



AGENDA

REGULAR CITY COMMISSION MEETING MONDAY, JULY 11, 2022, AT 6:00 P.M.

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

NOTICE TO THE PUBLIC

THE CITY COMMISSION HAS ADOPTED THE FOLLOWING PROCEDURE: PERSONS WISHING TO SPEAK ABOUT TOPICS THAT ARE ON THE AGENDA MUST FILL OUT A SPEAKER CARD IN ADVANCE AND GIVE IT TO THE RECORDING SECRETARY. THE CARDS ARE AVAILABLE AT THE BACK OF THE MEETING ROOM. THIS PROCEDURE DOES NOT APPLY TO PERSONS WHO WANT TO SPEAK TO THE COMMISSION UNDER "PUBLIC COMMENTS."

RULES OF CIVILITY FOR PUBLIC PARTICIPATION

1. The goal of Commission meetings is to accomplish the public's business in an environment that encourages a fair discussion and exchange of ideas without fear of personal attacks.
2. Anger, rudeness, ridicule, impatience, and lack of respect for others is unacceptable behavior. Demonstrations to support or oppose a speaker or idea, such as clapping, cheering, booing, hissing, or the use of intimidating body language are not permitted.
3. When persons refuse to abide by reasonable rules of civility and decorum or ignore repeated requests by the Mayor to finish their remarks within the time limit adopted by the City Commission, and/or who make threats of physical violence shall be removed from the meeting room by law enforcement officers, either at the Mayor's request or by an affirmative vote of a majority of the sitting Commissioners.

"Politeness costs so little." – ABRAHAM LINCOLN

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **APPROVAL OF MINUTES OF THE REGULAR COMMISSION MEETING ON JUNE 6, 2022**
- V. **ADDITIONS OR DELETIONS OF THE AGENDA**
- VI. **CHANGES TO THE ORDER OF TOPICS ON THE AGENDA**
- VII. **PRESENTATIONS**
 - A. Presentation of Anastasia Island Environmental Stewardship Awards by Ms. Lana Bandy and Ms. Sandra Krempasky, Chair and Vice Chair Respectively, of the Sustainability and Environmental Planning Advisory Committee
- VIII. **PUBLIC COMMENTS**
- IX. **COMMISSIONER COMMENTS**

X. PUBLIC HEARINGS

1. Request for Conditional Use Permit to Construct Four Single-Family Residences in a Commercial Land Use District between 4th and 5th Streets West of A1A Beach Boulevard (Lots 7-10, Block 18, Chautauqua Beach Subdivision) (Presenter: Jennifer Thompson, Planner)
2. Ordinance 22-06, Final Reading, to Amend the Land Development Regulations to Change the Wording Regarding Bees and Insects (Presenter: Jennifer Thompson, Planner)
3. Ordinance 22-08, Second Reading, to Amend the Land Development Regulations to Increase the Number of Transient Rental Licenses from 100 to 123 (Presenter: Brian Law, Building Official)

XI. CONSENT

(Note: Consent items can be approved by one motion and vote unless a Commissioner wants to remove an item for discussion and a separate vote)

4. Budget Resolution 22-09, to Increase by \$162,000 the Appropriation from American Rescue Plan Act Funds for a Yard Trash Removal Vehicle for the Public Works Department
5. Budget Resolution 22-10, to Amend the Fiscal Year 2022 Budget to Transfer and Appropriate Money in the American Rescue Plan Act Fund Budget; and Budget Resolution 22-11, to Amend the Fiscal Year 2022 Budget to Transfer and Appropriate Money in the American Rescue Plan Act Fund Budget
6. Resolution 22-05, to Have Canvassing of Vote-by-Mail Ballots for the August 2022 Primary Election Done by the St. Johns County Supervisor of Elections

XII. OLD BUSINESS

7. Ocean Walk Subdivision Drainage Project and Parking Improvement Project on West Side of Boulevard between A and 1st Streets: Update Report on Progress (Presenter: Bill Tredik, Public Works Director)

XIII. NEW BUSINESS

8. Complete Streets: Review of Proposal to Develop Policy (Presenter: Max Royle, City Manager)
9. Resolution 22-06, To Amend the Personnel Manual re: Holiday Pay for Employees (Presenter: Bill Tredik, Public Works Director)
10. Regulation of Alternative Vehicles: Review of Recommendations for an Ordinance (Presenter: Dan Carswell, Chief of Police)
11. Florida League of Cities' Annual Conference, August 11-13, 2022: Selection of Voting Delegate (Presenter: Max Royle, City Manager)

XIV. STAFF COMMENTS

XV. ADJOURNMENT

NOTICES TO THE PUBLIC

1. **CITY HOLIDAY.** It will be Monday, July 4, 2022, Independence Day. CITY OFFICES CLOSED. There will be no household waste pickup on Monday. Residents scheduled for pickup on Monday will have service on Tuesday, July 5th, and residents scheduled for Tuesday will have service on Wednesday. There will be no pickup of yard trash on Wednesday, July 6th.

2. **SUSTAINABILITY AND ENVIRONMENTAL PLANNING ADVISORY COMMITTEE (SEPAC).** The Committee will hold its monthly meeting on Thursday, July 7, 2022, at 6:00 p.m. in the Commission meeting room at City Hall.
3. **COMPREHENSIVE PLANNING AND ZONING BOARD.** The Board will hold its monthly meeting on Tuesday, July 19, 2022, at 6:00 p.m. in the Commission meeting room. Topics on the agenda may include: a) request for conditional use permit to construct a residence in a commercial land use district at #14 6th Street; b) request to vacate an alley between 1st and 2nd Streets, west of 2nd Avenue; c) consideration of changes to the requirements to vacate a street or alley; d) review of a proposed major development for four single family residences at 225 Madrid Street in the Sevilla Gardens subdivision, east of State Road A1A; and e) continuation of review of Vision Plan.
4. **SPECIAL COMMISSION BUDGET MEETING.** It will be held on Monday, July 25, 2022, at 6:00 p.m. The purpose is to review the proposed Fiscal Year 2023 budget and to set the tentative property tax millage. The public is invited to attend.
5. **CITY COMMISSION.** The Commission will hold its next regular meeting on Monday, August 1, 2022, at 6:00 p.m. in the Commission meeting room.

NOTE:

The agenda material containing background information for this meeting is available on the City's website in pdf format or on a CD, for a \$5 fee, upon request at the City Manager's office.

NOTICES: In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of the proceedings, and for such purpose the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities act, persons needing a special accommodation to participate in this proceeding should contact the City Manager's Office not later than seven days prior to the proceeding at the address provided, or telephone 904-471-2122, or email sabadmin@cityofsab.org.



MINUTES

REGULAR CITY COMMISSION MEETING MONDAY, JUNE 6, 2022, AT 6:00 P.M.

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

I. CALL TO ORDER

Mayor Samora called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

The Commission recited the Pledge of Allegiance.

III. ROLL CALL

Present: Mayor Donald Samora, and Commissioners Margaret England, Undine C. George, and Beth Sweeny.

Vice Mayor Rumrell attended virtually via Zoom. Mayor Samora advised that, for the record, Vice Mayor Rumrell will be able to participate in voting.

Also present were City Manager Max Royle, City Attorney Jacob McCrea, Police Chief Daniel Carswell, Police Commander T.G. Harrell, City Clerk Dariana Fitzgerald, Finance Director Patty Douylliez, Building Official Brian Law, and Public Works Director Bill Tredik.

Motion: To excuse Vice Mayor Rumrell's absence and allow attendance by Zoom. **Moved by** Commissioner George. **Seconded by** Mayor Samora. Motion passed unanimously.

