

**BOARD AND DEPARTMENTAL REPORT FOR CITY COMMISSION MEETING  
OCTOBER 4, 2021**

**CODE ENFORCEMENT/BUILDING/ZONING**

Please see pages 1-14.

**COMPREHENSIVE PLANNING AND ZONING BOARD**

The minutes of the Board's August 17, 2021, meeting are attached as pages 15-21.

**SUSTAINABILITY AND ENVIRONMENTAL ADVISORY PLANNING COMMITTEE**

The minutes of the Committee's September 8 2021, will be attached with this report for the November 1<sup>st</sup> Commission meeting.

**POLICE DEPARTMENT**

Please see page 22.

**PUBLIC WORKS DEPARTMENT**

Please see pages 23-26.

**CITY MANAGER**

1. Complaints

A. Debris on 312 Bridge

A person bicycling over the bridge report large pieces of debris on the right-of-way. As the Florida Department of Transportation owns the bridge, this complaint was forwarded to the local DOT office.

B. Weeds in Bocce Courts

A resident said the courts needed to have weeds removed. As there's no organization in charge of the courts and as the City owns the property, this complaint was forwarded to the Public Works Director.

2. Major Projects

A. Road/Sidewalk Improvements

1) Opening 2nd Street West of 2<sup>nd</sup> Avenue

Consideration of opening this section of 2<sup>nd</sup> 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 City Commission will review the plans at its October 4<sup>th</sup> meeting. If the plans are approved, 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. In early August, one of the owners notified the City Manager that the first draft of the conservation easement agreement with the Trust had been prepared. As of this report, the City hasn't received the easement agreement. The award of the bid to construct the road will be on the agenda for the Commission's October 4<sup>th</sup> meeting. Second, the existing section of 2<sup>nd</sup> Street, which is between 2<sup>nd</sup> Avenue and A1A Beach Boulevard, will have new pavement and be slightly widened but no sidewalk. The cost of this project will be paid from general revenues, not by assessing the adjacent property owners.

## 2) Sidewalk and Drainage Improvements for 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, a underground drainage pipe will be constructed. The plans were completed in early September. On September 24<sup>th</sup>, Vice Mayor Samora and City staff met with County staff to review the plans. The County is going to investigate the dimensions of the sidewalk to diminish the sidewalk's impact to the properties on the north side. Construction is likely to commence in January 2022.

## 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 16<sup>th</sup> 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 2<sup>nd</sup> Avenue between 3<sup>rd</sup> and 7<sup>th</sup> Streets. Other residents have requested that No Parking signs be posted along the west side of 2<sup>nd</sup> Avenue between 3<sup>rd</sup> and 7<sup>th</sup> Streets.

At its May 24<sup>th</sup> 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 15<sup>th</sup> 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 20<sup>th</sup> 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. At its August 17<sup>th</sup> meeting, the Board recommended the following: a. for the Commission to continue to explore opportunities for increased and improved parking; b. for the City not to use any currently landscaped parkettes for parking; c. for the City to work with St. Johns County to develop parking along the north side of Pope Road; and for the City to prioritize for improvement the parkette on the west side of A1A Beach Boulevard between A Street and 1<sup>st</sup> Street. The Commission reviewed these recommendations at its September 13<sup>th</sup> meeting and decided that the first improvement project will be the parkettes on the west side of A1A Beach Boulevard between A and 1<sup>st</sup> streets. Money has been appropriated in the Fiscal Year 2022 budget for the project.

Concerning parking along Pope Road: At its August 11<sup>th</sup> meeting, the City Commission approved Mayor England sending a request to the County that it include the project in a five-year plan.

### 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. The Commission will be asked at its November 1, 2021, meeting to approve the bid to construct the restrooms.

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. Construction should begin in the spring of 2022.

At its August 11, 2021, meeting, the Public Works Director and a park consultant presented an update on the proposed improvements to the Park. The plans will be submitted to the St. Johns River Water Management District during the last week in September. Once permits have been approved, construction of the central trail and observation deck should start in early 2022.

#### 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 currently two. The first will be to allow the Comprehensive Planning and Zoning Board to approve most conditional use permits. The Commission reviewed an ordinance at its August 11<sup>th</sup> meeting and passed it on first reading. The Planning Board reviewed the ordinance at its August 17<sup>th</sup> meeting and recommended that the ordinance be approved. The ordinance had its first public hearing at the Commission's September 13<sup>th</sup> meeting when the Commission passed it on second reading. Its second public hearing and final reading is scheduled for the Commission's October 4<sup>th</sup> meeting.

The second 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 and held a public hearing on the ordinance at its August 11<sup>th</sup> meeting. The ordinance was then passed on second reading. A second public hearing was held at the Commission's September 13<sup>th</sup> meeting when the Commission passed the ordinance on final reading. This topic will no longer be included in this Report.

### 3. Finance and Budget

#### A. Fiscal Year 2021 Budget

FY 21 began on October 1, 2020 and will end on September 30, 2021. August 31, 2021, marked the end of the eleventh month of the Fiscal Year. The August monthly financial report shows that for the General Fund, the City had received \$7,337,499, which is \$1,497,739 more than it had received by the end of August 2020, and had spent \$5,953,444, which is only \$91,840 more than it had spent at the end of August 2020. The August 2021 year-to-date surplus of revenues over expenditures is \$1,384,055. A year earlier at the end of August 2020, there wasn't a surplus. 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 August 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 August 2020, the amount received from property taxes was \$3,161,168, or \$299,475 less than was received by August 31, 2021. Also, other significant sources of revenue by the end of August 2021 were communication services tax (\$525,340), electric utility tax (\$535,467), building permit fees (\$308,484), electric franchise fee (\$316,429) and solid waste service fee (\$471,073).

#### 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 October 4, 2021, meeting.

#### C. 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 26<sup>th</sup> 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. At the September 13<sup>th</sup> meeting, the Commission kept the property tax millage at 2.45, which is the same millage the Commission adopted for FY 21. The Commission held a second public hearing on September 27<sup>th</sup>, when it approved the millage and budget-adoption ordinances on final reading.

#### 4. Miscellaneous

##### A. Permits for Upcoming Events

During September, the City Manager approve the following permits: 1) the Delta Sigma Pi Beta Eta Chapter's beach cleanup on September 12, 2021; the Friends of A1A beach cleanup on September 18, 2021; 3) the Pups and Sups Dog Surfing Contest on October 2, 2021; and 4) the Anastasia 16 Church's Beach Workshop Service on May 1, 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 10<sup>th</sup> 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 5<sup>th</sup> 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 6<sup>th</sup> 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 8<sup>th</sup> 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 5<sup>th</sup> 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 3<sup>rd</sup> meeting, the Commission discussed whether the pay for the Commission needs to be adjusted and decided to leave the current pay unchanged.

Also, at the May 3<sup>rd</sup> 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 18<sup>th</sup> and a workshop to review options concerning the City's solid waste/recycling operations on May 24<sup>th</sup>. Both these meetings were held.

At its June 7<sup>th</sup> regular meeting, the Commission scheduled a workshop meeting on Thursday, June 17<sup>th</sup>, 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.

