Avenue and that there has been nothing developed with it since last year.

Foreman Large advised that the Cypress trees will be planted there.

Discussion ensued regarding the uses for the Cypress trees; not planting too close to the pipes; the need for a consensus; wanting to be more effective by using a yearly planting plan; discussion of what was planted last year.

Chair Krempasky asked Foreman Large to follow up with Director Tredik regarding the annual planting plan.

Discussion ensued regarding the 11th Street planting recommendations from Member Kaczmarzsky to block the neighbors view of the pond; that plants were removed because the neighbors were not happy; that Public Works Director Tredik would like to use something other than plants.

Chair Krempasky suggested that Foreman Large should discuss 11th Street with Director Tredik again because the consultant's recommendation was to use natural barriers instead of an engineered solution. She said that it could be in the budget for next year.

Chair Krempasky moved on to Item 3.a.

3. Educational Programs

a. Newsletter Topics

Chair Krempasky advised that she had the summary information provided from Vice Chair Bandy (Exhibit B). She said that after reviewing the minutes, that all Members were supposed to provide a topic for discussion.

Discussion ensued regarding the Newsletter and what was decided at the last meeting; that Member Cloward would need time to develop the images to go with the topic of Vice Chair Bandy's article; this topic could be for next month's Newsletter.

Deputy City Clerk Fitzgerald advised that since Member Cloward is not here, that she could forward the article to her, and she could develop the images. She said that SEPAC could allow Member Cloward to choose the images to go with Vice Chair Bandy's statement in Newsletter or it would have to come back to SEPAC for approval next month.

Chair Krempasky said that if the text gets approved today, would SEPAC agree to allow Member Cloward to select the images.

Discussion ensued regarding using images for the Newsletter to attract readers; the City's electric car charging station; using images from the old survey; is there a need for a quote for the Newsletter article; the old survey had a large response; whether the news article is ready to be submitted or if it needs changes.

Chair Krempasky asked if SEPAC wanted to approve Member Cloward's survey questions before they are posted. She asked when the Newsletter is normally posted each month. Deputy City Clerk Fitzgerald advised that the Newsletters are posted on the first of each month.

Member Candler suggested to post the old survey again for anyone that might be interested. She said the new survey could be used in August.

Member Thomson advised to remove the quote and the sustainability challenge. He said SEPAC could compare the new responses to the previous responses.

Chair Krempasky asked Deputy City Clerk Fitzgerald to paraphrase the language and forward it to Member Cloward for her to select the images and then it could be sent to Coordinator Conlon. Deputy City Clerk Fitzgerald advised that she would first need to have Vice Chair Bandy finalize her article and then she could forward it to Member Cloward and that it should be able to be done by July 1st.

Member Candler asked what SEPAC would want for its August Newsletter. Member Thomson suggested to use Member Kaczmarsky's information regarding stormwater runoff (Exhibit C). Chair Krempasky asked Member Kaczmarsky if he would like to do the next Newsletter. Member Thomson asked if the images from Member Kaczmarsky's information could be used. Member Kaczmarsky advised that he would have to get permission to use the images. Chair Krempasky advised that she would get pricing. Member Kaczmarsky said that he would write the copy.

Chair Krempasky advised that she has a friend that is a graphic artist who could do the layout. Member Thomson said that SEPAC is doing the research, but the message is not getting to the Commission. Member Candler said that the residents need to know that the City is putting in the effort. Member Thomson said that it is a great project for SEPAC.

Chair Krempasky asked if there is evidence proving that there is less flooding in that swale area. Member Thomson asked for a display in the area.

Chair Krempasky advised that she would contact the artist about a sign at the swale. Member Kaczmarsky advised that there is a lot of literature about swales and plants that specifically absorb heavy metals from roadways. Member Thomson said that it is not just about absorption, it is also about keeping the pollution out of the runoff.

Discussion ensued regarding the drawing; plants that flower at different times of the year; being designed to absorb pollutants in water; which plants should the artist use; to use simple images that will last in the weather.

Chair Krempasky asked if there was any further discussion regarding the Newsletter.

Member Candler suggested to be one month ahead.

Member Kaczmarzsky suggested for educational purposes there could be pollinator nesting boxes at each parkette which Public Works would have to change out every year. Foreman Large advised that he would have to find out if they would work for those areas. Member Kaczmarzsky advised that they work everywhere. Foreman Large advised that the City's mutt mitt boxes have to be cleaned out from wasp's nests. Member Kaczmarzsky advised that the pollinator boxes do not attract those types of bees and to include an educational plaque about increasing biodiversity. Member Thomson suggested that the pollinator box would be a nice article for the Newsletter. Member Candler suggested to do the living drain/bioswale article in conjunction with the sign being erected on Mickler. Member Thomson asked if Member Kaczmarzsky could put up a pollinator box. Foreman Large said it would be a great project for SEPAC to do. Member Kaczmarzsky advised that it is not expensive to make the pollinator boxes but that the signs would cost more. Member Thomson asked if Member Kaczmarzsky would provide an example of the pollinator box and the sign. Member Kaczmarzsky advised that he makes his own pollinator boxes from the bamboo that he cuts down. He said that he would send the literature to Deputy City Clerk Fitzgerald to forward to SEPAC.

Member Kaczmarzsky advised that the newest Commissioner for the City of St. Augustine, Commissioner Barbara Blonder, is an Associate Professor of Natural Sciences at Flagler College and she had the City sign up to be a "Monarch City". He said that 90% of Monarch butterflies have died over the past ten years.

Member Thomson asked if the City of St. Augustine Beach could sign up to be a "Monarch City". He said that there were thousands of Cedar trees at the Cedar Ridge development across from City Hall and that Cedar trees are where the Monarchs breed. He added that St. Augustine Beach should be a "Monarch City". Chair Krempasky asked how to sign up to be a "Monarch City". Member Kaczmarzsky advised that there is a national organization that links cities together.

b. Climate Change Survey

This Item was not discussed.

4. Development of a Committee Strategic Plan

This Item was not discussed.

5. Environmental Policy & Planning Recommendations

Member Thomson advised that SEPAC made three or four appearances to show the environmental issues associates with reduced setbacks and the possible unintended consequences. He asked Chair Krempasky what the outcome was of the final reading at the Commission meeting.

Chair Krempasky advised that every prior vote had been unanimous, but that two Commissioners had changed their minds for different reasons. She said that there was a lot of discussion among the Commissioners, and that Mayor England gave her reasons for wanting the ordinance to move forward. Ordinance 21-04 was approved

by a 3 to 2 vote. She commended the Members for doing a good job representing SEPAC at the workshop meeting.

Member Kaczmarzsky commented that going from 5 yes votes to 3 yes votes should have made them more hesitant to move forward.

Chair Krempasky advised that as a citizen, not a SEPAC member, she has contacted City Clerk Raddatz to hold a Citizen's Initiative to petition the Commission to reconsider its vote.

Member Thomson said that he appreciated Chair Krempasky's speech at the workshop meeting indicating that the City of St. Augustine Beach is moving in the opposite direction from what other cities are doing. He said that for whatever reason SEPAC is not getting its message across to the Commission. He added that part of this initiative was recognition of SEPAC's concerns. He suggested to create formatted information showing the effects of the setback changes. He said that at the last meeting SEPAC required that revisions of the Land Development Regulations (LDRs) include the tree protection that was recommended as part of the regulations. He asked how SEPAC would follow up on it.

Deputy City Clerk Fitzgerald advised that there is a Comprehensive Planning and Zoning Board (CPZB) meeting on Tuesday, June 15th at 6:00 p.m. and that SEPAC is on the agenda to make a presentation regarding tree protection from the Urban Forestry Manual. She said that SEPAC needs to select which Member would be giving the presentation. If the CPZB supports it, then it would be put in an ordinance.

Chair Krempasky advised that she forwarded the information to the Board's secretary, Ms. Miller, to be included in their agenda books. She said that she is going to be the presenter at the meeting and that she would like for another SEPAC Member to attend with her. She advised that if the Board reads their agenda books, they should be well informed as to why Mr. Marcus recommended that the tree protection should be added to the LDRs.

Member Kaczmarzsky said that if the CPZB agrees that this language needs to be added to the LDRs, then it goes to the Commission.

Chair Krempasky advised that City Attorney Taylor said that Mr. Marcus's recommendation was well developed and that if the CPZB recommends it to the Commission, that it could easily be turned into an ordinance. She said that this is not SEPAC's recommendation, it is the recommendation from an expert.

Deputy City Clerk Fitzgerald advised that the CPZB agenda and book for the June 15th meeting are up on the City's website and that SEPAC's presentation is the first item on the agenda.