IV. APPROVAL OF MINUTES OF THE SPECIAL COMMISSION MEETING ON APRIL 19, 2022, AND THE REGULAR COMMISSION MEETING ON MAY 2, 2022

Motion: To approve the minutes of the special Commission meeting on April 19, 2022, and the regular Commission meeting on May 2, 2022. **Moved by** Commissioner England, **Seconded by** Commissioner George. Motion passed unanimously.

V. ADDITIONS OR DELETIONS OF THE AGENDA

City Manager Royle advised of one addition and noted the handout from the Public Works Director that was also emailed to the Commissioners. Mayor Samora advised that it would be added under New Business as Item #13.

VI. CHANGES TO THE ORDER OF TOPICS ON THE AGENDA

None.

VII. PRESENTATIONS

- A. Sons of the American Revolution Law Enforcement Commendation Award for 2022 to Police Corporal Bruce Cline

Mr. Paul Sapp, Public Service & Heroism Chairman, Sons of the American Revolution, described that the award is presented to those who have served with distinction and devotion in the field of law enforcement. Corporal Cline is awarded the medal in recognition for his leadership, professional skill, and excellence of character.

Chief Carswell recognized Corporal Cline's amazing police work, volunteer work, and for being a great representation of the police department.

Mayor Samora thanked Corporal Cline on behalf of the City for being an upstanding example.

B. Interview of Mr. Edward Edmonds for Appointment as a Regular Member to the Sustainability and Environmental Planning Advisory Committee

Mr. Edward Edmonds, 28 Lee Drive, St. Augustine Beach, FL, stated that he grew up in Africa and then attended Ohio State University with a degree in finance/marketing. He then obtained a law degree while in London where he worked for many years in the financial services industry and moved back to the US in 2019 settling in St. Augustine Beach, which is where his wife is from. He would like to ensure that St. Augustine Beach stays the pristine paradise that he fell in love with and that volunteering for SEPAC would be a way to represent his community.

Commissioner England asked Mr. Edmonds what his primary interest is in SEPAC. Mr. Edmonds said that it would probably be the beautification projects. He said that he attended a SEPAC meeting regarding Mickler Boulevard and that is how he found out about the opening. He said that he would be open to a wide array of things and that he has the skills from working as an attorney as well as the financial technology industry and could bring a fresh set of eyes to the Committee.

Commissioner England advised that the Commission has discussed improving some of the parkettes with native flowers, etc. and would appreciate his interest in these projects. Mr. Edmonds said that part of the project was to make St. Augustine Beach a Monarch butterfly city and he is very interested in that and keeping St. Augustine Beach beautiful. Commissioner England thanked him for applying.

Commissioner George thanked Mr. Edmonds for applying and commended his credentials.

Motion: To approve Mr. Edward Edmonds as a regular member to the Sustainability and Environmental Planning Advisory Committee. **Moved by** Commissioner George, **Seconded by** Commissioner England. Motion passed unanimously.

Mayor Samora welcomed Mr. Edmonds to SEPAC. Commissioner George asked Mr. Edmonds to get with the City Manager and the City Attorney regarding the Sunshine Law and said that the Commissioners are here to support SEPAC.

Mayor Samora moved on to Item VIII. He advised the public that they would have 3 minutes to speak on items that are not on the agenda, to state their name/address for the record, and to please fill out a speaker card.

VIII. PUBLIC COMMENTS

Michael English, 115 F Street, St. Augustine Beach, FL, spoke at the last Commission meeting regarding the 100 medium-density vacation rentals; the possibility of getting a permit is very unlikely; it should be studied and evaluated again and increased up to 200 in medium-density; there is a black market going on and old permits are transferring to other properties; it deserves more consideration, should be on a future agenda, with a study done for recommendation to the Commission; provided a handout [Exhibit A].

Mayor Samora asked for any further Public Comments. Being none, he moved on to Item IX.

IX. COMMISSIONER COMMENTS

Vice Mayor Rumrell advised that the City was funded again from Tallahassee for flooding projects, and he thanked Mr. Kevin Sweeny and Commissioner Sweeny for fighting hard for the City along with the North Florida Delegation. He received an update from Greg Coldwell regarding the crosswalk lights, the LED lights have been ordered, and the design is underway for the raised crosswalk at the Pier. The lights should be up at 11th & 16th Street within 45-60 days with the raised crosswalk close to that schedule.

Mayor Samora advised that there is an opening on the Tourist Development Council (TDC) because a current member has termed out, which will be done at their next meeting.

Mayor Samora asked for any other Commissioner comments. Being none, he moved on to Item X.1 and asked Finance Director Douylliez for her presentation.

X. PUBLIC HEARINGS

1. Non-Ad Valorem Assessment for Condominium Owners to Pay Fee for Collection and Disposal of Solid Waste and Resolution 22-03, to Authorize Execution of Agreement with County Tax Collector for the Collection of the Fee (Presenter: Patricia Douylliez, Finance Director)

Finance Director Douylliez advised that from past discussions, this is simply a billing methodology change for condo/townhome owners. A notice was mailed out the first week in May and it was advertised in the newspaper. She said that it will allow payments to be made via annual non-ad valorem tax versus mailing monthly invoices to each homeowner or association. She said that she has received a lot of comments from the Homeowners' Associations (HOAs), and they have indicated that it will be easier for them. The fee remains the same as regular residential for trash/recycling services. She advised that the agreement with the Tax Collector will not change because it is not establishing a separate billing non-ad valorem cycle, it will roll into the regular residential. She requested to approve the resolution to make that change.

Mayor Samora asked if the net effect would be zero. Finance Director Douylliez said yes.

Mayor Samora said he spoke to some people who said they were billed through their HOA. Finance Director Douylliez advised that there were some small condos complexes that were billed individually.

Commissioner George asked if the condo/townhome owners were being billed the same amount. Finance Director Douylliez advised yes. Commissioner George said now the City is paying the County a 2% fee. Finance Director Douylliez yes. Commissioner George said that in reality there is a net impact of 2% or is it offset by staff time. Finance Director Douylliez said that it is offset by staff time. Commissioner George asked what the total amount is. Finance Director Douylliez advised that there were roughly 220 notifications mailed out, X \$315 and 2% of that. She said that it includes staff time, paper products, postage, etc., so there is an offset. Commissioner George said approximately \$60,000 total, or \$1,200 which is a significant offset from staff time, cost, and expenses.

Commissioner England said that one of the things the City did when it revised the solid waste collection was to "right-size" the customers and she asked if the condo buildings are collected from one place or multiple places. Finance Director Douylliez advised multiple places. She said Makarios is labeled as a townhome community therefore the City picks up from each individual home, and they were not charged any more or less. Commissioner England said that the ordinance said that if there were more than six units, then they were encouraged to have a private pickup, and now you say that the City goes individually. Finance Director Douylliez said that the City always had and continued that service to the few that were unable to obtain the private services.

She said that she spoke with the haulers, and they were unwilling to come into the City and pickup from residential homes because it is not cost effective for them and certain condos do not have room for and/or want an un-aesthetically pleasing dumpster, so the City made the allowance for them to keep City services. Commissioner England said that the purpose to revise the ordinance and right-size the customer was to reduce the City and resident's cost. She asked when the City's cost for picking up solid waste would be recalculated. Finance Director Douylliez advised that she could begin looking, figure out what the tonnage is, and do an analysis for budget season in August.

Mayor Samora asked if there would there be another opportunity to set the non-ad valorem this year after the cost recalculation. Finance Director Douylliez advised that the City set the pricing as a range, and it can be changed as late as August and then certify the tax roll in September. Mayor Samora said that it is important to get the information prior to that to be able to make any adjustments needed. He asked if the City was at the top of the range. Finance Director Douylliez advised that it is not at the top of the range, it is at \$315 with \$330 being the maximum.

Commissioner Sweeny asked if the collections pay for the cost or is it subsidizing the pickup. Finance Director Douylliez said that as of last August when it went to \$315, the full cost was being passed on to the residents. She said that an analysis has not been done yet for this year and with rising fuel cost, the economy, etc., it may not benefit to reduce it any.