# 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
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
3719	1311 SMIUNG FISH LN	P2100688	SFR-D	5/27/2021		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
4104	2580 A1A S	P2101186	SFR-D	9/10/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES

Application Id Range: First to Last

Issue Date Range: 09/01/18 to 09/22/21

Expiration Date Range: First to 09/22/23

Applied For: Y Open: Y

Application Date Range: First to 09/22/21

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-M

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	P2000843	COMMERCIAL NEW	4/7/2020		BUILDING-COMMERCIAL NEW BUILDING--BREWERY 1ST FLOOR AND STORAGE 2ND FLOOR	COM
1842	300 A1A BEACH BLVD	P2001952	COM ADDITION	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: 09/01/18 to 09/22/21

Expiration Date Range: First to 09/22/23

Applied For: Y Open: Y

Application Date Range: First to 09/22/21

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 ADDITION to COMMERCIAL NEW

User Code Range: COM to COM

Denied: Y

Vold: 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 TREE INSPECTIONS

Application Id	Property Location	Building Code 1	Description of Work 1	Work Type	Issue Date	Description
2754	1144 OVERDALE RD	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	10/16/2020	RESIDENTIAL-TREE REMOVAL INSPECTION
2802	3900 A1A SOUTH	TREE	TREE REMOVAL INSPECTION	TREE REMOVAL	11/2/2020	RESIDENTIAL-TREE REMOVAL INSPECTION
2803	1200 MAKARIOS DR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	10/29/2020	RESIDENTIAL-TREE REMOVAL INSPECTION
2900	685 POPE RD	TREE	19 INCH OAK TREE AND 18 INCH MAGNOLIA	TREE REMOVAL	11/16/2020	19 INCH OAK TREE AND 18 IN MAGNOLIA
3167	115 14TH ST	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	1/15/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
3460	407 OCEAN DR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	5/19/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
3465	703 POPE RD	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	3/23/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
3481	24 DEANNA DR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	3/23/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
3775	117 BAY BRIDGE DR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	6/17/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
3786	1 SEA OAKS DR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	5/21/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
3827	45 OCEAN CT	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	6/15/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4016	208 10TH ST	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	6/30/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4097	413 OCEAN DR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	7/21/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4098	415 OCEAN DR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	7/21/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
4364	4 DEANNA DR	TREE	RESIDENTIAL--TREE REMOVAL INSPECTION	TREE REMOVAL	9/16/2021	RESIDENTIAL-TREE REMOVAL INSPECTION
<b>Totals</b>						

Application Id Range: First to Last

Issue Date Range: 10/01/20 to 09/22/21

Expiration Date Range: First to 09/22/23

Applied For: Y Open: Y

Application Date Range: First to 09/22/21

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

Activity Date Range: 10/01/20 to 09/22/21

Activity Type Range: T-TREE REMOVAL to T-TREE REMOVAL

Inspector Id Range: First to Last

'SENT LETTER': Y Open With No Date: N

## COSAB FY'21 ZONING REPORT

Application Id	Parcel Id	Property Location	Building Code	Activity Type	Date	Status
2394	1684200040	9 10TH ST	ZONING	Z-VARIANCE	9/15/2020	APPROVED
2577	1698900180	16 5TH ST	ZONING	Z-COND USE	10/13/2020	APPROVED
2577	1698900180	16 5TH ST	ZONING	Z-COND USE	11/9/2020	APPROVED
2625	1674000000	17 13TH ST	ZONING	Z-COND USE	10/13/2020	APPROVED
2625	1674000000	17 13TH ST	ZONING	Z-COND USE	11/9/2020	APPROVED
2626	1674000000	17 13TH ST	ZONING	Z-VARIANCE	10/13/2020	APPROVED
2627	1674000000	17 13TH ST	ZONING	Z-VARIANCE	10/13/2020	APPROVED
2735	1677800001	ALLEY BETWEEN 13TH ST & 14TH ST	ZONING	Z-VACATE ALLEY	12/15/2020	APPROVED
2735	1677800001	ALLEY BETWEEN 13TH ST & 14TH ST	ZONING	Z-VACATE ALLEY	1/4/2021	APPROVED
2753	1699000000	7 4TH ST	ZONING	Z-VARIANCE	11/17/2020	APPROVED
2762	1698800000	7 6TH ST	ZONING	Z-VARIANCE	10/19/2020	APPROVED
2847	1629610940	455 HIGH TIDE DR	ZONING	Z-VARIANCE	12/15/2020	APPROVED
2897	1676600000	400 A1A BEACH BLVD	ZONING	Z-COND USE	12/15/2020	APPROVED
2897	1676600000	400 A1A BEACH BLVD	ZONING	Z-COND USE	1/4/2021	APPROVED
2908	1629610950	459 HIGH TIDE DR	ZONING	Z-VARIANCE	12/15/2020	APPROVED
2981	1641730020	23 OCEAN PINES DR	ZONING	Z-TREE REMOVAL	12/15/2020	APPROVED
3001	1700400001	ALLEY BETWEEN B AND C STREETS	ZONING	Z-VACATE ALLEY	3/16/2021	APPROVED
3001	1700400001	ALLEY BETWEEN B AND C STREETS	ZONING	Z-VACATE ALLEY	4/5/2021	APPROVED
3044	1684000000	9 11TH ST	ZONING	Z-VARIANCE	1/19/2021	DENIED
3071	1693800100	105 3RD ST	ZONING	Z-COND USE	1/19/2021	APPROVED
3071	1693800100	105 3RD ST	ZONING	Z-COND USE	2/1/2021	APPROVED
3073	1693800100	105 3RD ST	ZONING	Z-VARIANCE	1/19/2021	DENIED
3175	1631510351	2 QUAIL CT	ZONING	Z-TREE REMOVAL	2/16/2021	APPROVED
3261	1687700000	12 6TH ST	ZONING	Z-COND USE	3/16/2021	APPROVED
3261	1687700000	12 6TH ST	ZONING	Z-COND USE	4/5/2021	APPROVED
3298	1693000090	104 3RD ST	ZONING	Z-COND USE	3/16/2021	APPROVED
3298	1693000090	104 3RD ST	ZONING	Z-COND USE	4/5/2021	APPROVED
3308	1709300000	103 E STREET AND 104 F STREET	ZONING	Z-COND USE	3/16/2021	APPROVED
3308	1709300000	103 E STREET AND 104 F STREET	ZONING	Z-COND USE	4/5/2021	APPROVED
3316	1700400001	ALLEY BETWEEN A AND B STREETS	ZONING	Z-VACATE ALLEY	3/16/2021	APPROVED
3316	1700400001	ALLEY BETWEEN A AND B STREETS	ZONING	Z-VACATE ALLEY	4/5/2021	APPROVED
3347	1628201030	109 KINGS QUARRY LN	ZONING	Z-VARIANCE	3/16/2021	DENIED
3458	1705200010	2-B F ST	ZONING	Z-VARIANCE	4/20/2021	DENIED
3912	1693500000	106 2ND ST	ZONING	Z-VARIANCE	7/20/2021	APPROVED
3965	1698900180	16 5TH ST	ZONING	Z-APPEAL	6/21/2021	CANCEL
4253	1630300010	301 A1A BEACH BLVD	ZONING	Z-VARIANCE	9/21/2021	APPROVED