Member Thomson said that he believes that SEPAC has made progress getting the support of the CPZB. He suggested to have as many Members present to show that SEPAC is working with them to develop policies that fit the City's Comprehensive Plan. These conditions should be utilized to offset the reduced setbacks. He would like to have similar efforts to codify other things such as water and hydrology conservation because the tree protection being added to the LDRs does nothing for water

conservation and runoff. He said that there are sections of the LDRs that deal with runoff and conservation. He suggested to use a consultant to draft the revisions and to present the recommendations. He discussed the Vulnerability Study and Urban Management and ways to have both onsite and offsite control.

Discussion ensued regarding what type of person would be able to help draft recommendations for the LDRs; a vote to proceed with a strategy to development LDRs; whether Building Official Law will have a planner; it would need to be an environmental engineer or landscape architect; SEPAC has money to hire someone to draft the LDR recommendations.

Chair Krempasky asked if Member Thomson would try to find out the cost to hire someone. Member Thomson agreed to contact Mr. Marcus.

Chair Krempasky advised that after the Vulnerability Study workshop meeting on the 17th, she thought there might be a better idea how the Commission plans to get some of these things done.

Member Thomson advised that the engineer of the Vulnerability Study was not able to combine rainfall and storm surge issues. That is a critical issue, and it is why more retention and drainage are needed.

Chair Krempasky suggested to try to find someone who would take the Vulnerability Study findings and come up with a more environmentally friendly, cost efficient way to provide comparable protection for the City with plantings.

Member Thomson advised that the City has used this same engineering company for twenty-five years and they believe that it can be done with pumps. He said that the City hired someone else to determine what was happening on Mickler Boulevard because the engineer's proposal did not work. He believes that the Commission is starting to listen and that recommendations should be drafted by a professional.

Chair Krempasky said that her opinion is that the Commission would pay attention to SEPAC if the City did not have to pay for a consultant.

Member Thomson said that SEPAC has done the research but does not write code. He said that the engineer made \$50,000 designing a pipe that did not work, so would the Commission spend \$2,500 for green infrastructure. He advised that every other City is focusing on Land Development Regulations and how to reduce the risk of flooding by using green infrastructure. He wished the City had someone that knew hydrology better. He said that it has been his experience that the Commission does not listen to SEPAC and that if a consultant with the necessary credentials presented recommendations to the Commission that they would listen.

Chair Krempasky asked Member Thomson to contact Mr. Marcus. Member Thomson said that he would like to invite Mr. Marcus to a SEPAC meeting. Chair Krempasky said that she believes that this year had the largest budget for environmental issues for the State of Florida. Deputy City Clerk Fitzgerald said that she believed the City was awarded \$694,000 for Ocean Walk drainage issues and that Commissioner Rumrell went to Tallahassee and pushed the project for the City.

a. Sea Level Rise and Adaptation Plans

This Item was not discussed.

b. Climate Change Initiatives

This Item was not discussed.

c. Right-of-Way Ordinance

Chair Krempasky asked if Director Tredik and Building Official Law were still working on a right-of-way ordinance. Deputy City Clerk Fitzgerald said that she believes that they are working on the ordinance. Member Thomson said that the City needs a green right-of-way ordinance and a sustainable stormwater system. Member Kaczmarzsky said that Director Tredik was thinking about where to put trees such as the rights-of-way.

Member Thomson said that a swale is needed in the driveway when a property is developed. He described the way property is developed by sloping from the front to the back. Chair Krempasky advised that she spoke to Commissioner George, and she was open to suggesting that swales be part of the building process. Member Thomson said that it has been on the agenda for a year, and it has not happened.

Member Candler asked what the City's percentage of single- family homes, Planned Unit Developments, and businesses are. Member Thomson advised that the City has a map that breaks it up into those uses. Deputy City Clerk Fitzgerald explained the color chart of the different density zones within the City.

Discussion ensued regarding the money that was received for Ocean Walk drainage.

Member Kaczmarzsky advised that other cities are providing compost bins. He said that as a future topic under "Planning Recommendations" that SEPAC could recommend that the City provide compost bins as a way to help keep compostable waste from going into the garbage.

Member Thomson said that he would like to find a way for people to get credit for doing environmentally conscious things. He said that there is a tax for solid waste and that people should be able to get credit if there is something like a composting program established. The next big tax is a utility tax to pay for the stormwater drainage, and he does not think that everyone should be under a blanket tax if they are trapping and reusing their rainwater. He said that the City of St. Augustine has a graduated tax that evaluates each residential property. He commented that impervious surface was unregulated for years and it creates runoff.

Chair Krempasky advised that Director Tredik is proposing a flat rate because the City does not have the manpower to go to every home and assess the percentage of the lot that is covered. Member Thomson said that there is no incentive for people to reduce runoff which is a sustainability issue. Chair Krempasky advised that she spoke to Commissioner George, and she said that the Commission is not looking forward to raising any other fees. Member Thomson said that he understands that, but the taxpayers are paying a million dollars to repair certain neighborhoods that have poorly designed stormwater systems and that if the City of St. Augustine can do it

then the City of St. Augustine Beach can too. Deputy City Clerk Fitzgerald advised that the City of St. Augustine is a much bigger city, and they have a department dedicated to handling it.

Member Thomson asked what SEPAC can do environmentally to educate and also give credit back. Chair Krempasky said that she agreed with Member Thomson and that former Public Works Director Joe Howell had also brought it up. Member Thomson said that the Commission should be thinking about the future and right now the Commission is doing the opposite for the environment.

Chair Krempasky said that she believes that the Commission would be more receptive to what Director Tredik is recommending even though in her opinion it is not the best solution. Member Thomson asked how it encourages conservation. Chair Krempasky said that she does not understand why Member Thomson would keep going back to the Commission only to get the same answer. Member Thomson said that SEPAC is here to do the research and to try to educate and that is why he wants to hire an environmental engineer to show the advantages and benefits. Chair Krempasky advised that she did not want residents to pay more money. Member Thomson advised that these expenses are coming up and that SEPAC needs to find ways to show the Commission and homeowners that there are advantages and benefits to being environmentally conscious. Chair Krempasky said that Mayor England advised that the City is behind saving trees and is not behind a stormwater fee for citizens.

Member Thomson advised that he is not proposing a stormwater utility fee. He said that is why Item 6 in on the agenda to research and find ways to conserve water and reduce runoff. He advised that SEPAC could vote whether to keep the topic on the agenda and that if it stays as an agenda item then SEPAC needs to keep developing it. Chair Krempasky advised that there is a difference doing the research as a group vs. taking it to the Commission knowing that they will turn you down. Member Thomson advised that he is not going to take the utility fee to the Commission, he is trying to point out that this is important. Chair Krempasky advised that the Commission is trying to find ways to streamline their agendas, not to have more presentations from the Boards. Member Thomson advised that that is why he wants to talk to Mr. Marcus and ask him to draft revisions to the LDRs and to make the presentations to the Commission. Deputy City Clerk Fitzgerald advised that presentations do not do any good without a solution. Member Thomson said that SEPAC should work on codifying these policies for the CPZB to make recommendations to the Commission.

6. Sustainable Stormwater Management Research

VI. OTHER COMMITTEE MATTERS

Foreman Large asked if Member Kaczmarzsky had more information regarding the composting program.

Deputy City Clerk Fitzgerald advised that the City of St. Augustine has their own garbage department. She said that they have the ability to bill monthly for the compost program and the City does not. If the City wanted to do this type of program it would have to be city-wide and be included in their taxes like the current trash and recycling is done.

Member Kaczmarsky asked if SEPAC could use its budget to buy home-use compost bins for the residents that are interested.

Deputy City Clerk Fitzgerald said that there are approximately 7,000 residents in the City and that 2,000 would be a good estimate of how many households could participate.

Discussion ensued regarding the compost bins; doing more research on the topic; asking for sponsors such as Lowe's to pay for the bins.

Chair Krempasky asked Deputy City Clerk Fitzgerald if it is against the Sunshine Law if someone informs her that Member Kaczmarsky is weeding the swale. Deputy City Clerk Fitzgerald advised it would not be a violation as long as there is no discussion between members regarding SEPAC agenda items.

Member Candler asked if SEPAC could hold an off-schedule meeting at the swale. Deputy City Clerk Fitzgerald advised that there would be no way to record the meeting and if SEPAC were a club, they could do whatever they wanted to. Member Candler said that maybe SEPAC should become a club. Deputy City Clerk Fitzgerald advised that if SEPAC were a club that the beautification line item in the budget would still be there under Public Works.

vii. ADJOURNMENT

Motion: to Adjourn. **Moved by** Member Thomson. **Seconded by** Member Kaczmarsky.