Mayor Samora asked for any Public Comments. Being none, he asked for a motion.

Motion: To approve Resolution 22-03. **Moved by** Commissioner George, **Seconded by** Mayor Samora. Motion passed unanimously.

Mayor Samora moved on to Item X.2 and asked Director Tredik for his presentation.

2. Ordinance 22-05, Second Reading, to Amend the Land Development Regulations Concerning Erosion Resistant Materials and the Surfacing of Parking Areas (Presenter: Bill Tredik, Public Works Director)

Public Works Director Tredik provided background information and advised that the City is a Phase II Municipal Separate Storm Sewer System (MS4), which operates under a National Pollutant Discharge and Elimination System (NPDES) that was created in 1972 with the Clean Water Act. He said that part of the City's permit as an MS4, is that there must be a minimum of 6 control measures, which he read from Page 1 of the material provided in the Agenda Books. He advised that #3, illicit discharge, is any discharge to an MS4 that is not composed entirely of stormwater except for what is allowable in the code. He read that part from the City's Land Development Code (LDC) and advised that illicit discharge is something that must be detected and to try to remove it from the receiving water bodies. He read the examples of illicit discharge from Page 1 of the provided Agenda Book material. He said that some locations have shell/unpaved parking lots that are washing into the roadways as well as eroded soils which clog the sewers. He advised that the City contracted recently with the City of St. Augustine to sweep the Boulevard and that it is currently sweeping up 2-3 cubic yards of sand/soil per month. The City's LDCs currently list erosion resistant materials, such as compacted shell/coquina and lime rock which are actually vulnerable to erosion and can potentially cause pollution downstream. He advised that the first reading recommended to the Comprehensive Planning and Zoning Board (CPZB) to change some of the erosion resistant items from the list, which he read from the LDC. He is recommending five erosion resistant materials, which he read from Page 2 of the provided Agenda Book information. He said this was originally conceived to try to stop the sedimentation buildup on A1A Beach Boulevard, but the CPZB asked to remove the reference to the Boulevard and use a standard across the City. He showed a PowerPoint presentation from Section 6.03.07, Surfacing of Parking Areas, and he read Section 6.03.07.B regarding off-street parking areas. He

advised that if the ordinance is approved, that he would reach out to those properties that have parking areas made from shell/limestone, would work with them to find a way to reduce or eliminate runoff, and would not immediately require paving. He said that each site would be a little different, such as some might need a sediment trap. He advised that the next section would need further discussion because he set it at 10% and it might need to be adjusted higher because the goal is to bring all buildings into compliance. It is important to have something in place to trigger bringing it up to code and if not, they still have to meet Section 6.03.07.B to have erosion measures in place. He said one other change recommended is to Section 6.03.07.G in that the City would notice those nonconforming structures within thirty calendar days subject to paragraphs B and C and that if there happens to be one that is not caught in the first survey, it does not alleviate them of the obligation to meet the code.

Vice Mayor Rumrell asked if someone is not in compliance would it become a Code Enforcement issue. Director Tredik said yes that it probably would become a Code Enforcement issue and that he would inform them of the noncompliant system. Vice Mayor Rumrell suggested for that to be added to the ordinance.

Mayor Samora asked what the Code Enforcement mechanism is for enforcement. Building Official Law said that if an owner refuses compliance after many attempts by the Public Works Department that he would give possibly six months to one year for implementation. Code Enforcement would only be sent out after certified, hand delivered, and postal service letters and then it would become a Code Enforcement case and would be given thirty days for compliance. He said that material shortages/supply issues would be taken into consideration and would be enforced by the Code Enforcement Officer.

Mayor Samora asked what the teeth behind Code Enforcement are. Building Official Law advised that the Code Enforcement Board has the ability to levy a fine not to exceed \$250 a day and relies heavily on the City Attorney to help them through it. We have had several properties fined over the years for other reasons, most have come to a reasonable solution, and have come into compliance. He said that the Board's only mechanism is to levy a fine and then they can discuss a reduction of the fine upon completion of the project. City Attorney McCrea said usually it would be negotiated down when they come into compliance and if worse comes to worse the Board could issue a lien against the property and attach all the fines up to that point.

Mayor Samora asked if the enforcement side should be specifically referenced in this ordinance somewhere. City Attorney McCrea said that he feels like it should be. Commissioner George said that she believes that it is already built into the Code but there is no harm in adding the extra language. City Attorney McCrea concurred with Commissioner George. Director Tredik agreed and said that his goal is not to fine people.

Commissioner Sweeny asked how many properties are currently out of compliance. Director Tredik said that he did not have a number, but he knows of a few properties along the Boulevard that have issues. He said that if this ordinance is approved that he would have an inventory.

Commissioner Sweeny questioned whether the materials would be available within six months. Director Tredik said that he did not believe that it would take six months for those types of materials. He said that he would work with the property owners because the goal is to try to reduce the amount of sand.

Commissioner Sweeny asked how the City determines the property value. Director Tredik said that he would use the assessed value of the land and that the 10% may be low. Commissioner Sweeny asked if the assessed value was on the structure, or if it included the land as well, because that would change the 10% significantly. Director Tredik advised that he would ask for guidance from the Commission.

Mayor Samora asked Building Official Law for his comments. Building Official Law said that in the event of a natural disaster, he would evaluate buildings using the FEMA Substantial Estimator Program that provides three methods to determine only the house value because the property is still there: 1. Default to use the Property Appraiser valuation which breaks apart the structure value and the land value; 2. Accept a private appraisal; 3. Use the City's fee schedule. He recommended considering the entire valuation of the land and the building.

Commissioner George said that it is currently not defined in the Code anywhere. Building Official Law said that the new Flood Ordinance is a stand-alone document which uses fair market value and got away from using an outdated system that undervalued the buildings.

Director Tredik agreed that it makes sense to use the entire value. He said that if it is undeveloped, it would not trigger that paragraph until it is developed and if it is a new build, it would be done to the current code anyway. He said that sometimes the parking lot is the problem and not the building.

Vice Mayor Rumrell asked how much City owned property would be affected. Director Tredik advised that City owned property would still be affected if there is building improvement done that triggers the 10%, or whatever the percentage is, and would still be required to reduce the runoff. He advised that there might be some City parking lots that are not compliant right now.

Mayor Samora asked if the City owned lot at the corner of A Street and A1A Beach Boulevard, which is currently not improved, would only have six months to comply. Director Tredik said yes, six months to bring it into some sedimentation erosion control plan which could be just an apron. He said that the problem with that location is that cars track sand into the road, but it is a parking lot that the City is planning to pave which will solve the problem. He said that if the Commission feels that the six month time frame is inadequate that it could be extended. He said that his long-term goal is to solve the problem and the time frames could always be adjusted.

Commissioner England asked what brought this to the City's attention. Director Tredik advised that the City has had issues with sand in the right-of-way for a while and now he knows the actual volume that is being swept up. Commissioner England asked if he had any information about how much is going into the storm system from the residential areas. Director Tredik said that he did not think it is as high for residential areas especially for newly built houses because they are careful to enforce the sill fence requirements, etc. He said that there are a few curbs and gutters that are more vulnerable to clogging. Commissioner England asked if he felt that he could identify all the affected properties within thirty days. Director Tredik said yes. Commissioner England said that there is a timeline from the date the ordinance is signed to six months for properties to come into compliance. She said that if a temporary fix is used, then there needs to be a deadline that it would need to come into full compliance. Director Tredik said that it would not be temporary. He said that if there was a property where no improvement is being done and they just have a problem with sand washing into the street, then he would work with them to put something in place to catch the sand. Commissioner England said she did not see anything in the ordinance that allowed for doing that as opposed to changing the material. Director Tredik read Section 6.03.07.B and advised that it would allow for it. Commissioner England said that if the materials are not changed then the City would need to make sure that whatever is used is being maintained. Director Tredik agreed that they would be inspected. Commissioner England suggested that after the six month period from any improvements, that the City should be very specific on property value and use the term "assessed value" or "fair market value". She said to be very consistent with how the City applies the ordinance to everyone. Director Tredik advised that he has the capability of doing it and guessed that there is about a dozen or more properties that are the issue. Commissioner England said that since this is an environmental issue, that in addition to fines, there should be a way for the City to be able to do the permanent erosion control work and

present the bill to the owner or assess a lien against the property for the cost incurred to the City. Director Tredik advised that he would have to consult with the City Attorney because he has concerns about the City working on private property. He said that the goal is not to fine people, but it does trigger action and maybe a contractor could do the work and the owner would have to pay for it.