Application Id Range: First to Last

Range of Building Codes: ZONING

to ZONING

Activity Date Range: 09/01/20 to 10/19/21 Activity Type Range: Z-APPEAL to Z-VARIANCE

Inspector Id Range: First to Last

Included Activity Types: Both

Sent Letter: Y

Range: First to Last  
Violation Date Range: 10/01/20 to 09/23/21  
Ordinance Id Range: First to Last

Use Type Range: First to Last  
User Code Range: First to Last

Open: Y  
Completed: N  
Void: N  
Pending: N

Customer Range: First to Last

Inc Violations With waived Fines: Yes

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

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 complaitant. 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: V2100055      Prop Loc: 494 PYRUS ST  
Viol Date: 09/10/21      Status: Open      Comp Name: Kevin Pessina - 491 pyrus st  
Comp Phone:      Comp Email: pessinak02@sbcglobal.net

Ordinance Id      Description

14-2      Sec. 14-2. - weeds, trash, and unsanitary matter.

Description: Kevin Pessina sent in a complaint via the RSS module on 8-31-21. He claims that 494 Pyrus is neglected and overgrown.

Code enforcement will investigate further.

Code Enforcement drove past the property on 9/21/21. It does appear to be overgrown, with many areas of grass over 12 inches. See attached photos.

Created	Modified	Note
09/22/21	09/22/21	Sent Certified Mail on 9/22/2021 (see attached)

Violation Id: V2100056      Prop Loc: 609 POINSETTIA ST  
Viol Date: 09/13/21      Status: Open      Comp Name: Katie Levens - 611 Ponsettia  
Comp Phone: (937)269-7224      Comp Email: klevens77@hotmail.com

Ordinance Id      Description

7.01.03      Sec. 7.01.03. - Fences and retaining walls.

Description: Katie Levens sent an email on 7/29/2021 to complain about her neighbor's fence extending into the front setback area. See attached.

Created	Modified	Note
09/13/21	09/22/21	Certified Letter Sent 9/22/21 see attached

Violation Id: V2100057	Prop Loc: 114 11TH ST	
Viol Date: 09/17/21	Status: Open	Comp Name: RICHARD GRAY - PUBLIC WORKS
Comp Phone:	Comp Email:	

Ordinance Id	Description
--------------	-------------

Description: Richard Gray of Public Works submitted a complaint (see attached) regarding a pile of tree trimming and debris at 114 11th St that is believed to be contractor generated. Richard Gray attempted to contact the owners by knocking on both doors (upper and lower) but there was no answer.

Glenn Brown the City Building Inspector also visited the property on 9/16/2021. He did not speak to the homeowners, but was able to make contact with the tenant who stated that the homeowner should be back in town by 9/17/21.

Code Enforcement sent a certified letter on 9/17/2021, see attached. This letter requested that the debris be removed by 9-24-21 at 12pm.

Created	Modified	Note
09/22/21	09/22/21	Code enforcement spoke to the homeowner who stated that he and his friend trimmed the trees and the debris was not contractor generated. He also provided me with the attached email and the paperwork for renting the machinery.

The tree portion of this case is closed.

Violation Id: V2100058	Prop Loc: 380 A1A BEACH BLVD	
Viol Date: 09/20/21	Status: Open	Comp Name: PUBLIC WORKS / FINANCE DEPT
Comp Phone:	Comp Email:	

Ordinance Id	Description
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10-3 PLACEMENT	GARBAGE & TRASH-PLACEMENT
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Description: Rita's cancelled their trash service through the City on 8/2/2021. Richard Gray of Public Works then noticed that there was a dumpster from Waste Management which is not enclosed.

Created	Modified	Note
09/20/21	09/20/21	Certified Mail and regular USPS mail Sent on 9/20/2021

violation Id: V2100059	Prop Loc: 213 A ST	
Viol Date: 09/22/21	Status: Open	Comp Name: Building Department
Comp Phone:	Comp Email:	

Ordinance Id	Description
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FBC 105.1	PERMITS 105.1 Required.
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Description: On 9-22-2021 the Building Official noticed that work was being done on a 2nd story deck. There are currently no permits on this property. Code enforcement visited the property and posted a stop work order at 10am on 9/22/21. I knocked on the door and was greeted by a tenant. She then called the homeowner on speakerphone, Shannan Kolbe (Phone 956-296-4165). Ms. Kolbe was unaware that a permit was needed and stated that she has hired a contractor to do the work : VNS Builders Inc, Scott Digregorio. I instructed her that they needed to obtain a permit and not remove the stop work order until then.

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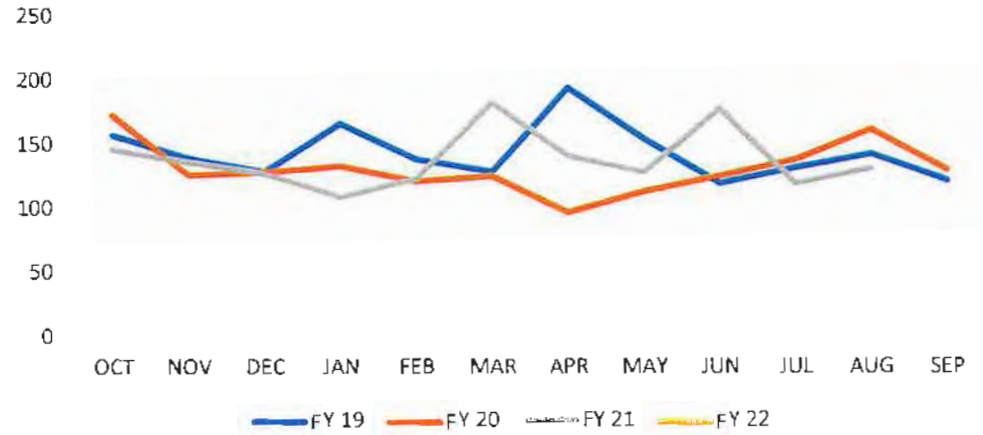
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# CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

## # 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	120	
AUG	143	163	132	
SEP	122	131		
<b>TOTAL</b>	<b>1729</b>	<b>1583</b>	<b>1532</b>	

## # 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	287	
AUG	275	225	347	
SEP	250	281		
<b>TOTAL</b>	<b>3817</b>	<b>3524</b>	<b>3319</b>	