Chair Krempasky adjourned the meeting at 8:02 p.m.

Sandra Krempasky, Chair

ATTEST

Max Royle, City Manager



MINUTES

SUSTAINABILITY & ENVIRONMENTAL PLANNING ADVISORY COMMITTEE MEETING

WEDNESDAY, JULY 14, 2021, AT 6:00 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A South, St. Augustine Beach, FL 32080

I. CALL TO ORDER

Chair Krempasky called the meeting to order at 6:01 p.m.

II. PLEDGE OF ALLEGIANCE

The Committee recited the Pledge of Allegiance.

III. ROLL CALL

Present: Chair Sandra Krempasky, Vice Chair Lana Bandy, and Members Craig Thomson, Ann Palmquist, Lonnie Kaczmarzsky, and Karen Candler.

Member C. Michel Cloward was absent.

Also present: Deputy City Clerk Dariana Fitzgerald and Grounds Foreman Tom Large.

IV. APPROVAL OF MINUTES OF JUNE 9, 2021, REGULAR MEETING

Motion: to approve the minutes of June 9, 2021, with correction of typographical errors. **Moved by:** Member Thomson. **Seconded by:** Member Candler. Motion passes unanimously.

Chair Krempasky advised that there are speakers present for Public Comments. Chair Krempasky opened the Public Comments section. The following addresses the Committee:

Kevin Hoey, 1657 Makarios Drive, St. Augustine Beach, FL, said that he is here regarding the Ocean Hammock Park project update, and he asked if the public could get a copy of the Phase II plan.

Foreman Large advised that he had a copy of the plan with him. Deputy City Clerk Fitzgerald advised that it was supposed to be posted to the City's website today, but that Public Works Director Tredik had a few updates to add before it gets posted. Foreman Large provided Mr. Hoey with a copy of the plans. Deputy City Clerk Fitzgerald advised that there was a townhall meeting on June 24th.

Deputy City Clerk Fitzgerald advised that SEPAC has nothing to do with the project and that Agenda Item 1 is only an update report on Ocean Hammock Park. Chair Krempasky said that SEPAC is an advisory board and provides opinions only and that no decision making is done by SEPAC.

Chair Krempasky asked if the others present in the audience were there for the same reason as Mr. Hoey. The audience members answered yes. Deputy City Clerk Fitzgerald suggested to move on to Item I and allow the attendees to make their Public Comments afterwards.

Chair Krempasky moved on to Item 1 and asked Foreman Large for his report.

V. PRESENTATION OF REPORTS:

1. Update on Ocean Hammock Park

Foreman Large provided a handout for the Ocean Hammock Park plan and advised that the map is showing Phase II and Phase III (Exhibit A). He advised that he does not know the figures for Phase II. He said that Phase III would require plantings that could partially be funded from the Tree Fund. Foreman Large advised that Phase III could have some changes because of Gopher turtle habitat areas.

Deputy City Clerk Fitzgerald advised that, to her knowledge, Phase II was put off for nearly a decade because the City did not have the funding. She said that the City has managed to get partial funding through a grant but if the City does not meet the conditions of the purchase of the property, the City could potentially be forced to forfeit the land to the State, and they could develop it themselves or sell it to a developer. She said that there is not much the City can do other than to move forward.

Chair Krempasky asked if the presentation that Attorney Doug Burnett made at the Commission meeting on July 6th was true. She said that he referenced that the Comprehensive Plan was not being followed. Deputy City Clerk Fitzgerald advised there are certain aspects of the Comprehensive Plan that would apply to this project such as conservation, etc. She said that the Commission is trying to find additional parking along A1A Beach Boulevard, which some people may have confused with the development plans for Ocean Hammock Park. She said that the City does have plans to improve the current parking at Ocean Hammock Park which would better accommodate the disabled and to possibly add up to 20 additional spaces.

Chair Krempasky advised that the comments that she has heard regarding the additional 162 parking spaces were about A1A Beach Boulevard and that it did not seem to be popular. Deputy City Clerk Fitzgerald advised that Public Works Director Tredik located City land that could potentially be used for 162 parking spaces without the City having to purchase more land, and that there has been no decision made for the use of the land at this time. Member Candler asked if the land is the City's parkettes. Deputy City Clerk Fitzgerald advised that some of the spaces are on parkettes, and other areas would improve and/or expand existing parking. Chair Krempasky asked if the Comprehensive Planning and Zoning Board (CPZB) was going to be discussing parking. Deputy City Clerk Fitzgerald advised that the CPZB is going to discuss parking at its July 20, 2021, meeting.

Member Thomson asked if Gulfstream Design Group is a landscape architect firm. Foreman Large advised that he did not know. Member Thomson said that there are no details for the structures or walkways in the design and that there also should be some landscaping material. Foreman Large advised that landscaping would be done in Phase III and that more information would be available in the fall. Member Thomson asked when Phase III is scheduled. Foreman Large said that Phase III is scheduled for the fall. Deputy City Clerk Fitzgerald said that having these defined plans may help fend off the State by showing that the City is moving forward.

Vice Chair Bandy asked whose idea it was to do the Ocean Hammock Park project. Deputy City Clerk Fitzgerald advised it was part of the purchase agreement when the City purchased

the land. Member Thomson asked what the land use was identified as at that time. Deputy City Clerk Fitzgerald advised that it was supposed to be a park and conservation area.

Discussion ensued regarding the specific uses identified in the grant; could SEPAC have a copy of the grant emailed to the members; that it is overkill for a conservation area; to have minimal development that is useable to the public; 4-H may put wood duck nesting boxes in the park; some changes could still be made to the design; why make a more extensive network of walkovers and trails.

Member Thomson asked if the improvements are part of the grant. He said that he does not understand what is driving this because there is no program of how it is going to be used and it is disturbing the natural area extensively. Member Kaczmarzsky asked if an impact study was done. Deputy City Clerk Fitzgerald advised that SEPAC would need to discuss these questions with Director Tredik. Member Thomson asked if Director Tredik would come to a SEPAC meeting and make a presentation. Deputy City Clerk Fitzgerald advised that Director Tredik may not want to give an individual presentation to SEPAC and that he gave a presentation at the townhall meeting on June 24th, 2021.

Discussion ensued regarding the June 24th townhall meeting not being widely publicized; that the townhall meeting was mostly for the areas within close proximity to Ocean Hammock Park; that the park project has and will continue to be discussed by the Commission.

Vice Chair Bandy advised that she lives across the street from Ocean Hammock Park and that she did not recall being invited to the townhall meeting.

Member Thomson said that the Commission put the topic on SEPAC's agenda for review and to give comments. Deputy City Clerk Fitzgerald advised that the only reason the Ocean Hammock Park topic is on the agenda is because SEPAC asked for an update. Member Thomson asked that Director Tredik give a presentation to SEPAC showing the program of use, the cost, why is it going extensively into the natural area, etc. Deputy City Clerk Fitzgerald advised that she would try to obtain the PowerPoint presentation that Director Tredik already gave at the October 2020 Commission meeting.

Member Candler asked if the property across the street is part of Ocean Hammock Park. Deputy City Clerk Fitzgerald advised that they are separate. Member Kaczmarzsky asked if there are similar conditions attached to the other property. Deputy City Clerk Fitzgerald advised that Hammock Dunes Park is nothing like Ocean Hammock Park, and probably cannot be developed.

Discussion ensued regarding Hammock Dunes Park and the hearsay about bike trails; that Publix tried to purchase it from the City.

Chair Krempasky asked Deputy City Clerk Fitzgerald to forward Director Tredik's PowerPoint presentation to SEPAC if it is available and if the presentation is not available, that she would ask Director Tredik to attend the next meeting to answer questions.

Member Thomson said that he is interested in the specific requirements and how to protect the natural area and the sustainability of the area. Deputy City Clerk Fitzgerald advised that she would ask Director Tredik for any further information. Vice Chair Bandy advised that it seems drastic. She said that she had only heard about the restrooms up until now and that the City will lose a lot of natural area.

Deputy City Clerk Fitzgerald advised that this topic has been on the backburner for at least ten years, but that it would get cut from the budget each year. She said now that there is a grant, the City must move forward with the plan to create a useful park area or risk losing the property.

Linda Miles, 928 Ocean Palm Way, St. Augustine Beach, FL, said that she did not think that that statement could be made without knowing. She said that she has been to the different meetings and there have been differences as to what has been said, specifically regarding the swings and slides. She said that SEPAC did not seem very organized and that you are saying this has been planned for ten years and that no one knows what the grant requirement is. She said that the bathroom, playground, and picnic area have not been planned for ten years.