Commissioner George asked if this was the last reading. Director Tredik advised that there would be another reading after this. Commissioner George advised that she is extremely concerned about unintended consequences. She said that it seems like a trade-off of the concern for sediment runoff and sacrificing permeability. She asked how to determine if the sand in the street is from runoff and was not blown there. She said this is for everybody and she knows of a lot of houses that only have gravel. She would like to see the expert data on the materials to convince her that this has a higher negative impact on the stormwater system than it does the beneficial impact of allowing the rain to percolate back into the aquifer on site. She asked how a property owner would ever prove that their ten year old paved driveway meets the new base requirements, especially if there is a possibility of selective enforcement. She said that if this ordinance, or a version of it passes, there needs to be a mechanism to grandfather property owners. Director Tredik advised that they are grandfathered in as non-conforming structures and the ordinance is designed so that new construction is built to the requirements.

Commissioner George has concerns of how to prove which properties are leeching sediment. She liked the original idea of it being for the Boulevard but would still want more clarification on some of the issues such as the substrate, which is a major concern. Director Tredik said he understands those concerns and said that something could probably be written into that paragraph to make that existing portion of impervious surface area be allowed to be nonconforming and the area subject to erosion would need to be remedied. He said that he would consult the City Attorney for the wording.

Commissioner George asked what is so wrong with having a sand/dirt parking area because the County has the Pope Road lot and there is also Ron Parker Park and Ocean Hammock Park along with a lot of homeowners who only have parking in the right-of-way which is mostly gravel. She said that the ordinance says that gravel is only an option for secondary, overflow parking and it is not clear what adjacent means. Director Tredik said that it would be directly abutting. Commissioner George said that many lots have skinny driveways and to maintain their impervious surface ratios they have a gravel parking area immediately adjacent that is eight feet from their front door. She does not want to lose the benefits of pervious surface options for property owners and for environmental concerns. Director Tredik advised that he would be comfortable going back to focusing on the Boulevard which is where the worst of the problem is, and any residential issues could be addressed separate from this. He asked for direction from the Commission.

Commissioner George asked for greater specificity from Exhibit A, Paragraph B, regarding the permanent sedimentation and erosion control measures as being those that are "approved by the Public Works Department" to specify what those control options would be. Director Tredik said that he left it vague so that he would be able to work with the owners without having a strict list of guidelines to follow because the goal is to keep the sediment out of the street. He said that if what is propose works, then Public Works would approve it.

Commissioner George said that it is always dicey when discretionary decision making is given to an individual staff member regarding development, but it happens all the time. She said that when writing an ordinance, you should consider potential conflicts, such as if one owner is being asked to do more than their neighbor. Building Official Law advised that there is a process in place where the Building Official's decision can be appealed which would go to the Comprehensive Planning and Zoning Board (CPZB) under the Adjustment and Appeals Board and it would be considered

the same mechanism for an appeal of another Director. He said it would go before the CPZB to weigh the Code before launching any Code Enforcement measures.

Director Tredik advised that you would need to have the first approval and if the City wants to have maximum flexibility, that someone needs to make that initial decision. He said that he could make sure that the appeal process is referenced in ordinance.

Commissioner George said that she agrees that 10% seems a little low but it all comes down to definition. Director Tredik advised that if the Commission wants a new number that it could be changed for the next reading.

Commissioner George asked if there has been any notice to businesses yet about the draft ordinance. City Manager Royle advised that no notice has been done.

Commissioner England said that she had concerns whether the Commissioners would be ready to do a third and final reading next month. She suggested to get an idea of how many properties are affected and it is a lot of work for Director Tredik to inventory the properties and get something in place within six months.

Commissioner George said that she appreciates Director Tredik trying to improve things for the City, but she still has concerns for the unintended consequences. She asked if there was anything that was at immediate risk with this designation for illicit discharge. Director Tredik advised that he did not think so but that the current code allows for them to use shell and lime rock, which is an issue. He would prefer to at least be able to move forward with eliminating the shell and limestone and be able to enforce crushed granite instead which would mean a change to the definition of what is considered "erosion resistant".

Mayor Samora asked Director Tredik to bring it back next month. He said that about half of his concerns were already covered by the other Commissioners. He said that he has other concerns and would not be ready to move forward until they identify how many properties would be affected. He advised that he drove around and found that there are residential driveways affected, so the unintended consequences are real for such a broad scope ordinance. He asked for a head count of how many properties are going to be affected and that if the problem is mostly along the Boulevard, to identify those properties and work with them or to have a more targeted ordinance. He said that permanent erosion control measures could be site specific and may need a design process such as the A Street parking lot which cost the City \$45,000 for the design alone. Director Tredik advised that he did not think that design would be needed in most cases and would be basic changes to catch sediments. He said that design would be necessary if there is an addition to a building with major changes or building a new parking lot which would trigger Water Management District thresholds. He said that putting in a device to catch sediment would not require Water Management District permitting.

Mayor Samora said that he has concerns for the material costs with 6 to 12 inches of crushed granite, etc.

Commissioner George asked if there is a way to fabricate the draft and proceed with a definition regarding the crushed stone, eliminate the limestone, and keep working on the other section of the draft or would it need to restart the public notice. City Attorney McCrea said it would restart the notice because you are now having a completely different ordinance. He said that based on everything that has been said, he would need clarification whether the ordinance should be tailored for the entire City or the Boulevard.

Mayor Samora said that it should be tailored where the issues are, it did not seem to be coming from the residential neighborhoods and that the Commission needs more definition where the problem areas are. Commissioner George said that maybe it is more commercial. Director Tredik

said that he likes the idea of focusing on the Boulevard and that it would never be at 100% and that is why he left the “approval clause” in the ordinance to get it the best it can be. He said that the City is required to do this and to capture illicit discharges. He suggested starting with a certain area and try to solve each problem area one by one.

Mayor Samora said to start with an inventory of the problem areas and how many properties are affected.

Commissioner Sweeny asked if it would need to be two separate ordinances because the changes to the impervious materials should be across the board and then to focus on the illicit discharge on the Boulevard. Director Tredik advised that he would have to consult with the City Attorney because he did not want to create a bunch of non-conforming entities and that they were done together to bring things that are non-conforming into conformance or to grandfather them in. He said that changing the definition would just create new non-conforming without addressing how to deal with them.

City Attorney McCrea advised that it would help to first identify the problem areas then discussion on the subject would be clearer. Commissioner George suggested a quick fix for any new development would be a simple ordinance specific to new developments and the Commission could continue to work on the rest of it.

Commissioner England suggested to take a hard look at what is required for new construction so that they do not have to change it to be in compliance in six months. Director Tredik suggested possibly changing the erosion resistant materials as of the date of this ordinance, that anything after would require the new materials, and change the ordinance in the future to have a pathway for conformance down the road.

City Attorney McCrea said that going forward this ordinance would kick in but if a property owner has done something up to the date that the ordinance passes, then they are exempt. Director Tredik agreed and said something for new construction to use the crushed granite instead of the limestone. City Attorney McCrea said that would be easy to state in an ordinance and a safety valve for people who are already engaged in construction.