## # OF INSPECTIONS PERFORMED

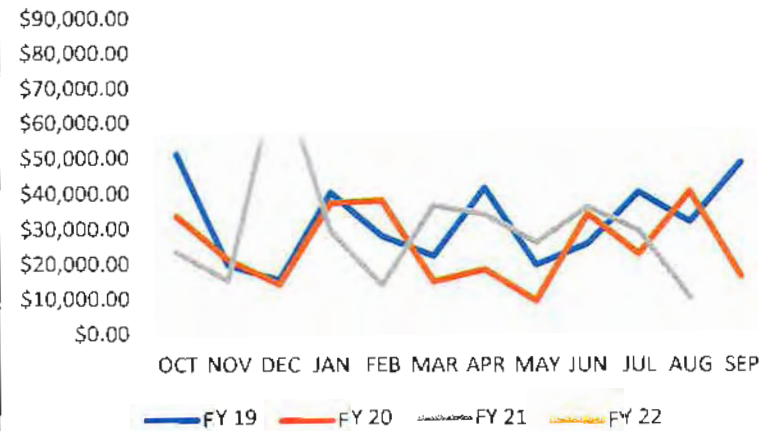


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

**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	\$30,368.01	
AUG	\$32,714.82	\$41,455.38	\$11,236.89	
SEP	\$49,543.66	\$17,169.56		
<b>TOTAL</b>	<b>\$392,880.82</b>	<b>\$309,768.58</b>	<b>\$339,247.58</b>	

**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	\$2,535.39	
AUG	\$2,663.49	\$3,430.11	\$1,870.49	
SEP	\$1,579.42	\$1,621.00		
<b>TOTAL</b>	<b>\$36,360.23</b>	<b>\$30,124.61</b>	<b>\$30,641.84</b>	

**MECHANICAL PERMIT FEE REPORT**





# 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	\$1,505.00	
AUG	\$1,460.00	\$1,910.00	\$2,375.00	
SEP	\$1,310.00	\$895.00		
<b>TOTAL</b>	<b>\$17,208.61</b>	<b>\$16,351.00</b>	<b>\$20,343.00</b>	

## 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	\$952.00	
AUG	\$1,550.00	\$1,356.00	\$1,500.00	
SEP	\$1,706.00	\$2,270.00		
<b>TOTAL</b>	<b>\$28,671.96</b>	<b>\$21,817.00</b>	<b>\$18,422.00</b>	

## PLUMBING 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	\$3,279,350.11	
AUG	\$3,393,250.74	\$5,175,949.96	\$1,182,881.00	
SEP	\$4,502,737.63	\$1,475,857.57		
<b>TOTAL</b>	<b>\$24,475,751.90</b>	<b>\$33,259,014.00</b>	<b>\$37,313,560.52</b>	

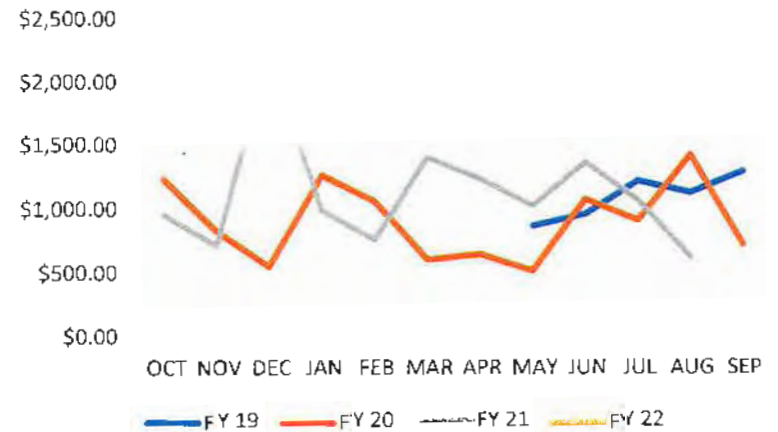
ALTERATION COST



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	\$1,085.45	
AUG	\$1,141.48	\$1,437.49	\$642.86	
SEP	\$1,303.66	\$740.55		
<b>TOTAL</b>	<b>\$5,529.34</b>	<b>\$11,046.74</b>	<b>\$12,529.37</b>	

STATE SURCHARGE PERMIT FEE REPORT



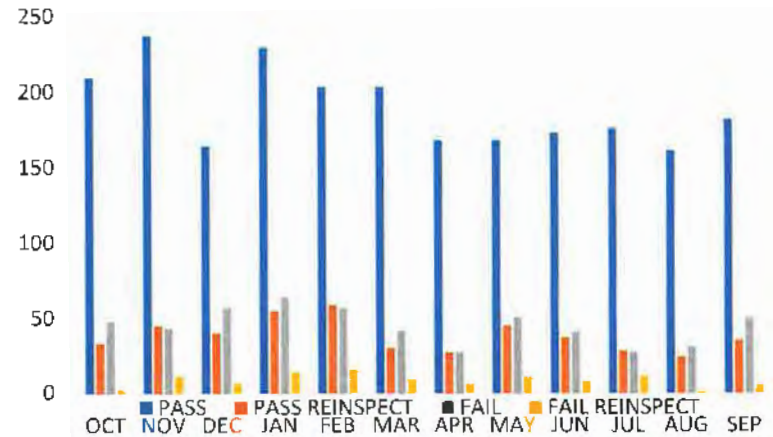
CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

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
<b>TOTAL</b>	<b>2285</b>	<b>470</b>	<b>550</b>	<b>113</b>

RESULTS DO NOT INCLUDE CANCELLED/PERFORMED INSPECTIONS

FY 20 INSPECTION RESULTS

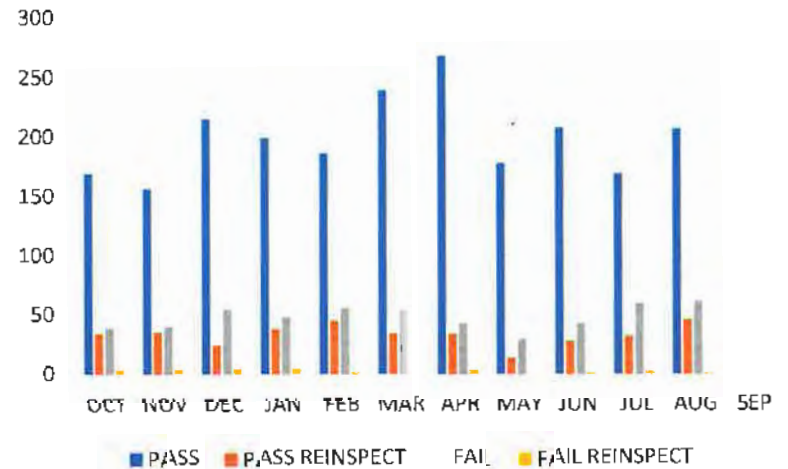


FY 21 INSPECTION RESULTS

	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	170	33	61	4
AUG	208	47	63	2
SEP				
<b>TOTAL</b>	<b>2206</b>	<b>375</b>	<b>541</b>	<b>42</b>