Deputy City Clerk Fitzgerald advised that the grant is completely different than the purchase agreement and that it requires certain things. She described the purchase agreement and advised the audience members that SEPAC is not involved in this project, and they would be better to take their concerns to the Commission.

Ms. Miles said that she did attend the Commission meeting and it seems like they are being told to talk to someone else, or that someone else is in charge. She said that no one wants the restrooms because they are unsafe and that the park has not been maintained as it is. She asked how the City would maintain additional amenities. Deputy City Clerk Fitzgerald advised that those are all issues that should be directed to the Commission and the Public Works Director because SEPAC has nothing to do with the project.

Member Kaczmarzsky asked if the grant requirements and the purchase agreement can put it on the website. Deputy City Clerk Fitzgerald advised that Director Tredik is developing an Ocean Hammock Park page for the website. Member Kaczmarzsky asked if the web page would be up in time to give feedback before the project begins. Deputy City Clerk Fitzgerald advised that she did not know the schedule for the project.

Chair Krempasky asked Ms. Miles if she spoke at the Commission meeting. Ms. Miles advised that she did speak to the Commission but mostly about the parking issue and security. Ms. Miles said that when this land was purchased it was presented as being a conservation area and now it is becoming a different thing.

Deputy City Clerk Fitzgerald advised that she did not know what was presented to the public when the land was purchased ten years ago. She said that she read the agreement several months ago, so it is not fresh in her mind. She said that there were several pages of itemized conditions that had to be met.

Member Thomson asked if City Manager Royle is in his office and if so, could he be asked to join the meeting.

The meeting was halted at 6:35:25 while Deputy City Clerk Fitzgerald left the room to see if City Manager Royle was available. The meeting resumed at 6:36:16.

City Manager Royle joined the meeting and asked how he could help.

Chair Krempasky said that since the Ocean Hammock Park purchase agreement was done ten years ago, the environmental concerns have changed and are much more strenuous now. She

asked if there is a way to indicate that a playscape is not a good use of this property environmentally.

City Manager Royle advised that when the City purchased the property, there were two grants provided to the City under the condition that there would be a Management Plan. Under that Management Plan there had to be certain amenities put on the site such as trails, signage, parking, etc. He said that as the aerials show, the idea is not to use the entire property for amenities but to preserve as much as possible for conservation and to concentrate the amenities around the current parking area. The idea is to have a walkway into the middle of the site so that people can observe the flora and fauna without going into the dunes and disturbing nature.

Member Kaczmarzsky said that the design seems excessive and that he wants to have input. He asked if there is an opportunity to change the space.

City Manager Royle advised that Director Tredik will discuss the topic on Wednesday, August 11, 2021, at the regular Commission meeting. He said that Director Tredik has been in touch with the engineering consultant/park planner to discuss moving the amenities away from the adjacent subdivisions, etc. He advised that having a Management Plan was a condition of the City receiving the grant money. He said that if the City does not have a Management Plan with certain amenities on that property, then the City risks losing the grant money. If the grant money is lost, then the future of the property would be decided by the State, and it could be sold to a developer.

Member Kaczmarzsky asked what the details are of the purchase agreement and the grants, and what is the possibility of having less amenities and still being able to keep the grant. City Manager Royle advised that Director Tredik sent him information and that there is now a link that people can go to for information about the Management Study, the conditions of the grant, etc. which was created by the City's Events Coordinator. Deputy City Clerk Fitzgerald advised that the link had been taken down.

Discussion ensued regarding whether the link is active or not; making sure it is up and running; sending SEPAC a link; that there is plenty of time between now and August 11th; concerns about the Commission making decisions without advice from SEPAC.

Chair Krempasky advised that citizens are saying that over the past ten years that the use for the area has changed. City Manager Royle advised that they can see what was originally planned for and that, yes, there have been changes, but that the City has made it less intense.

Mr. Hoey commented that the confusion at this meeting is the same confusion that the public has. He said that at the meeting he attended, people were not under the impression that there were going to be 162 parking spaces at Ocean Hammock Park. He said that he went to the website and that he could not find anything. He asked where the information will be on the website. Deputy City Clerk Fitzgerald advised that it is supposed to be on the front page of the City's website.

Mr. Hoey asked if there would be any public comments available before the August 11th Commission meeting. City Manager Royle advised that that is the next available time in front of the Commission, but that anyone can email comments to him at mroyle@cityofsab.org. Chair Krempasky advised that the best way to have your comments on the record is to speak

in person. Member Thomson asked if the Comprehensive Planning and Zoning Board (CPZB) would be reviewing Ocean Hammock Park. City Manager Royle advised the CPZB is only reviewing parking, not Ocean Hammock Park.

Discussion ensued regarding how the land is to be developed; concerns about how the development will be positive for the community and the environment; to email the concerns to Commissioners.

Member Palmquist advised that she was in Tallahassee ten years ago when the City received the grant. She suggested to the citizens to make a public records request to the State for the grant information. She also suggested that they contact their County and State representatives. She said that she remembers that there was an element for receiving the grant and for the environment to be included and developed in some manner as a benefit for the community.

Ms. Miles said that it is still unclear as to what the purchase requirements are, and she asked if it will be part of the information that is provided to the public. City Manager Royle said that the actual contract with the State was up on the City's website and that if it has been removed, he would find out what happened to it. Deputy City Clerk Fitzgerald said that an email could be sent to the City at records@cityofsab.org for a public records request of the Ocean Hammock Park information. Ms. Miles said that it is not fair to say what the State would do with the land. City Manager Royle advised that he was just speculating what the State could do with the land but that the City is under an obligation to have a Management Plan and that the City proposed certain amenities as part of the application of the grant.

Discussion ensued regarding the usefulness of a kayak rack; to have more environmentally friendly bicycle racks instead of more parking spaces; there is still confusion about the requirements of the grant; concerns that the additions to the park would not be maintained; concerns for security.

Chair Krempasky advised the residents to check the City's website in the morning for the Ocean Hammock Park information and to make the records request for the purchase agreements. She said that she appreciated the residents coming to speak about their concerns.

Vice Chair Bandy and Member Kaczmarzsky asked how much the grants were. City Manager Royle advised that the first grant was \$4.5 million and the second was \$1.5 million, and the City paid approximately \$1.5 million of its own money. Member Kaczmarzsky asked if that grant money included the Hammock Dunes Park on the west side of the Boulevard. City Manager Royle advised that it did not include Hammock Dunes Park. He said that the City and St. Johns County purchased Hammock Dunes Park jointly for \$2.5 million with each paying half the amount and that the County has given the City ownership with restrictions as to what it can be used for. Member Kaczmarzsky asked if the grants were used for the purchase of the land. City Manager Royle advised that the two State grants were used totally for the purchase of the land and that the current grant was from State Recreation Program money for development of the property.

Chair Krempasky asked if it is possible to now ask to alter the development of the land for conservation and environmental protection reasons that might not have been considered ten years ago. City Manager Royle advised that it is always a possibility and that the State may be

agreeable to a less intense plan. Chair Krempasky asked if the City would be willing to do that. City Manager Royle advised that any changes to the development plan would have to be approved by the Commission. Member Kaczmarsky said that less amenities would mean less maintenance.

Member Thomson said that Phase II identifies conservation areas, but Phase III does not. He asked for the background of Gulfstream Design Group and if they are landscape architects or environmental engineers. City Manager Royle said that he believes that Gulfstream Design Group is environmental engineers and that Director Tredik hired them. Member Thomson asked what their fees are. City Manager Royle advised that he did not know their fees.

Member Thomson advised that SEPAC has been very involved with the development of the parkette designs and he asked if there was a reason that Director Tredik or Gulfstream Design Group would not have made a presentation to SEPAC before going forward. City Manager Royle advised Member Thomson that he would have to ask Director Tredik. Chair Krempasky asked if SEPAC could get the PowerPoint presentation.

Member Thomson advised that there is not enough time for SEPAC to effectively review this project before the Commission sees it again. City Manager Royle advised that the Commission will review it again at the regular Commission meeting on August 11, 2021, and that SEPAC is welcome to attend the meeting. Member Thomson said that SEPAC does not meet again before that date, so unless it makes recommendations tonight, then the Commission will not have any response from SEPAC.

Discussion ensued regarding August 11th being the normal date for SEPAC to meet; that scheduling a new date for SEPAC's August meeting will be discussed during Other Committee Matters; whether the Commission is asking for SEPAC to review the Ocean Hammock Park plans.

Foreman Large advised that Director Tredik has said that SEPAC would be involved during Phase III. Member Thomson asked if the specific design is something that SEPAC can comment on. Foreman Large said that he was not sure.