Vice Mayor Rumrell said that he would not want this to apply to the restaurants that have dirt parking lots because it would probably change their parking requirements for seating. Building Official Law agreed. He said that dirt parking lots are not required to be striped, but once they are paved, they have to follow the Code and be nine feet wide, twenty feet deep, and have a handicapped parking space which is even wider. He would recommend at the next available CPZB meeting to propose a change to the erosion-resistant materials definition to eliminate lime rock and potentially require an apron. He said that in 2018 they removed the requirement for a paved driveway which had some unintended consequences where people have had to justify the parking requirements based on the bedrooms of the house. The intent was to limit the amount of hardscape in a yard. He recommended not only to change the definition but to have a separate ordinance to eliminate the lime rock and then whatever other recommendations the Public Works Director has for erosion-resistant materials and that the City should be requiring a five foot apron in the right-of-way which protects the edge of the asphalt. He said that overall, you would lose parking spots and it has been discussed with Jack’s BBQ.

Director Tredik advised that this ordinance would only be triggered if there are major site improvements made and, at some point, there has to be a threshold to bring a property into current code compliance. He said that the City needs the ability down the road to have rebuilt sites meet current code.

Commissioner George said that if it was just to require an apron and to remove limestone that she would not have a problem with the six month or 10%. She would not want to restrict the use

of the property by the government. She said ironically the Commission will be looking to include the private property rights of owners as a new element in the Comprehensive Plan.

Mayor Samora opened Public Comments. Being none, he closed Public Comments.

Mayor Samora asked the City Attorney what the Commission's options are for the ordinance. City Attorney McCrea advised that procedurally, it is not ready for a vote, and he advised to instruct the City Attorney and Director Tredik to research the suggestions, questions, comments, and concerns and prepare a series of ordinances or revisit this ordinance and resubmit.

Mayor Samora asked if Director Tredik felt he had clear direction to move forward. Director Tredik said that this is going to be a process and if it goes back to CPZB, we can resolve some of the pressing issues. He asked if there is a general consensus to focus on the Boulevard first because he would like to not have to go back to CPZB again.

Commissioner Sweeny said that if Director Tredik feels confident that the results of his survey of the problem areas will be focused on the Boulevard.

Director Tredik advised that he had enough information to move forward and take it back to the CPZB.

Mayor Samora moved on to Item X.3 and asked Building Official Law for his report.

3. Ordinance 22-06, Second Reading, to Amend the Land Development Regulations to Change the Wording Regarding Bees and Insects (Presenter: Brian Law, Building Official)

Building Official Law advised that this was presented by the SEPAC members two months ago and the CPZB saw fit to push it into an ordinance format and approved it 6-0 as written. This is the second reading and the City Manager asked that a simple definition be included.

Commissioner England said that Mickler Boulevard is one of the main pedestrian/bike pathways and has concerns putting pollinator boxes there.

Building Official Law said that when this started the Planning Division was concerned because they read the minutes and saw "bee boxes". **[SEPAC Vice Chair, Sandra Krempasky, showed an example pollinator box to the Commission [Exhibit B]].** Building Official Law said that his recommendation was that when the landscaping development of Mickler Boulevard occurs that it would come before the Commission because they would be using City funds and at that point SEPAC should indicate on the development plan where the pollinator boxes will be going. He advised to keep in mind that this Code change is for the entire City and the Commission could just approve the pollinator boxes with the development of the landscaping. If it passes as written, there could be unforeseeable consequences. For instance, there are 72 lots in the Ridge and there could wind up being 72 bee boxes that are not for the production of honey. He believed there is some merit to this code change and his department researched the surrounding jurisdictions. St. Johns County prohibits the raising of bees anywhere but agricultural zoned areas and the City of St. Augustine does not address it at all.

Commissioner England asked who would approve the placement of a pollinator box on City or public property. She has concerns for public walkways having tons of bees around. Building Official Law advised that when the development of the landscape occurs that it would be a Public Works, SEPAC, and Commission issue because most likely City funds would be used or possibly the grant that SEPAC applied for. Vice Chair Krempasky replied from audience that SEPAC did not receive the grant. Building Official Law advised that the Tree and Landscape Fund is available which would require a recommendation from the Public Works Director and final approval by the Commission.

Commissioner England advise that she does not have a problem with the change, but how it is implemented with the walkways, etc. Building Official Law advised that if there is development of

City property using City funds, the Commission would have the final decision and that he would recommend it with the placement of the pollinator boxes.

Commissioner George said that she is fine with the language but wondered if it would be simpler to just make the City as an exception from the ordinance. Building Official Law advised that he has an issue with any government being an exception to their own rules and that government should be held to a higher standard.

Commissioner Sweeny asked why the City restricts raising of bees. Building Official Law advised because it could allow bee farms for the production of honey, which is an agricultural concept, but that the City does have to recognize the need for bees. Commissioner Sweeny said that there is a bee crisis and if this change can help, then she is fine with it.

Mayor Samora opened Public Comments. Being none, he closed Public Comments and asked the City Attorney to read the preamble. City Attorney McCrea read the preamble.

Motion: To approve Ordinance 22-06. **Moved by** Commissioner George, **Seconded by** Commissioner Sweeny. Motion passed unanimously.

Mayor Samora moved on to Item X.4 and asked Building Official Law for his presentation.

4. Ordinance 22-07, First Reading, to Amend the Comprehensive Plan to Adopt the Private Property Rights Element (Presenter: Brian Law, Building Official)

Building Official Law advised that the City redid its Comprehensive Plan several years with Fleet and Associates and he has been in contact with Ms. Janice Fleet for guidance. He said that this is probably the first time the City has ever amended its own Comprehensive Plan. He advised that last year there was a change that required governments to do this but that it did not affect the City because it had already approved the Comprehensive Plan. This is bringing the City in to accordance with the State law ahead of schedule and is word for word out of the State Statutes.

Mayor Samora said that he did not see anything wrong with the amendment the way it is written, and he likes that it is being added in. Building Official Law advised that today he would need an order to transmit.

Commissioner George asked if there are limits to how frequently the City can amend the Comprehensive Plan. Building Official Law said how hard do I work the staff.

Mayor Samora opened Public Comments. Being none, he closed Public Comments and asked the City Attorney to read the preamble. City Attorney McCrea read the preamble.

Motion: To approve Ordinance 22-07 and to direct transmission of it. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner George. Motion passed unanimously.

Mayor Samora moved on to Item XI.

XI. CONSENT

(Note: Consent items can be approved by one motion and vote unless a Commissioner wants to remove an item for discussion and a separate vote)

5. Budget Resolution 22-05, to Appropriate \$12,000 from the American Rescue Plan Act Funds to Purchase Trailer for Public Works Department
6. Budget Resolution 22-06, to Appropriate \$82,600 from Building Department Reserves to Purchase Vehicle and to Purchase Equipment, Furniture, and Other Expenses to Meet New State Standards for Digital Plan Review

Motion: To approve the Consent Agenda. **Moved by** Vice Mayor Rumrell, **Seconded by** Commissioner England. Motion passed unanimously.

Mayor Samora asked if there should be Public Comment on Consent agenda items. City Attorney McCrea said that he did not think so and he asked City Manager Royle. City Manager Royle advised no. Commissioner George advised that she did not have any request to speak.

Mayor Samora moved on to Item XII.7 and asked Public Works Director Tredik for his presentation.