RESULTS DO NOT INCLUDE CANCELLED/PERFORMED INSPECTIONS

FY 21 INSPECTION RESULTS

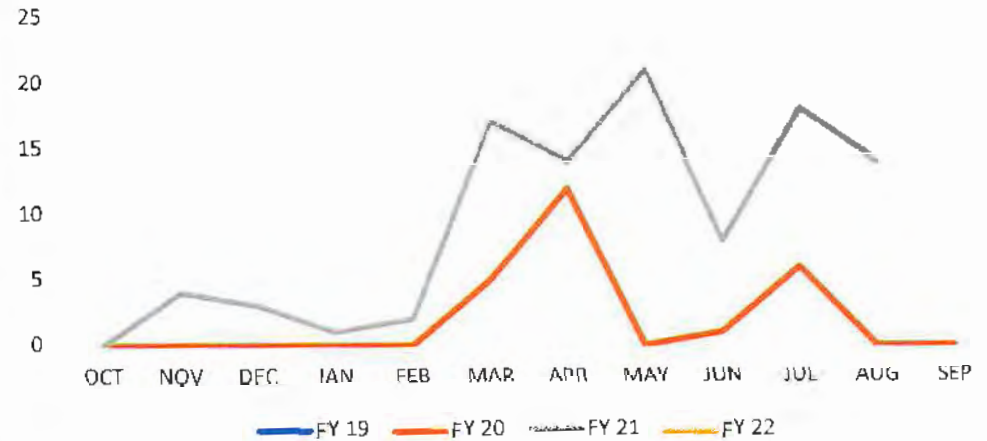


# CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

## # 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	18	
AUG		0	14	
SEP		0		
<b>TOTAL</b>	<b>0</b>	<b>24</b>	<b>102</b>	

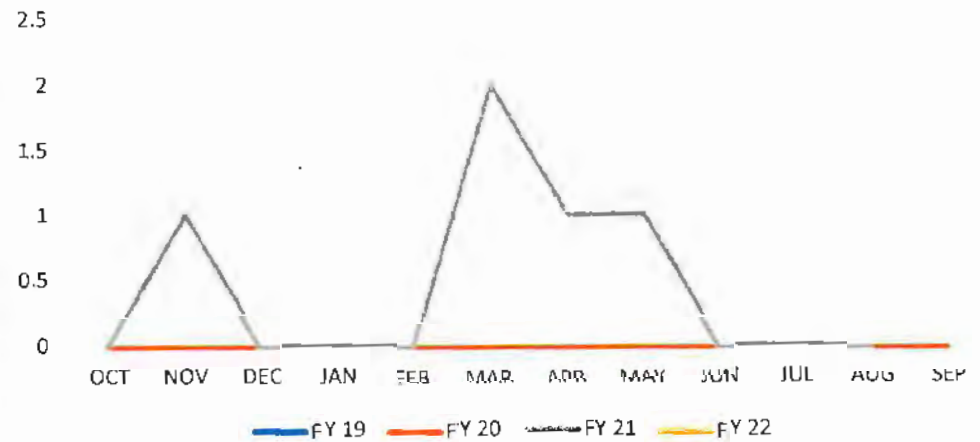
## # OF INSPECTIONS PERFORMED BY PRIVATE PROVIDER



## # 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	0	
AUG	0	0	0	
SEP	0	0		
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>5</b>	

## # OF PLAN REVIEWS PERFORMED BY PRIVATE PROVIDER

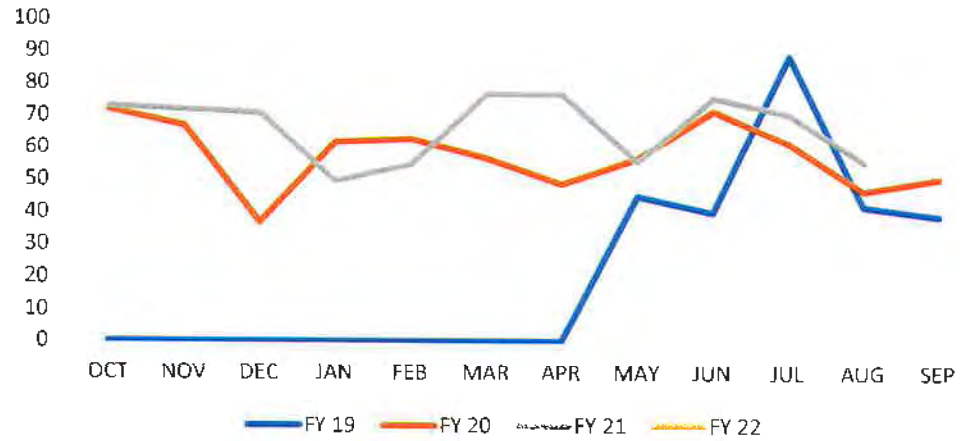


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

# 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	71	
AUG	42	47	56	
SEP	39	51		
<b>TOTAL</b>	<b>255</b>	<b>696</b>	<b>734</b>	

# OF PLAN REVIEW ACTIVITIES





**MINUTES**  
**PLANNING AND ZONING BOARD MEETING**  
**TUESDAY, AUGUST 17, 2021, 6:00 P.M.**  
**CITY OF ST. AUGUSTINE BEACH, 2200 A1A SOUTH, ST. AUGUSTINE BEACH, FLORIDA 32080**

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**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 Roberta Odom, Larry Einheuser, Dennis King, Hester Longstreet, Chris Pranis, Victor Sarris.

BOARD MEMBERS ABSENT: Alternate Scott Babbitt.

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

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

**Motion:** to approve the minutes of the July 20, 2021 meeting. **Moved** by Ms. Odom, **seconded** by Mr. Sarris, **passed 7-0** by unanimous voice-vote.

**V. PUBLIC COMMENT**

There was no public comment.

**VI. NEW BUSINESS**

- A.** Ordinance No. 21-10, passed on first reading by the City Commission at its regular monthly meeting held August 11, 2021, to amend the following sections of the City's Land Development Regulations (LDRs): Section 3.02.02, Table of Uses by Land Use District, to designate approval of certain conditional use permits by the City's Comprehensive Planning and Zoning Board and approval of all other conditional use permits by the City Commission; Section 6.01.02.D, to specify maximum impervious surface ratio coverage for mixed use land use districts; Section 7.02.01, to allow all home occupation uses within the City as allowed under Florida Statute 559.955 and amend the requirements and regulations for any home occupations not regulated under this statute; Sections 10.03.01, 10.03.03, and 10.03.04, to specify the City's Comprehensive Planning and Zoning Board's authority to review and grant or deny certain conditional use permits as specified in Section 3.02.02; Section 11.02.03, to amend the general functions, powers and duties of the Comprehensive Planning and Zoning Board to allow this Board to review and grant or approve all conditional use permits as designated in Section 3.02.02; Section 12.06.02, to

designate the appeal process for conditional use permits approved or denied by the Comprehensive Planning and Zoning Board by administrative hearing before the City Commission.

Mr. Law said Ordinance No. 21-10 is the culmination of several meetings, including the joint workshop meeting held earlier this year with the City Commission, Planning and Zoning Board, and SEPAC (Sustainability & Environmental Planning Advisory Committee). The intent of this ordinance is to thin out the agendas of the City Commission, which is the City's body of elected government officials, by giving the Planning and Zoning Board greater authority to approve or deny certain conditional use permit applications. This also gives applicants the ability to file appeals to decisions made by the Planning and Zoning Board to the City Commission, instead of having to file appeals to the local circuit court system, as is currently required to appeal decisions made by the Commission. The ordinance amends the Table of Uses by Land Use District in Section 3.02.02 of the LDRs to designate conditional use permits approved by the City Commission as type C-1 and those approved by the Planning and Zoning Board as type C-2. At last week's City Commission meeting, the Commission modified the ordinance as drafted for first reading to include approximately six more things they want to control. The ordinance also includes amendment to Section 7.02.01 of the LDRs, pertaining to regulations for conditional use permits for home occupations, as the newly adopted Florida Statute 559.955 signed by the Governor of Florida strikes away the rule of local jurisdictions over home occupations, as long as they comply with home occupation uses allowed under this statute. Home occupations still need to get a business tax receipt, but conditional use permits for home occupations with residential addresses will no longer be required.