Member Thomson asked City Manager Royle if there was a reason why Director Tredik was not able to attend the meeting to address SEPAC's questions. City Manager Royle advised that Director Tredik is extremely busy and that he is entitled to have time with his family and away from his job. He said that Director Tredik works weekends and nights, etc. Member Thomson said that previous Directors have attended SEPAC meetings. City Manager Royle advised that Director Howell attended SEPAC meetings for a while, but later stopped attending. He advised that specific items for Director Tredik could be delegated to Foreman Large to provide a response to SEPAC. Member Thomson said that Foreman Large does not always have that type of information and that is why he requested that the City Manager join this meeting because SEPAC is not getting the information.

Member Thomson asked if SEPAC was going to make a recommendation to the Commission regarding Ocean Hammock Park. Chair Krempasky advised that Member Thomson should view the PowerPoint to see if it answers some of his questions. Member Thomson said that SEPAC has to look at it from an environmental planning perspective and give the Commission a recommendation. Chair Krempasky advised that the Commission is not asking for a recommendation. Member Kaczmarsky said that SEPAC should advise the Commission that

they want to be included in the Ocean Hammock Park project. Chair Krempasky said that the only recommendation she is hearing from SEPAC is to ask for more time to review the project. Member Thomson said that it is obvious that certain things will still move forward, but that he would like to give an opinion as to the intensity of the use vs. conservation of the property and that the Commission may take it into consideration since SEPAC is an advisory committee. Chair Krempasky asked if Member Thomson would like to draft something for the Commission. Member Thomson said that he would like to have a motion and send a recommendation on the item because it is on the agenda for SEPAC to review. Chair Krempasky advised that it is only on the agenda for SEPAC to have an update report. Member Thomson said that he would like to comment on the two plans that the City Commission will be reviewing and approving at their next meeting. Chair Krempasky suggested to choose a date to reschedule the SEPAC August meeting so that there is time to work on it. She said that the only way it would be in the Commission packet is if SEPAC's meeting is a week before the August 11th Commission meeting. Member Kaczmarzsky said that the design should be scaled back.

Motion: In reviewing the two drawings that were presented, the Committee recommends that the Phase III drawings seem to be too intensive and do not preserve the natural habitat and that there are concerns regarding maintenance and upkeep in addition to sustainability of the park. The Committee recommends reducing the project to minimize the impact. **Moved by** Member Thomson, **Seconded by** Member Candler. Motion passes unanimously.

Discussion ensued regarding why SEPAC cannot comment on Phase II; whether Phase II has started yet; whether to include Phase II in the motion or make a second motion; are the restrooms safe; that the concrete trail will damage trees.

Motion: to amend the previous motion to include a reference to the restrooms in Phase II and would like additional information on the environmental impact of the restrooms and the four-foot-wide concrete nature trail. **Moved by** Member Candler, **Seconded by** Chair Krempasky. Motion passed 5-1. Member Palmquist opposing.

Chair Krempasky moved on to Item 2 and asked Foreman Large for his update report.

2. Update on Vulnerability Study from Public Works

Foreman Large advised that Director Tredik said that the Vulnerability Study would be on the website soon.

Chair Krempasky advised that she attended the June 17th workshop meeting thinking it would be part of the Vulnerability Study, but it was a presentation on recycling and the stormwater fee. She said that part of Waste Management's contract is to provide education to the public, and that she volunteered Member Cloward to follow up. Deputy City Clerk Fitzgerald advised that the City has been trying for years to get the company to follow through with the education part of the contract.

Chair Krempasky said that St. Johns County has a program called "Take-5" which tells you five items that can be recycled. She said that it is her understanding that the recycling program could be halted until Public Works is able to take over. Deputy City Clerk Fitzgerald advised that the City's current recycling contract is up in the spring of 2022. Chair Krempasky suggested trying an education program rather than the Commission deciding not to provide

the service at all because then the items would wind up into the trash. Deputy City Clerk Fitzgerald advised that a significant amount of items that go to the recycling center are still going to the trash. She said that the City of Deltona recently stopped their recycling program and their numbers showed that 55% of the items sent to the recycling center were not actually being recycled in the manner that people thought the items were being used for. She said that stopping the recycling program saved the City of Deltona \$716,000 a year and eliminated the 57,000 pounds a year of carbon dioxide that the hauling trucks generated.

Chair Krempasky said that she would like to see if Member Cloward and Finance Director Douylliez can approach Waste Management. Deputy City Clerk advised that the City has been trying to communicate with the company, but she is not sure how much they want to be involved or if they are just trying not to break the contract with the City. She advised that Finance Director Douylliez has prior experience working for a waste company and has insider knowledge.

Chair Krempasky said that the Commission seemed resistant to have the stormwater fee. She said that she spoke to the Commission as a resident and said that SEPAC has discussed the stormwater fee and a possible recommendation about it. She said that Director Tredik wanted to approach consultants about how to streamline it so that City staff does not have to do it and that it would be assessed in taxes. Deputy City Clerk Fitzgerald said that it is not a "one-size-fits-all" type of program and that Director Tredik pointed out that there are more than a hundred cities in Florida that have a stormwater fee. Chair Krempasky said that she would support the City doing a Request For Proposals (RFP) or a Request For Qualifications (RFQ) to see if there is anyone that has done this type of fee for other municipalities.

Member Palmquist asked what the stormwater fee program would involve. Chair Krempasky said that it would be to support the drainage projects in the City. Member Thomson said that it would be to prevent flooding and that SEPAC is proposing green infrastructure as opposed to pipes. Deputy City Clerk Fitzgerald advised that the money collected can only be used for stormwater related issues and that the benefit would be that the City's stormwater needs would be able to be met without having to compete with the rest of the City's budget needs. Member Palmquist asked if an analysis had been done of the other cities that are already doing the program. Chair Krempasky advised the Director Tredik has done the analysis of the other cities. Member Thomson said that Public Works should have the information. Deputy City Clerk Fitzgerald said that there is no hard data on specific projects yet, but that this fee is just to ensure that the City has the funds to address stormwater issues. Member Palmquist said that if other cities have done it, then they must have results that need to be reported. Deputy City Clerk Fitzgerald said that this fee is just to gather money for future projects, projects will be evaluated for effectiveness when needed. Chair Krempasky advised that the consultants have identified projects that need to be done and a presentation was given to the Commission. Member Palmquist asked if the information was available to SEPAC to comment as an advisory committee.

Discussion ensued regarding the results of projects from other cities; the purpose of the fee; getting Director Tredik's PowerPoint presentation; that the PowerPoint presentation lists areas of concerns and the estimated costs; what rates other cities are charging; that the details from the presentation are on the City's website in the agenda book; the City is only in the information phase currently.

Chair Krempasky moved on to Item 3.

3. Anastasia Island Environmental Stewardship Awards

Chair Krempasky advised that there is not a deadline for the awards and asked if the Item could be tabled to the August meeting. Member Palmquist advised that she was given a deadline for submittal and asked why there would be a delay. Member Thomson asked if there was a reason that Member Palmquist could not do it next month. Member Palmquist said yes, because SEPAC has the information now and that she has reviewed it.

Chair Krempasky asked for a vote to move the Anastasia Island Environmental Stewardship Awards to the August meeting. The SEPAC members voted 5-1 to move the Stewardship Awards to the August agenda. Member Palmquist opposed.

Chair Krempasky moved to Item 4.a and asked Foreman Large for his report.

4. Reforestation and Landscaping Projects

a. Resident Tree Program

Foreman Large advised that he has spoken with Communications and Events Coordinator Conlon, and she is reviewing what the City of St. Augustine and the City of Orlando are doing with their tree programs and to gather information for the City's program. He said that Coordinator Conlon is also checking to see who would maintain the website and how to get the information to Public Works. Chair Krempasky advised that Mr. Grant said that the number of requests has been overwhelming and that it is a popular program. Deputy City Clerk Fitzgerald said it would be interesting to get the other cities' data on how many successful applications they had.

Chair Krempasky moved on to Item 4.b and asked Foreman Large for his report.

b. Mickler Boulevard

Foreman Large asked if there was any further information from Lowe's. Vice Chair Bandy advised that Lowe's would be publicizing the winners on July 20th.