XII. OLD BUSINESS

7. Donation of Real Estate to the City by Marc and Jill Craddock, 116 2nd Street, for Conservation Purposes: Approval of Resolution 22-04, Which Accepts a Special Warranty Deed for Lots 1, 3 and 5, Block 31, Chautauqua Beach Subdivision (Presenter: Bill Tredik, Public Works Director)

Public Works Director Tredik showed a PowerPoint presentation regarding the donation of parcels of land for conservation [Exhibit C]. He read the background information from the PowerPoint and said that there is now a notice to proceed on the paving for this Wednesday and should start the project in June and complete it by the end of this calendar year. He said that there were 16 originally platted lots, and it was the owners' desire to place 3 lots into conservation and dedicate them to the City. He advised that the assessment proceeded, and everyone was taxed because the donation had not happened yet. They are asking for reimbursement because it was the understanding that they would not have to pay the non-ad valorem assessment and the City would request reimbursement from the tax collector. He proceeded with the PowerPoint presentation and showed the background information regarding conservation easements and land trusts as well as an aerial photo of where the three lots are located on the north side of 2nd Street, west of 2nd Avenue, and adjacent to the bike path. He advised that the three lots have many large oaks and that is probably one of the reasons the owners wanted to conserve them. He continued with the PowerPoint, listed the involved parties, and said that they created an endowment so that Putnam Land Conservancy has money to enforce the terms of their easement and that several of them are here and would speak after his presentation. He continued with the PowerPoint describing the purpose and process of the conservation easement and he said that it is now at the stage in the process to donate the property to the City. He said that the easement must stay in a natural condition with a list of prohibited items and that the City would assume responsibility for the easement to include reacting to and maintaining public safety issues. He moved on to the Items for Approval portion of the PowerPoint and he said that he has looked at the site and has no concerns for accepting it "as-is". He ended his presentation with the request to approve Resolution 22-04, subject to the conditions set forth in the Real Estate Donation Agreement.

Commissioner Sweeny said that the background information about the conservation easement specifically prohibited placing utilities or other structures above the ground and asked if that would affect the undergrounding of the powerlines that are planned there. Director Tredik advised that the underground powerlines would be across the street.

Commissioner Sweeny said there was a cap set for the assessment and by removing these three properties then they would no longer be factored into that assessment and so the City would have to pick up that \$75,000. Director Tredik said that the City would pay any difference either through impact fees or ARPA funds.

Mayor Samora thanked the donors and asked if there were any who wanted to speak.

Willy The Losen, 129 E. Cowpen Lake Pt. Road, Hawthorne, FL, President, Putnam Land Conservancy, said that they are the organization that holds the conservation easement and if it is

approved, they would be partners in conservation with the City and an asset to the City. He said that it gives peace of mind knowing that in the future the area would always be a nature preserve.

City Attorney McCrea asked what is in place to check on the property. Mr. The Losen advised that typically they do an annual monitoring with a team of qualified ecologists looking for any violations of the easement, such as invasive species, and would notify the City. He provided copies of a newsletter that the Conservancy publishes annually for anyone that is interested in learning more about the Putnam Land Conservancy [Exhibit D].

Marc Craddock, 116 2nd Street, St. Augustine Beach, FL, said that this has been a long project and is a great example of a collaboration between private citizens, a non-profit, and the City that he hopes would inspire others. He thanked City Manager Royle, Director Tredik, and the City Attorney who all put a lot of work into this. He said that Director Tredik did a great job explaining things and that he did not have much more to add. He said that he lives on the other side of the bike path and that Ms. Regine de Toledo donated two properties to him and his wife so that he could take those two properties and one of his own and put them into conservation. He said that he has a visual and personal benefit and that green space, the protection of animals, and the environment are important to him. He said that Regine has no benefit plus she donated her tax deductions. He said that this is a large gift; that he probably could have made an economic benefit by selling the properties but coming together on this was better for the environment. He said that he did a lot of the legwork, but that the true hero is Regine. He thanked the Commission for considering this and that there was a lot of work and support from the City.

Regine de Toledo, 309 St. George Street, St. Augustine, FL, said that they are super excited about this process. She purchased the two lots when they were only \$10,000 each and that the most recent appraisal was approximately \$850,000. She said that when it becomes a conservation easement it drops to \$43,000. If we consider the environmental benefit, then the matrix shifts quite a lot. She said that she has lived here a long time and has seen the entire St. Johns County change over time. Everyone wants to do something, but who is going to do something. She said that the Commission is tied up with other things and this was an opportunity that came up for individuals. She said that she did not know Marc and Jill Craddock before this. When they started exploring the possibilities and thought that the best way to conserve the property was to involve a non-profit organization such as Putnam Land Conservancy. She said that the Conservancy is great, the City will not have anything to worry about, and they saw the value with this little park. She said that they cannot do it by themselves, they need the City, and she thanked the Commission for being openminded and seeing it as being valuable.

Mayor Samora thanked Ms. de Toledo for her very generous donation.

City Manager Royle said that from his perspective this all began in 1992 when Regine and Ms. Jeannie Fitzpatrick came to the Commission asking to preserve trees on that corner of 2nd Avenue, now 2nd Street, and 30 years later it is done.

Mayor Samora said that once it is done, it will be done forever. He said that it is a beautiful piece of property, and the City will be a good steward of it for future generations to be able to enjoy it.

Mayor Samora opened Public Comment. Being none, he closed Public Comment.

Motion: To approve Resolution 22-04. **Moved by** Commissioner George, **Seconded by** Commissioner Sweeny. Motion passed unanimously.

Commissioner Sweeny thanked the property owners for their generous donation and said that she talked with Mr. Craddock, and she is very excited.

Mayor Samora moved on to Item XII.8 and asked Public Works Director Tredik for his presentation.

8. American Rescue Plan Act Projects/Purchases: Request for Approval of Street Paving, Public Works Vehicles, and Providing Matching Funds for Beach Access Walkovers (Presenter: Bill Tredik, Public Works Director)

Public Works Director Tredik said that the recent online survey identified nine items and that repairing roads was the number one priority and improving beach walkovers was the number three priority. He showed a PowerPoint presentation [Exhibit E] and said that the beach walkover slide is the same one he used for his presentation to the Port and Waterway. He described the color code for the condition of each walkover and said that the red indicates that there is either no walkover or it has been buried and is not serving any purpose. He moved on and described the dune walkover benefits of storm surge resiliency, environmental protection, and pedestrian benefits. He said that on April 19th, the Commission discussed using \$600,000 from American Rescue Plan Act funds and asked the City staff to seek partners. He presented it on May 17th to the Port and Waterway and they approved \$335,000 in assistance for up to eleven walkovers between 16th and A Street. He advised that after he found eleven walkovers, he revised the estimate to \$670,000 and the Port and Waterway agreed to cover half of that new figure which represents the \$335,000. He said that he would like to start design and permitting this summer and launch into construction in Fiscal Year 2023. He advised that the current budget has \$250,000 budgeted for paving and he expects to start paving this summer from 6th to 9th Streets east of the Boulevard, Atlantic Alley, Mickler Boulevard between 11th to 16th Streets, which has been delayed due to a County project, and North Trident Place. He advised that he is proposing additional paving for FY 2022 for 1st Lane to 5th Street all east of the Boulevard for an estimated \$200,000. He said that he is requesting tonight to approve the following: to allocate \$335,000 of ARPA funds to design, permit, and construct up eleven dune walkovers; to approve Budget Resolution 22-07 for \$67,000 of ARPA funds for FY 2022 budget for dune walkover design and permitting; to approve Budget Resolution 22-08 to bring \$200,000 of ARPA funds into the FY 2022 budget for the additional paving.

Vice Mayor Rumrell said that it was talked about in past Commission meetings to try to make 16th Street a drivable ramp for emergency access and asked if it could still be considered. Director Tredik advised that the plan is to make it an eight foot wide path with a stronger standard so that police all-terrain vehicles can access it. He said that there used to be an access at 3rd Street which the Police Department said that they no longer need for vehicles and that it would be made into a standard walkway.

Commissioner Sweeny thanked Director Tredik for seeking funds for the beach walkovers.