Ms. Odom asked that her comments about the City Commission not be taken negatively, but in reviewing this ordinance, the Mayor said at the last Commission meeting that she had a "bad" feeling about giving this Board the sole authority to grant or deny the conditional use permits specified in the ordinance. This makes her feel the Commission is not taking the positions of the members of this Board seriously.

Mr. Law said everyone has heard him say at Commission meetings that this Board is ready and has the experience. He has no qualms with this Board making the decisions they will be charged with per the adoption of this ordinance.

Ms. Odom commended Mr. Law, as he has said almost exactly those same words at Commission meetings in support of this Board, and she appreciates that.

Mr. Law said the Commission still wants to regulate and control conditional use permits for privately-owned recreational facilities, hospitals, adult congregate living facilities (group homes), utility facilities, and single-family and multi-family residences and condominiums in commercial land use districts.

**Motion:** to recommend the City Commission approve passage on final reading of Ordinance No. 21-10 as modified. **Moved** by Ms. Odom, **seconded** by Mr. Sarris, **passed 7-0** by unanimous voice-vote.

- B. Continued from the Board's July 20, 2021 regular monthly meeting, 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. Law said this agenda item is the continuation of the discussion and review of priorities for a five-year plan for parking improvements. As the Board tabled this item at last month's meeting, the Board first has to vote to bring



it off the table and back up for discussion. The Board is under no obligation to provide anything if they think what the Commission is asking for, which is a priority project list, is not within their purview. A couple of Board members submitted memos that have been copied, along with the minutes of last month's meeting, at which the Board heard public comment on this item, as part of the agenda packet. Keep in mind, this is not for the development of Ocean Hammock Park, contrary to the public comment the Board heard last month. The proposed new amenities for Ocean Hammock Park will be handled by the Public Works Director and City Commission.

Ms. Odom said at the end of last week's Commission meeting, Mayor England said the City has been in discussion with St. Johns County about using part of Pope Road that is County-owned property for parking. Instead of eating up the City's greenspace, she suggested the City continue to work with the County on this parking plan.

Mr. Law said the County has been looking into putting parking on County-owned property on the north side of Pope Road for the past few years, but this is all in the infancy stages at this time. There was a movement from two of the Commissioners that the parking lot on the City plaza in front of Jack's Bar-B-Que, on the corner of A Street and A1A Beach Boulevard, needs some work, as this intersection is somewhat the focal point of the City. The Commission has allocated some money in the tentative next fiscal budget for the paving of this parking lot.

Mr. Pranis said he thinks this area needs visual continuity, as the east side of the Boulevard looks nice, but across the street, there are areas that are unkempt. There needs to be a balance of continuity on both sides.

Mr. Sarris asked if the Board's specific role in this is to discuss parking possibilities that may be presented to the Commission.

Mr. Law said the Board has been requested by Mayor England to provide input as to what the best locations would be for the City to essentially create and develop a long-range plan for additional parking. Improvements to the parking lot in front of Jack's Bar-B-Que and the County's proposal to create parking along the north side of Pope Road have been mentioned as possible priorities. The Commission has basically asked the Board to consider what, if anything, they think would be best for the City, in terms of creating and developing additional public parking.

Mr. Kincaid asked if the Board should make a motion to take this agenda item off the table if they want to continue to discuss this further for a resolution and motion for a recommendation to the Commission.

Mr. Taylor said yes.

**Motion:** to take this agenda item off the table and bring it back up for discussion for resolution of a motion for a recommendation to the City Commission. **Moved** by Ms. Odom, **seconded** by Mr. Sarris, **passed 7-0** by unanimous voice-vote.

Mr. Sarris said he does not necessarily consider this to be a problem for the City, but more a problem for the County, so he would certainly like to see what the County's position is on creating and developing additional parking before suggesting or offering any recommendations for any City-owned property to be utilized for parking. He thinks the Board saw, by the public comment heard at last month's meeting, that there is a general concern with any location that is chosen for parking, so it could be a tough decision to make. He needs to know more about where the County is coming from and what the County's angle is, along with what the County is willing to offer up in regard to parking, before he would be willing to recommend any new parking locations in the City.

Mr. Law said it appears what Mr. Sarris is saying is that he would like the Commission to meet with St. Johns County to come up with a parking plan first, before the City moves forward with any new plans for parking.

Mr. Sarris said yes, he would like to see what the County is offering up in the way of parking, if anything, as the parking problems are not something the City has created.

Mr. Kincaid asked if there are studies or anything that quantifies the parking problem, for example, something that tells them what the problem is, and what needs to be done to solve it. A general feeling that there is a lack of parking was not shared by the members of the public who spoke at last month's Board meeting, though he thinks it is a fact that there are some weekends when there is no available public parking in the City. However, if the citizens do not share the concern that there is a severe lack of parking, they are then trying to fix a problem that has not really been quantified, but only loosely identified, and he is not sure what the Board's role is in solving a loosely identified problem, other than recommendations. They were given eight recommended locations for additional parking, which they were asked to rank in order of priority, so a problem has sort of been identified. He is not sure he is comfortable moving forward with making a recommendation on those eight locations, or on a problem that hasn't been completely identified or quantified, when they don't have the support of the citizens.

Mr. Taylor said he does not think the Board has to craft a recommendation that only addresses the eight potential locations proposed for improved or additional parking, or the ranking of these eight potential locations, but he does think it would behoove the Board to make some sort of recommendation or statement to the Commission.

Mr. Pranis said his concern is that there is no paperwork, no studies, nothing to substantiate why this needs to be done. If the Boulevard is clogged up with more out-of-towners who want to come here to go to the beach, and park in these parking spaces, are these visitors bringing revenue to the City? The eight recommended locations would create 162 additional parking spots at an estimated cost of \$415,000, so this is something that needs to be looked at and considered. He asked how big the County-owned property on the north side of Pope Road is.

Mr. Law said he can't remember, but the parking planned along the north side of Pope Road is all parallel parking. As he said earlier, this is in the infancy stages, but the Board may choose to recommend the Commission continue the conversation with the County to develop parking on the north side of Pope Road.

Ms. Odom said this area along the north side of Pope Road borders Anastasia State Park, so the parking cannot go too deep off the County-owned right-of-way of Pope Road.

Mr. Pranis said he would rather see parking created off the Boulevard in a non-residential area that is kept nice and beautified and does not impact the residents of the City. Whether this becomes a public/private partnership with a long-term concession, or a lease agreement, are things that also need to be looked at and considered.

Mr. Kincaid said the Board could craft a loose recommendation to encourage the Commission to continue to look for opportunities for parking while avoiding greenspace, residential areas, and all the different caveats that have been identified, and send this forward without actually ranking the eight recommendations for additional parking.