Chair Krempasky asked if Foreman Large was able to contact a company to plant the palm trees. Foreman Large advised that he contacted Leonardi's Nursery, Southern Horticulture, and Ham's Nursery. He said that Ham's Nursery and Southern Horticulture are very short staffed and that they could not put in a bid (Exhibit B). He said that Leonardi's provided a bid of \$1,399.98 and that they were the only company that has sufficient manpower to do the job at this time. He asked if SEPAC wants to move forward with the proposal from Leonardi's or wait for the Lowe's winner announcements and then SEPAC could decide if it wants to use the money for the Mickler Boulevard project instead. He said that Public Works would rather have the palm trees planted because it has been requested by SEPAC for years. Member Candler said that SEPAC needs to do more work on the Mickler Boulevard Project anyway. Foreman Large said that the area where the palm trees will be planted is staked out if anyone is interested to see it.

Discussion ensued regarding the existing palms that used to be in the area years ago; that the buildings in the area preceded the Avenue of Palms project.

Motion: to accept Leonardi's proposal to plant five sabal palm trees on B Street, west of A1A Beach Boulevard, for \$1,399.98. **Moved by:** Chair Krempasky. **Seconded by:** Member Palmquist. Motion passed unanimously.

Discussion ensued regarding why Mizell Road is part of the proposal; that Mizell Road is in the proposal because that is where Leonardi's Nursery will have to pick up the palms to take them to the planting area; whether there was supposed to be six palms or five.

Vice Chair Bandy asked if the Mickler Boulevard project would only move forward if the Lowe's grant is awarded. Chair Krempasky advised that the Mickler Boulevard project could be in the budget for next year. Member Candler asked if the pipes would be extended past 16th Street. Foreman Large said that he did not know. Deputy City Clerk Fitzgerald said she believed it was planned to be extended but may not have been in the budget. Member Thomson said he believed it was designed to be left opened.

Chair Krempasky moved on to Item 4.c.

c. Urban Forestry and Planning Projects

Member Thomson said that he would like to add a topic that was discussed last month to create a model green infrastructure plan to the parkettes. He advised that he spent a considerable amount of time emailing City Manager Royle trying to verify the use of a landscape architect to do a model plan. Typically, a Request For Proposals (RFP) would be done and he sent the information to City Manager Royle with a scope of work describing the use of one of the parkettes as a model along with a copy of a green garden. He would like to get it added to the agenda. He said that the City Manager was not sure if the parkette could be used or not. He said that he would like to work with a planner and that the fee would be under \$5,000 and that the money could possibly come from the Tree Fund (Exhibit C). Member Candler asked if the design would be for just one parkette. Member Thomson said that the "model" would be the concept that could be used for other parkettes as well. Member Kaczmarzsky said that Public Works could probably duplicate it on other parkettes without having to pay a designer again.

Discussion ensued regarding the slight differences between the parkettes; that some parkettes have utilities above or underneath them; that some of the parkettes may be converted to parking areas.

Member Kaczmarzsky advised that he asked that the Members be provided with a map of the parkettes (Exhibit D). He said that the stormwater drainage plan from Director Tredik can be overlayed on the map and that Public Works could advise which parkettes SEPAC should use (Exhibit E). He said that he also sent a map of the Urban Forestry Plan (Exhibit F) that could also be overlayed for other projects.

Chair Krempasky said that it is confusing that the Comprehensive Planning and Zoning Board (CPZB) is being asked to review and prioritize areas such as the parkettes for

additional and/or improved parking and that SEPAC is being asked to create green spaces. Member Kaczmarsky said that SEPAC is pushing against their approach and can provide an alternative to the Commission asking for a combination of the two. Chair Krempasky said that she did not feel that SEPAC was included with the information. Member Candler advised that SEPAC needs to attend more meetings. Member Thomson said that there is no reason that SEPAC could not attend the CPZB meeting about the parking. Member Kaczmarsky asked to send the CPZB a motion or recommendation now. Vice Chair Bandy said she does not understand why the City needs more parking.

Discussion ensued regarding parking issues; making a recommendation; that SEPAC is being asked to attend the CPZB meeting on July 20, 2021; for the Boards to work together to create a solution for the parking issue and to maintain green spaces.

Member Kaczmarsky asked which areas the CPZB is supposed to review. Chair Krempasky said that the CPZB was given a list of the recommended plazas and parkettes to be considered. Deputy City Clerk Fitzgerald advised that the list can be found on the City's website for the CPZB agenda book. Chair Krempasky advised that the residential areas would probably not be considered for parking.

Member Thomson said that what he would like to do with the SEPAC project is to recommend a site, and that he would propose the northeast plaza on D Street and 2nd Avenue. Member Kaczmarsky said that it is not near the areas of concern for stormwater, and he thought SEPAC should target an area that overlapped with Director Tredik. Member Thomson said that A Street already has enough parking, and that SEPAC was held up from doing anything in that area by a previous Commissioner. He said that SEPAC needs to designate at least one parkette to start on as a model. Member Kaczmarsky asked Foreman Large if it could be discussed with Director Tredik. Foreman Large said yes and he advised that a portion of the Tree Fund money would be used for Ocean Hammock Park.

Member Palmquist suggested that the parkette at 11th Street would be a good use for the model because it could not be used for parking because of the swale, the retention area, etc. Member Thomson asked for Director Tredik to comment on both areas for use as the model. Member Kaczmarsky said it is a good suggestion. Chair Krempasky agreed with the idea and said that she is concerned that there are two committees working on it in different aspects. Member Thomson said that he would like to work together with the CPZB.

Discussion ensued regarding the use of impervious pavers, like on 16th Street, and to consider green infrastructure on the rights-of-way.

Chair Krempasky asked Foreman Large to follow up with Director Tredik. She asked the Members if they wanted to make a recommendation as a Committee before the CPZB meeting on July 20th. Member Kaczmarsky said to have green infrastructure for the plazas and to possibly integrate parking on the larger parkettes with impervious pavers. Member Thomson agreed and said to consider using pavers for absorption and that the City should consider some green infrastructure. Member Kaczmarsky advised that there is grant money out there. Chair Krempasky advised that SEPAC

would need to get pricing for the project to get it into the budget for next year. Member Thomson said to use the Tree Fund because it is a dedicated source for the design.

Discussion ensued regarding the use of the Tree Funds; working in conjunction with Public Works each year to come up with an Urban Forestry Plan; that a consulting fee would be under \$5,000; getting an interpretation from the City Attorney; moving forward on the project; forwarding the emails or putting the information in the SEPAC agenda books for the next meeting; the purpose of the Tree Fund.

Deputy City Clerk Fitzgerald described how the Tree Fund works. She said that projects are initially funded from other sources, such as Public Works' budget, and then the "qualifying" projects would be reimbursed from the Tree Fund. Member Thomson said that Director Tredik would have to address SEPAC's recommendation for the green infrastructure plan for the designated parkette and for him to get it approved by the Commission. Chair Krempasky said that SEPAC needs to have the money in its budget next year. Deputy City Clerk Fitzgerald advised that there must be a plan in place to get the money in the budget. Member Thomson suggested to have the design one year and the implementation the next year. Deputy City Clerk Fitzgerald advised that Section 5.01.03.B.2 of the Code states that funds are used to plant trees or fund designs by a registered landscape architect and that the area must be able to accommodate the trees. Member Kaczmarsky asked if it would also have a dry retention basin design. Deputy City Clerk Fitzgerald said that that is where the pre-approval would come in. Member Kaczmarsky said that the basin would be positioned with the trees in mind and that a landscape architect would be able to help because a dry retention pond requires a drain and an engineering design. He asked if the Tree Fund would cover it.

Discussion ensued regarding the dry retention pond with a drain and that it has to be maintained and cleaned out; that the fiscal year begins October 1st; that the first budget proposal meeting is July 26, 2021; putting a recommendation in the budget to include these plans and construction costs; making a motion for the money to be in the budget; justifying the request for money; requesting the money in phases; that the budget is already tight; asking for \$10,000 in the SEPAC budget; getting the request for SEPAC funds to the Finance Director immediately; that Ocean Hammock Park is a City owned park.

Chair Krempasky advised that she would email Finance Director Douylliez tomorrow.

Member Kaczmarsky said that the Urban Forestry Plan identified sites throughout the City for tree planting and now there is information from Director Tredik depicting flood prone, problematic areas. He asked if SEPAC could ask for funding to plant trees in those areas to help with stormwater. Member Thomson said that he would like to propose a workshop meeting with Public Works to identify where they are planning to plant year-to-year. Member Kaczmarsky said that SEPAC needs to ask for money in the budget by tomorrow and that it should target the same areas that Director Tredik has. Member Thomson said that there is a dedicated fund that comes with being a Tree City. Member Kaczmarsky said that Director Tredik could add this as part of the Public Works budget. Member Thomson suggested that Member Kaczmarsky should

contact Director Tredik because he is preparing his budget now. Chair Krempasky advised that a workshop meeting with Director Tredik could be a possibility during the daytime. Deputy City Clerk Fitzgerald advised that Public Works' budget is already getting reduced and that a last-minute request from SEPAC would be highly unlikely to be included. She suggested to get a detailed plan together. Member Kaczmarsky said that he would put something together for later.