Mayor Samora commended Director Tredik for a great job finding grants and other funding. He said that the budget resolutions are in line with what the Commission has talked about for the use of the ARPA funds.

Motion: To approve Budget Resolutions 22-07 and 22-08. **Moved by** Mayor Samora, **Seconded by** Commissioner England. Motion passed unanimously.

Mayor Samora asked if the paving would start in the summer. Director Tredik said that he is trying to expedite it, but scheduling has been challenging and he thinks it might be by August.

Mayor Samora moved on to Item XII.9 and asked Director Tredik for his presentation.

9. Undergrounding of Power Lines Along A1A Beach Boulevard: Review of Costs and Options for Funding (Presenter: Bill Tredik, Public Works Director)

Director Tredik said that the City Manager had previously asked the Commission for topics that it would want to put on the ballot and that there are several attachments that are in the agenda books for the Commission to review. He found cost information and it reinforces that it is

expensive to do the undergrounding, such as the case with St. Pete Beach at around \$2.922 million which converts to about \$3.6 in today's dollars. He said that using these estimates it would be around \$5 million to do from Pope Road to F Street which does not consider the cost of the FPL poles for street lighting. He said there was discussion whether this item should be on a referendum, and it is staff's recommendation that the Commission should not ask the voters to approve the millage to pay the cost to underground utilities. He said that if the County voters approve the one cent sales tax, then it could be dedicated for a portion of the undergrounding project, and it would spare the City property owners from having to pay another millage levy before the current millage for the land purchase expires in 2029.

Mayor Samora advised that this came up again because the Commission had to decide whether it wanted to put this on the ballot as a referendum and that other prior Commissions have expressed interest in undergrounding utilities. He said that this is some of the first "real" information that this Commission has seen. He advised that the Commission needs to decide whether it wants to put this as a referendum on the ballot, to consider the staff recommendation to use ARPA funds to hire a consultant, and whether to have a workshop with FPL in August.

Vice Mayor Rumrell advised that looking at those high numbers reiterates how expensive it is. He said that long-term it is something that the City should look at, but in the short-term he does not believe the City would be able to budget it for quite some time unless there is FEMA money or other monies available. He said that with Director Tredik's example of the power lines, the streetlights, etc., that there is a lot more to it. He said that the Commission can continue to discuss it now that it has some hard numbers, but that it would be difficult to move forward on anything without some substantial help.

Commissioner George said that she was very vocal about not dropping it and she is grateful to staff for bringing all the information. She said that she has considered all the pros and cons and that she is now onboard with waiting and to not request it on the ballot. Realistically it would have to be flushed out more to put something on the ballot, but this is a good starting point, and she encouraged the Commission to continue considering moving forward. She loved the idea that if the sales tax passes, then the City should commit those funds for a period of time and use the ARPA funds to hire a consultant and start the legwork because it is a seven year project. She said that a great partner for communities that are undergrounding has been Jacksonville Electric Authority (JEA) and the City would be dealing with Florida Power and Light (FPL). She said that Atlantic Beach is currently looking at this same proposal and they hosted a workshop with their community in March, she has had correspondence with the Atlantic Beach Mayor, and that they would be talking again this week. She said that Ortega Point in Jacksonville was just completed in January 2022 and in 2017, Scenic Jacksonville, proposed a 30 year project to underground thousands of miles with approximately 3% linear miles every year. The Jacksonville Commission has been pretty consistent making that transition happen and the City has a lot of other communities to look to. She said that JEA has a close relationship with the Jacksonville Commission which is different from what the City has with FPL and the City needs to express the interest and have the money. She said that she supports staff's recommendation for now and encouraged the Commission to keep it on the near horizon. She said that if the sales tax does not pass, then the Commission would need to consider whether it still wants to use ARPA funds and whether to make it a referendum item for 2024 because it would take a year or two to obtain the data for referendum purposes.

Commissioner Sweeny said that she echoed other comments that have been made and that she supports staff's recommendation not to put it on the ballot. She said that in lieu of waiting to see if the sales tax gets approved, she would support at least moving forward with a workshop with FPL to gather more information to help determine whether to move forward with a consultant.

She thanked staff for gathering all the information and said that it has been very helpful for the Commission.

Commissioner England said that she would also agree not to put it on the ballot this year. She advised that she would like to instruct staff to bring it back the first quarter of 2023 to see if there is any new information and to keep it rolling every six months.

Commissioner George said that it is an easy default to say that underground utilities are going to mean longer outages because they are hard to get to. She said that the research that she has done shows that there are fewer outages. She said that Jacksonville is doing a targeted look at where and why outages are happening and that certain types of outages are more suitable for being underground. She said that this type of hard data would be worth getting.

Mayor Samora said that he is getting a clear consensus to not do the referendum and he asked whether or not to move forward with a consultant and/or a workshop. City Attorney McCrea recommend having the FPL workshop first because there is a Florida Statute, the Public Utilities Storm Protection Plan, and that FPL implements some of the undergrounding and they add it to the monthly fees. He said that he would be interested to hear what they can and cannot contribute before hiring a consultant.

Commissioner Sweeny agreed and said that she would like to have the workshop first.

It was the consensus of the Commission to have City Manager Royle contact FPL to schedule the workshop meeting and to postpone the consultant until after the workshop.

Mayor Samora moved on to Item XII.10 and asked City Manager Royle for his presentation.

10. Hammock Dunes Park: Review of a Request for Qualifications for Park Plan Consultant (Presenter: Max Royle, City Manager)

City Manager Royle advised that he received an email from a resident who suggested to not do anything with Hammock Dunes Park which is something the Commission may want to seriously consider. He advised that it is a small Park with only 6.1 acres and Ocean Hammock Park is right across the street that is currently being improved and has public access. He said that if the Commission decides to develop Hammock Dunes Park for public use that it is not conducive to having active recreation, such as a playground, but rather for walking and enjoying nature. Because of its uniqueness he had suggested at the last meeting to consider a consultant to provide the best expert advice and to encourage the consultant to keep it a walking trail environment. He said that the Park would not have picnic tables and possibly no restrooms since there are restrooms across the street. He would want the park planner to address access to the Park from both the State highway and the Boulevard. He asked whether the Commission would want to move forward with advertising for a Request for Qualifications (RFQ).

Mayor Samora said that City Manager Royle did a good job capturing what the Commission was looking for in the RFQ.

Vice Mayor Rumrell suggested to discuss it with the County Park Planner first to see if they may be able help. City Manager Royle advised that he would contact the County.

Commissioner George said that the RFQ would give the City an idea of how much the cost would be.

Commissioner Sweeny asked the planner would meet with the residents to ask for their input. City Manager Royle said yes that there would be one or two public meetings.

Mayor Samora asked if the City has any obligation from a park management plan such as that with Ocean Hammock Park. City Manager Royle said no; that this park is to remain a park with the County having first right of refusal.

Mayor Samora asked if the Commission was interested in doing the RFQ.

Commissioner Sweeny said that she would be interested to see the responses especially after hearing some resident requests to do nothing with the Park. She said that she wants to be cognizant of the wildlife and it is the most compelling argument for her. She also would like to consider providing beach access through that property.

Commissioner George agrees with Commissioner Sweeny to preserve as much as possible and maybe modest parking on the east side and giving some solidity to it for future Commissions to preserve it as well.

Commissioner England advised that a trail was part of the development of the Park in the Vision Plan, and she believes that providing access to the residents from the west side is important.

It was the consensus of the Commission for City Manager Royle to move forward with the RFQ.

Mayor Samora opened Public Comments.