*[Recording Secretary's Note: Mr. Einheuser departed from the meeting at 6:16 p.m. due to a previous engagement.]*

Mr. Pranis said there needs to be revenue to pay for the initial cost of putting in however many more parking spaces are added and to maintain this infrastructure. He does not know how the City Commission or residents feel about parking meters, or a pay-by-application license plate program, but this is 2021, and if more people will be coming to the community, clogging up the Boulevard and creating more traffic, is it the City's responsibility to fund and maintain additional parking? The parking lot at Pier Park is in poor shape, but if the County decided to collect revenue by charging for parking, it could be made into a nice facility. Since the County has not, to date,



decided to charge for parking at Pier Park, the parking lot is a little rough. However, going forward, this is something that needs to be discussed, if more parking spaces are to be put in and maintained.

Mr. Kincaid said pay-for-parking options could be included in the Board's motion to the Commission.

Ms. Longstreet said this Board and the Commission have already discussed and gone through the pay-for-parking issue. It was standing room only at Commission meetings with the majority of residents there against it.

Mr. Pranis said with the technology of today, you can have a phone application that can designate by license plate that you are a resident and therefore you do not have to pay to park.

Mr. Kincaid said he thinks at some point, it is going to be inevitable that people will have to pay to park. In the rest of the world, when you go to the beach or anywhere else, you pay to park. Right now, it is a gift to be able to come to St. Augustine Beach and not have to pay for parking. He is not sure he wants to recommend this be changed tomorrow, but he would recommend that this not be taken off the table and that the Commission continue to look at pay-for-parking options. However, while the Board can certainly consider how additional parking or its maintenance is funded, the Commissioners, as the elected officials, should be deciding this.

Mr. Sarris said he does not think the people who elected the Commissioners are going to be too excited about paying for something that they are not going to benefit from. It needs to be defined as to who will be paying for these improvements, the taxpayers residing within the City of St. Augustine Beach, St. Johns County, or both.

Mr. Kincaid said he thinks how additional parking and its maintenance are funded should be suggested, as there are all types of options, such as available grants, and all kinds of other funding that may be available, but he does not think this is within the Board's purview, as the Board does not even have access to the information that would tell them where all the money for additional parking and its maintenance could come from. For that reason, he does not know that the Board should even try to identify funding for these things.

Mr. King said he would like to see improvements made to parking areas that are not paved but are currently being used for parking, such as the one in front of Jack's Bar-Be-Que at A Street and A1A Beach Boulevard. As for adding new parking, he would like to know who will use it and benefit from it, as personally, he does not think they need to add any more congestion to already congested areas nor do they need to add parking for people who live out of the district. It is not worth the cost and upkeep and would be sort of a waste and a fool's errand, in his opinion.

Mr. Sarris said to try to quantify another 200 or so parking spaces, which are only a drop in the bucket, would be an endless moving target, as the City is never going to meet parking demands or needs, or ever really be able to define them. At the Board's last meeting, there were a lot of people opposed to plans for additional parking. He still questions whether this is something the Board should be spending its time on, because all they are going to do is listen to an endless number of residents saying why this should not be done. This is a slippery slope and he thinks the Board should spend its energy doing things a little more in line with what they need to be doing. Also, adding more parking does not really benefit the residents of St. Augustine Beach.

Mr. Pranis said it does not benefit the businesses of St. Augustine Beach either, as there are no studies saying creating more parking is going to generate more revenue for local businesses.

Ms. Odom said she thinks this was the voice of the residents at the last City Commission meeting, as their main concern was safety. Adding parking in all these different places will result in more visitors overflowing into residential areas where children may no longer be safe crossing the streets, and it may cause other public safety

issues. She thinks what the Board is trying to do right now is give the Commission their personal and professional suggestions, as residents of the City, and she does not think they need to go on and on with this.

Mr. Pranis said their positions as Board members is to protect the integrity of the City.

Mr. Kincaid said this is a planning board, and infrastructure is an important part of planning. The Board can decide to stop all infrastructure and not do any more improvements, because this way, nobody else will come here. However, he does not think they are going to slow down the tide of people coming to the beach, so at some point, there has to be a plan for improvements. He is not comfortable suggesting any one of the proposed parking projects gets done, today, tomorrow, or any time soon, as he does not think the problem has been quantified or enough study into different solutions has been done. However, to not take a position at all shows the Commission the Board is not interested in future planning and infrastructure. He thinks the Board should send a message back to the Commission that they have discussed this, and craft a motion with recommendations.

Mr. Pranis said two meetings ago he said that the City's Vision Plan needs to be updated, as that Vision Plan is going to parley into a topic like this.

Ms. Longstreet said when she was on the City's Beautification Advisory Committee, there were plans drawn up for improvements to the A Street and A1A Beach Boulevard parking lot and plaza in front of Jack's Bar-Be-Que. At that time, funding was not available for the project, so it was tabled, but the City should still have the plans for it.

Ms. Odom said she would like to see further discussion with the County about the proposed parallel parking along Pope Road, and improvements done to the parking lot and plaza in front of Jack's Bar-Be-Que.

Mr. Law said he would definitely recommend the plaza in front of the Best Western on the west side of the Boulevard and 8<sup>th</sup> Street, which is a gorgeous green space, be stricken from the list of potential parking locations.

Mr. Kincaid suggested taking all of the plazas that have already been improved, along with any other improved areas, off the list of potential locations for additional public parking. There are many plazas that are gravel and on corners of streets that he would not have a problem putting public parking on, but any plazas or areas that have already been improved should be taken off the list, including the plaza in front of the Best Western.

Mr. Taylor asked if the Board wants to include any recommendations to the Commission about pay-for-parking options.

Mr. Kincaid said he does not think the Board should get into how something is funded. Making recommendations to the Commission as to what should be done with space on City-owned plazas and lots relates to infrastructure, but he is uncomfortable when the Board starts telling the Commission how to figure out funding. He also does not want the Board to ever be in a position where the Board makes a recommendation to the Commission, and the Commission sends it back to ask how it is going to be paid for. As a citizen, he would support a pay-for-parking system for non-residents, to increase City revenue, but as a Board, he is not sure it is the Board's place to do so.

Mr. King said he does not think parking is that big of a problem, at least not for residents.

**Motion:** to recommend the City Commission continue to explore opportunities for increased and improved parking in a way that will not adversely affect, alter, or impact any improved or currently green-scaped plazas or residential areas; encourage the City's continued involvement and efforts with St. Johns County to develop parking opportunities on the north side of Pope Road; and prioritize improved public parking on the City plaza on the

northwest corner of A Street and A1A Beach Boulevard in front of Jack's Bar-Be-Que. **Moved** by Mr. Kincaid, **seconded** by Ms. Odom, **passed 6-0** by unanimous voice-vote.

**VII. OLD BUSINESS**

There was no old business.