Chair Krempasky moved on to Item 5.a.

5. Educational Programs

a. Newsletter Topics

Vice Chair Bandy asked several questions; 1. when it is supposed to start; 2. did SEPAC approve her Newsletter article with a few deletions; 3. will it go in the August Newsletter; 4. are the graphics from Member Cloward going with the article or instead of.

Chair Krempasky asked if the "Survey" Newsletter article was posted. Deputy City Clerk Fitzgerald advised that she never received the finalized draft back.

Discussion ensued regarding the graphics from Member Cloward; to possibly postpone the Newsletter submission until next month; that the Newsletters are posted on the 1st of each month and to have copy turned in at least a few days before; that there are still a few weeks before the next Newsletter.

Vice Chair Bandy said that she would remove the quotation from her Newsletter article and forward it to Deputy City Clerk Fitzgerald. Deputy City Clerk Fitzgerald advised that she would forward the article and the graphics to Coordinator Conlon for the upcoming Newsletter. Vice Chair Bandy said that she would add the link for the survey. She said that this article would be for the August Newsletter and Member Kaczmarsky's article would be for September (Exhibit F).

Chair Krempasky noted the printout of Member Cloward's email to Deputy City Clerk Fitzgerald with comments on Member Kaczmarsky's article (Exhibit G).

Discussion ensued regarding Member Kaczmarsky's article having a link to read the entire article; the suggestion to section Member Kaczmarsky's article into several parts to make a series.

Vice Chair Bandy agreed and said that it would give SEPAC material for future articles if Member Kaczmarsky's article were made into a series.

Discussion ensued regarding different ways to separate the article; the editing of the article; the target audiences; using a link to the full article for interested readers; to include the Commission to receive copies of the articles; asking Chair Krempasky to write a letter.

Deputy City Clerk Fitzgerald advised that SEPAC Members can freely contact the Commissioners and could forward their articles to them. She advised that the Newsletters are aimed at residents. Chair Krempasky asked to make a note that

SEPAC is editing this article to be included in the September Newsletter. Vice Chair Bandy advised that she would do a final proof to correct any inconsistencies.

Chair Krempasky asked if the article was sent to the SEPAC electronically. Deputy City Clerk Fitzgerald advised that Member Kaczmarzsky's article was sent electronically.

Discussion ensued regarding sending the articles to each other; sending the articles to Deputy City Clerk Fitzgerald; not being able to move a Word document around.

Chair Krempasky moved on to Item 5.b

b. Climate Change Survey

Chair Krempasky said that last month Member Kaczmarzsky discussed joining "Monarch City USA" (Exhibit H). She advised that it is only \$50.00 for a lifetime membership plus the purchase of a sign. She said that it is a great idea, and that SEPAC has about \$400 left in this year's budget. She said that she could go to the Commission to ask if the City would want to become a member. Member Palmquist asked how many signs are required at the cost of \$150 each. Chair Krempasky advised that the purchase of one sign is required. Member Palmquist asked if the program is educational. Chair Krempasky advised that the program will ask the public to do certain things, and she suggested that this could be information for a future Newsletter article. Vice Chair Bandy suggested that the City could promote it by giving away Milkweed plants or a Monarch butterfly festival.

Discussion ensued regarding including Coordinator Conlon in the "Monarch City" program; putting a Milkweed garden to create a Monarch butterfly sanctuary at Ocean Hammock Park; to have plantings that could support biodiversity at the parkettes.

Member Palmquist advised that she is in favor of the butterflies, but not in favor of investing the money in something that SEPAC may not actively support. Chair Krempasky advised that she could actively support it. Member Palmquist said that she has expressed herself and that it is 8:30 and the meeting is not finished. Deputy City Clerk Fitzgerald suggested to test it out to see how the public responds before buying the membership. Member Palmquist agreed that testing it out first would be better and that after 2 ½ hours into this meeting, that it is not a pressing issue. Chair Krempasky advised that SEPAC would revisit the "Monarch City" topic in September.

6. Development of a Committee Strategic Plan

This topic was not discussed.

7. Environmental Policy & Planning Recommendations

a. Sea Level Rise and Adaptation Plans

This topic was not discussed.

b. Climate Change Initiatives

This topic was not discussed.

c. Right-of-Way Ordinance

Member Thomson referenced the St. Johns County Right-of-Way Ordinance. He suggested to ask Director Tredik to review the information and to respond. He said that the main conditions he would like to point out are to protect sightlines from the driveway, and to create a small swale in the driveway design. He has asked multiple times why it was dropped from the Building Department permitting, and they said that they do not do site plan reviews any longer. He said that Director Tredik has taken over the site plan reviews, and it is a simple engineering issue. He said that 50%-60% of the houses in the City have this driveway swale, and that the new houses do not which adds to the runoff significantly. He said that as a sustainability board, SEPAC should propose that the City adopt the minimum driveway standards that St. Johns County has. He asked for SEPAC to agree to it and for it to be sent to Director Tredik as a recommendation that it become part of the right-of way ordinance that he is preparing and that it will match the County's requirements.

Deputy City Clerk Fitzgerald advised that typically adjacent cities are taken into consideration when the City prepares an ordinance. She said that Director Tredik has already reviewed this same County ordinance. Member Thomson said that this is very specific to what the City is not doing. Deputy City Clerk Fitzgerald advised that Director Tredik and Building Official Law are working on the right-of-way ordinance but that it is not their highest priority. Chair Krempasky said that she would forward the ordinance to Director Tredik and Building Official Law to ask that they consider this in their right-of-way ordinance. Member Thomson asked to make sure that the diagram is included.

Member Candler asked if SEPAC could make suggestions to Homeowners' Associations and businesses. Deputy City Clerk Fitzgerald advised no, not as a City Board Member, only as an individual. Member Kaczmarsky said that sometimes new businesses would ask SEPAC for input on landscaping and plantings. Member Candler said that she is bothered by the palm tree trimming. Chair Krempasky advised that there is a guide for trimming palm trees.

Discussion ensued regarding how terrible some of the palm tree trimming looks; to write a letter explaining what they are doing to the trees; having more success writing a letter as a public citizen; to do a general information campaign in the Newsletter.

8. Sustainable Stormwater Management Research

This topic was not discussed.

VI. OTHER COMMITTEE MATTERS

Member Kaczmarsky advised that he started on the pollinator article and that he reached out to several local businesses for funding, such as Lowe's, Home Depot, Walmart, Target, etc. He said that the store managers would give gift cards to buy products in their stores. He said that the pollinator boxes would cost approximately \$8.00 each and could be put in the parkettes. Foreman Large asked if this is something that SEPAC is allowed to do as a Board or an individual. Deputy City Clerk Fitzgerald advised that SEPAC could authorize an individual Member to act on the

Boards behalf. Member Kaczmarzsky said that he also found information for a grant for the green infrastructure which he sent to Deputy City Clerk Fitzgerald, and that the deadline has been missed for this year but could be done next year.

Deputy City Clerk Fitzgerald said as a reminder, that the Comprehensive Planning and Zoning Board is asking SEPAC to attend their meeting on July 20, 2021, at 6:00 p.m. to discuss parking issues. She advised that the Commission has scheduled their August meeting for Wednesday, August 11, 2021, at 6:00 p.m., which is normally the day of the month that SEPAC would meet. She said that SEPAC needs to decide on another date in August to meet.

Vice Chair Bandy said that SEPAC would want to meet before the Commission meeting on August 11th. Member Palmquist asked if August 4th is available. Member Thomson asked if the other Members were available for a daytime meeting to possibly have better communication with City officials during working hours. Foreman Large advised that he would not be available during the daytime for meetings.

Discussion ensued regarding whether daytime meetings would work; which staff members would be available; who is representing the City for Planning meetings.

Deputy City Clerk Fitzgerald advised that SEPAC would have to arrange daytime meetings with those specific officials to ensure that they would be available. Member Thomson said that he has repeatedly asked for Director Tredik or City Manager Royle to attend the SEPAC meetings and to ask if Director Tredik would be able to attend a 3:30 p.m. meeting. He said that SEPAC is not achieving much without Director Tredik. Chair Krempasky advised that it could not be done before the next meeting.

Member Thomson advised that there is a lot of information that could be provided from City officials during the SEPAC meetings. He said that it this has to be better, and that he was going to protest tonight and leave early if they did not show up again. He said it is very frustrating to try to accomplish things through emails.