**VIII. BOARD COMMENT**

Ms. Odom said at the last City Commission meeting, Public Works Director Bill Tredik did a fabulous job describing the inception and future plans for Ocean Hammock Park. He explained how it started as the Maratea project and evolved from there to what it is today, and what the City has to do to keep the grant it received to help fund future improvements to the park. He gave a lot of good information, so if the Board has a slow agenda in the future, maybe he could give that presentation at a future meeting, if the other Board members would like to see it.

Mr. Law said he could ask Mr. Tredik, and also ask him if he still has the Power-Point presentation on Ocean Hammock Park, which could be emailed to all the Board members at their City email accounts. It was a very thorough presentation, and Mr. Tredik and the people who helped put it together did a great job.

Ms. Odom said also, regarding garbage and trash fees, the City Commission made the decision that the City will take over picking up recycling materials. She asked when this will become effective.

Mr. Taylor said the City is currently under contract with an outside company that picks up recyclable materials. While the City has been told previously that it can probably get out of this contract if it wants to, that discussion has not actually occurred yet, so nobody has the hard-and-fast information as to how quickly the City could get out of its current recycling contract, and what it might cost to do so. The City is very well aware that there have been some recent issues with the current recycling company not picking up recycling on scheduled days.

Mr. Law said the City is exploring its options to break its contract under non-performance of services, or something equivalent to that, as the company the City is currently under contract with to pick up recycling is struggling with staffing issues. The City Commission recently increased garbage fees, which will cover the cost of the City's Public Works Department taking over the recycling program. He advised anyone who has further questions about this to call the City's Finance Director or Public Works Director for further information and updates.

Ms. Odom said the City does an excellent job, as residents get their garbage, recycling, lawn debris, household waste, and large appliances picked up, whereas County residents do not get all that. She thinks the recycling program should go under the City's Public Works Department's umbrella, because it will then be done properly.

**IX. ADJOURNMENT**

The meeting was adjourned at 6:43 p.m.

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Kevin Kincaid, Chairperson

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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.)

## **COMMISSION REPORT**

**September 2021**

**TO:** MAYOR/COMMISSIONERS

**FROM:** DANIEL P. CARSWELL, CHIEF OF POLICE

### **DEPARTMENT STATISTICS August 25<sup>th</sup>, 2021 – September 20<sup>th</sup>, 2021**

**CALLS FOR SERVICE - 1316**

**OFFENSE REPORTS - 41**

**CITATIONS ISSUED - 70**

**LOCAL ORDINANCE CITATIONS - 32**

**DUI - 0**

**TRAFFIC WARNINGS - 173**

**TRESSPASS WARNINGS - 12**

**ANIMAL COMPLAINTS - 22**

**ARRESTS - 5**

- **ANIMAL CONTROL:**
  - St. Johns County Animal Control handled 22 complaints in St. Augustine Beach area.

### **MONTHLY ACTIVITIES –**

**September 8<sup>th</sup>: Lawn Mowing**

**September 2<sup>nd</sup>: Blood Drive**

**September 14<sup>th</sup>: Blood Drive**

## MEMORANDUM

Date: October 4, 2021  
To: Max Royle, City Manager  
From: Bill Tredik, P.E., Public Works Director  
Subject: September 2021 - Public Works Monthly Report

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### **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 – Construction is underway 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 – Construction is underway 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 60% complete.
- **Ocean Walk Drainage Improvements**  
Legislative Appropriation Request  
Appropriation Request Amount - \$694,000  
Status – Project approved. Grant agreement with FDEP executed.
- **C.R. A1A / Salt Run Storm Surge Design and Permitting**  
HMGP grant - FEMA/FDEM  
Grant Amount \$52,500; Match Amount \$17,500  
Status – Phase 1 Design Approved

Additionally, Public Works has applied for the following grants:

- **Ocean Hammock Park Phase 3 – Construction**  
Coastal Partnership Initiative Grant – NOAA funded  
Grant amount \$60,000; \$60,000 match required  
Status – Approved by FDEP. Contract execution after completion of design and permitting.
- **City of St. Augustine Beach Adaptation/Resilience Plan**  
Resilient Florida Grant Program - FDEP  
Grant amount requested \$150,000; no match required  
Status – Proposal submitted to FDEP; awaiting FDEP RAI

### **Maintenance Activities**

**Rights-of-way and Parkettes** – Public Works continues to provide essential maintenance services on rights-of-way and parkettes. Restrooms on 10<sup>th</sup> St. and A St. are open all day and are regularly cleaned and disinfected.

**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.

**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. Dock will be re-decked in FY22.

### **Sanitation**

**Recycling** – Letter of commitment has been sent to the truck vendor. City staff is working on an education program to prepare for taking over service by January 1, 2022. Public works is interviewing to fill proposed positions in FY 22 budget. Matrix Message Board is deployed at City Hall to provide information on the recycling suspension. The City is working with the City of St. Augustine to secure a drop off dumpster for recycling during the suspension.

### **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 September 2021 include:

- Dewatering and construction of coffer dam for weir replacement
- Excavation and installation of forms for new weir foundation

Construction remains on schedule and is anticipated to be complete in July 2022.

### **Ocean Walk Drainage Improvements [PRELIMINARY 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 complete to date include:

- Survey and Data Collection
- Preliminary analysis

Completion of preliminary design is anticipated in October 2021. Staff submitted to FDEP documents for a revenue agreement for the final design and construction of the project. Design and permitting and commencement of construction are anticipated in FY 2022.

**Oceanside Circle Drainage [DESIGN/PERMITTING]** – A public meeting will be held in November 2021 after which submittal to SJRWMD will be made. Roadway paving and drainage improvements are scheduled to commence construction in the second quarter of FY 2022. Public Works has installed a temporary pump out structure and stands ready to mobilize pumps to provide flood protection until the ultimate drainage design is complete.

**11<sup>th</sup> Street Pipe Repair [DESIGN/PERMITTING]** – Design and permitting is underway. A preapplication meeting was held with SJRWMD. Some additional environmental fieldwork is underway to determine options regarding the small dry retention area and the ditch between 10<sup>th</sup> Street and 11<sup>th</sup> Street. An update on the design will be provided in November, followed by SJRWMD permit submittal. Construction is anticipated to commence in the 2<sup>nd</sup> quarter of FY 2022.

**Master Drainage Study Update (RFQ)** – Public Works is preparing a request for Qualifications for an engineering consultant for the Master Drainage Study Update. The RFQ will be advertised in the beginning of October 2021.

### **Parks and Recreation Improvements**

**Ocean Hammock Park Phase 2 [BIDDING]** –Public Works has 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/PERMITTING]** – Design is approximately 60% 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. Construction of portions of Phase 3 is anticipated in Early FY2022. Items completed to date include:

- Environmental Resource Permit application

**Lakeside Park Dock Repair [DESIGN]** – Public Works is currently planning to make necessary repairs utilizing City staff in the upcoming winter.

### **Streets / Rights of Way**

**2<sup>nd</sup> Street Improvements and Extension [DESIGN]** – Design is underway and a preapplication meeting has been held with SJRWMD. SJRWMD application is pending and a public meeting is planned for October 4, 2021 to present the proposed plans. Advertisement for bids will occur Fall 2021 with construction planned to commence in early 2022.

### **Street Lighting**

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