It was the consensus of the Members to schedule the SEPAC meeting for August 4th, 2021, at 6:00 p.m.

Chair Krempasky advised that she would contact Director Tredik.

VII. ADJOURNMENT

Motion: to Adjourn. **Moved by** Member Thomson. **Seconded by** Vice Chair Bandy.

Chair Krempasky adjourned the meeting at 8:44 p.m.

ATTEST

Sandra Krempasky, Chair

Max Royle, City Manager

COMMISSION REPORT

July 2021

TO: MAYOR/COMMISSIONERS

FROM: DANIEL P. CARSWELL, CHIEF OF POLICE

DEPARTMENT STATISTICS June 20, 2021-July 26

CALLS FOR SERVICE - 1378

OFFENSE REPORTS - 55

CITATIONS ISSUED - 79

LOCAL ORDINANCE CITATIONS - 75

DUI - 2

TRAFFIC WARNINGS - 154

TRESSPASS WARNINGS - 22

ANIMAL COMPLAINTS - 24

ARRESTS - 11

- **ANIMAL CONTROL:**

- St. Johns County Animal Control handled 24 complaints in St. Augustine Beach area.

MONTHLY ACTIVITIES –

June 30: COA Lawn Mowing

July 12: Blood Drive 33 units of Blood

MEMORANDUM

Date: July 26, 2021
To: Max Royle, City Manager
From: Bill Tredik, P.E., Public Works Director
Subject: July 2021 - Public Works Monthly Report

Funding Opportunities

Public Works is managing the following active grants:

- **Mizell Pond Weir and Stormwater Pump Station - Construction**
Districtwide Cost Share – St. Johns River Water Management District
Grant amount \$632,070; FEMA HMGP money as match
Status – Revenue agreement has been executed. Contractor agreement is executed. Construction has commenced and will be complete in July 2022.
- **Mizell Pond Weir and Stormwater Pump Station - Construction**
HMGP grant – FEMA/FDEM
Grant amount \$2.58 Million; SJRWMD Districtwide Cost Share as match
Status – Grant agreement executed by City. Awaiting fully executed agreement from FDEM. Construction has commenced and will be complete in July 2022.
- **Ocean Hammock Park Phase 2 - Construction**
Florida Recreation Development Assistance Program
Grant amount - \$106,500; \$35,500 match required
Status – The Grant Agreement has been executed. SJRWMD permit received
Bidding underway.
- **Ocean Hammock Park Phase 3 - Design & Permitting**
Coastal Partnership Initiative Grant – NOAA funded
Grant amount \$25,000; \$25,000 match required
Status – The Grant Agreement has been executed. Design 50% complete.
- **Ocean Walk Drainage Improvements**
Legislative Appropriation Request
Appropriation Request Amount - \$694,000
Status – Project approved. Grant agreement preparation underway

Additionally, Public Works has applied for the following grants:

- **Ocean Hammock Park Phase 3A – Construction**
Coastal Partnership Initiative Grant – NOAA funded
Grant amount \$60,000; \$60,000 match required
Status – Grant Applied for on 9/24/2020. Approved by FDEP. Contract execution after completion of design and permitting.
- **Hazard Mitigation Grant Program - Dorian**
HMGP grant - FEMA/FDEM
Projects Applied for: CRA1A Storm Surge Protection \$550,000
Status – Pending FDEM Review

Maintenance Activities

Rights-of-way and Parkettes – Public Works continues to provide essential maintenance services on rights-of-way and parkettes. Restrooms on 10th St. and A St. are open all day and are regularly cleaned and disinfected. Seasonal mowing requirements has increased.

Fleet – The Public Works Department continues to do minor fleet maintenance on our larger trucks, heavy equipment and regular work trucks, to reduce outside repair costs. Major repairs, however, are not done in-house due to the need for specialized equipment and expertise. The frequency and cost of major vehicle repairs has increased in the current fiscal year due to the aging of the Public Works fleet.

Lakeside Park – Statue bases have been repainted in lakeside park. The steel sculpture of a phoenix “sonorous” has been temporarily removed for reconditioning. It will be restored to its place in the park upon completion of reconditioning.

Drainage Improvements

Mizell Pond Outfall Improvements (HMGP Project No. 4283-88-R) [CONSTRUCTION] – The project includes repairing and improving the damaged weir, replacing stormwater pumps and improving the downstream conveyance. FEMA will reimburse of 75% of the total construction cost, with \$632,070 to be paid by the St. Johns River Water Management District (SJRWMD) FY2021 districtwide cost-share program. Items completed in July 2021 include:

- Pre-construction meeting / construction commencement
- Clearing and grubbing in downstream bulkhead area (Marsh Creek)
- Lowering of pond water levels to construct coffer dam at pump station

Construction anticipated to take one (1) year and will be complete in July 2022.

Ocean Walk Drainage Improvements [DESIGN] –

Public Works has installed a pump-out structure at Mickler Boulevard as well as a backflow prevention device to prevent water in the Mickler Boulevard drainage system from backing up into the Ocean Walk neighborhood. Preliminary design is underway by Matthews Design Group. Items completed in July 2021 include:

- Survey and data gathering

Staff is preparing documents for a revenue agreement for the final design and construction of the project, after which a revised scope of services will be negotiated with the consultant.

Oceanside Circle Drainage [DESIGN] – The project is in design. Roadway paving and drainage improvements to be constructed in FY 2022. Public Works will be installing an interim temporary pump out structure and will be ready to mobilize pumps to provide flood protection until the ultimate drainage design is complete.

11th Street Pipe Repair [DESIGN] – Design and permitting is underway. The project will be bid upon completion of design and permitting.

Parks and Recreation Improvements

Ocean Hammock Park Phase 2 [BIDDING] –Public Works has completed design and received a SJRWMD permit for Phase 2 improvements to Ocean Hammock Park. The Phase 2 improvements include handicap accessible restrooms (including a sanitary lift station and force main), an outside shower, water/bottle fountain, an additional handicap parking space in the parking lot, two (2) picnic areas near the parking lot, an informational kiosk, and a nature trail with interpretative signage. Construction is funded by park impact fees and a \$106,500 grant from the Florida Recreation Development Assistance Program (FRDAP). Project is in the bidding phase.

Ocean Hammock Park Phase 3 [DESIGN] – Design is approximately 50% complete. Phase 3 includes improvements to the interior of the park including, a picnic pavilion, observation deck, education center, additional trails with interpretative signage, bike and kayak storage, and an accessible connection to the parking lot and the beach walkway. Design is funded by a park impact fees and a \$25,000 grant from the Coastal Partnership Initiative. Design is anticipated to be complete in FY2021, followed by construction in FY 2022. Items completed in July 2021 include:

- 50% Plans
- Public Meeting
- Plan revisions from public feedback

A project update is to be presented at the August 11, 2021 City Commission meeting.

Lakeside Park Dock Repair [DESIGN] – A Request for Proposals to construct repairs to the Lakeside Park dock was advertised on Demandstar. The City received no responses to the bid and is investigating piggybacking of a St. Johns County contract to complete the work. Initial prices are higher than anticipated and the City is working with the contractor to adjust the scope of work. Construction is dependent upon successful negotiation of a scope and fee.

Streets / Rights of Way

Roadway Resurfacing [CONSTRUCTION] – Roadway resurfacing for FY21 is underway. Current repaved roads include:

- Tides End Drive
- Mickler Boulevard between Pope Road and 16th Street
- Mickler Boulevard from A Street to 11th Street

Paving of Mickler Boulevard between 11th Street and 16th Street has been delayed due to a failing sanitary sewer line, just south of 16th Street, which is causing roadway subsidence. This stretch of roadway will be resurfaced after the line is repaired and the roadway base is repaired by St. Johns County Utilities.

Street Lighting

FPL is currently designing the Phase 1 LED conversion (arterial and collector roadways). Construction is anticipated to commence in Fall 2021.

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: MONTHLY REPORT
DATE: 7/16/2021

Finance

The finances of the City are doing well for FY 21 and I believe that we are on trend to finish strong for this year.

Work continues on the budget and a preliminary document is being prepared for distribution and review by the commission at the July 26th budget hearing. This meeting will set the preliminary millage for the city in fiscal year 2022.

Information continues to be distributed regarding the American Rescue Plan Act and it is still anticipated that the first half of our money will be received by the end of July. I have attached a summary of a webinar that I attended regarding ARPA and the approved uses as well as reporting responsibilities.

Communications and Events

With no immediate events, Melinda is focused on making changes to our events/communications page so we can better communicate with the residents. She is also working on our year-end fireworks show and will be presenting further information during our next commission meeting.

Technology: The IT Staff has no updates.