Lee Geanuleas, 233 N. Forest Dune Drive, St. Augustine Beach, FL, Sea Colony Homeowners' Association Board member; has a strong interest in the Park with a design that minimizes intensity; would like to see parking just on the south side of the Park; the City's RFQ says to position walkways away from residential subdivisions on the northside; he quoted the City Manager from the City's May 2nd meeting, "the Park should have a good buffer between Whispering Oaks subdivision and the City would fence the north boundary", and he applauded the City Manager's concern for their privacy; relocating the Ocean Hammock Park boardwalk would accomplish the same privacy issue for the Sea Colony residents; there is a commitment of \$500,000 from the Sea Colony residents to help with moving the boardwalk; does not want beach access removed and wanted the Boulevard starting point to stay the same.

Jim LeClare, 115 Whispering Oaks Circle, St. Augustine Beach, FL, he contacted Representative Cyndi Stevenson to ask to slow the speed limit on A1A South between Ace Hardware and Publix in an effort to help wildlife safely cross; keep the Park green; help with access for those residents on the west side; picks up a lot of trash in Ocean Hammock Park; disagreed with moving the Ocean Hammock Park boardwalk.

Lana Bandy, 150 Whispering Oaks Circle, St. Augustine Beach, FL, asked to leave Hammock Dunes Park as is; it is the last bit of wildlife habitat and open land in the City; she has not noticed any concerns for a connection from the residents from A1A South to the Boulevard or the boardwalk; people can access it by walking through Publix plaza; the plaza businesses probably benefit from the foot traffic; costly to build the path for just a few people; opposed to disturbing the area for parking and biking trails.

Mayor Samora closed Public Comment and asked Chief Carswell if had any safety concerns. Chief Carswell said that he does not foresee a large amount of foot traffic in the area for concern.

Mayor Samora moved on to Item XIII.11 and asked City Manager Royle for his presentation.

XIII. NEW BUSINESS

11. Florida Municipal Insurance Trust: Request for Nominee to Board of Trustees (Presenter: Max Royle, City Manager)

The Commissioners expressed no interest at this time due to existing commitments.

Mayor Samora moved on to Item XIII.12 and asked City Manager Royle for his presentation.

12. Fiscal Year 2023 Budget: Scheduling Special Meeting on Monday, July 25, 2022, to Review the Budget and Set the Tentative Millage (Presenter: Max Royle, City Manager)

City Manager Royle advised that this is a meeting that the Commission usually holds in July because the Property Appraiser needs the tentative millage in early August.

It was the consensus of the Commission to schedule July 25, 2022, at 6:00 p.m. for the budget review meeting to set the tentative millage.

Mayor Samora moved on to Item XIII.13 and asked Public Works Director Tredik for his presentation.

13. Request for Approval for Up to Three Months of Leave without Pay for Public Works Maintenance Worker

Public Works Director Tredik advised that he has a staff member that has had some medical concerns and has not been able to work [Exhibit F]. He said that he has already granted the maximum of thirty days of unpaid leave that a manager can authorize, but the employee needs more time, and he is an employee that Public Works would like to have return to work. He is requesting an additional two months in conjunction to the thirty days that has already been approved. He advised that it would be unpaid leave, the employee would have to pay for his medical premiums, and would not accrue any vacation or sick time.

Commissioner George said that she does not have a problem supporting it.

Commissioner Sweeny asked if the Commission is to approve the three months now. Director Tredik advised that the leave through June 4th can be approved by the City Manager, which represents the first thirty days, then Commission approval is needed for the additional leave through August 4th.

Motion: To approve unpaid leave of absence through August 4, 2022. **Moved by** Mayor Samora, **Seconded by** Vice Mayor Rumrell. Motion passed unanimously.

Mayor Samora moved on to Item XIV.

XIV. STAFF COMMENTS

City Attorney McCrea advised that he wanted to make everyone aware of an appeal in the Florida Supreme Court regarding local governments regulating gun laws and that he would continue to monitor it.

City Clerk Fitzgerald advised that the City has hired three new Public Works employees with an uptick in applicants since the pay rate increase to \$15 per hour. She said that the City did lose another police officer and is now down two officers.

Director Tredik advised that they are closing in on the completion of the weir project with about 80% completed. The pumps are in and are expected to be installed in a few weeks. He suggested having a ribbon cutting event afterwards. He advised that the budget talks might include asking for a project coordinator to help keep up with the projects.

Mayor Samora recapped the upcoming meetings/events: CPZB is June 21st at 6:00 p.m.; City offices will be closed for July 4th holiday; and the next Commission meeting will be July 11th at 6:00 p.m.

XV. ADJOURNMENT

Mayor Samora asked for a motion to adjourn.

Motion: to adjourn. **Moved by** Commissioner George, **Seconded by** Commissioner Sweeny.
Motion passed unanimously.

Mayor Samora adjourned the meeting at 9:03 p.m.

Donald Samora, Mayor

ATTEST:

Dariana Fitzgerald, City Clerk

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny

FROM: Dariana Fitzgerald, City Clerk

DATE: June 13, 2022

SUBJECT: Anastasia Island Environmental Stewardship Awards Presentation

In 2019, the Sustainability and Environmental Planning Advisory Committee (SEPAC) began the annual Anastasia Island Environmental Stewardship Award program, which recognizes those who work to protect the Anastasia Island's natural resources and to enhance its ecosystem. Attached to this memo is SEPAC's press release detailing the award requirements.

At their June 2, 2022, meeting, the Committee selected the following winners for the 2022 awards and would like to acknowledge those winners at your July 11, 2022, meeting.

- **Group (Business)** – Native Plant Consulting, LLC
- **Individual (Business)** – Mr. Walter Cooker
- **Group (Non-Profit/Educational)** – Fish Island Community Alliance
- **Individual (Non-Profit/Educational)** – Ms. Lauren Trice

The Committee wishes to separately acknowledge former SEPAC member Dr. Lonnie Kaczmarzsky for his involvement in the community both before and during his time on the Committee and for the work he continues to do.

Additionally, the Committee would like to acknowledge the other nominees for this year and thank them as well for the work they have done: The St. Augustine Beach Community Garden, Ms. Renee Stambaugh, and the City of St. Augustine Utility Department, particularly Mr. Todd Grant.

ANASTASIA ISLAND ENVIRONMENTAL STEWARDSHIP AWARDS PROGRAM

The City of St. Augustine Beach announces a call for nominations for the Fourth Annual Anastasia Island Environmental Stewardship Awards. These awards will recognize individuals, businesses, professional and non-profit organizations who are working to protect the island's natural resources and enhance its ecosystem. Nominations must be received by close of business **March 25, 2022**.

The objective of environmental stewardship is to reduce impacts on the environment thereby protecting our natural resources through conservation and sustainable practices. To be considered for recognition, participants must demonstrate significant and measurable achievements through the following:

- Reducing environmental impacts from climate change
- Conserving resources
- Enhancing ecosystems
- Restoring impacted natural resources

Additional criteria that will be considered:

- Proven ongoing culture of environmental stewardship
- Environmental education and outreach opportunities
- Commitment to growth of sustainable programs
- Innovation and exceptional achievement in environmental stewardship

Please complete the nomination form and include any supporting documentation for entity demonstrating environmental stewardship efforts. Submissions can be made by mail or email by close of business **March 25, 2022**. Please review the program rules and instructions for details on how to apply below.

If you have any questions, please contact Dariana Fitzgerald at dfitzgerald@cityofsab.org or 904-471-2122.


Rules and Instructions

1. The Anastasia Island Environmental Stewardship Awards program will recognize efforts by **Individual (Non-Profit/Educational)**, **Group (Non-Profit/Educational)**, **Individual (Business)** and **Group (Business)** whose work protects the resources and enhances the ecosystem of the island.
2. Application or nomination must be received by **March 25, 2022**.
3. Completed nomination form must be submitted with any optional supporting documents.
4. Supporting materials are limited to 10 additional pages.
5. Nominations can be submitted by mail to Dariana Fitzgerald, 2200 A1A South, St. Augustine Beach, FL 32080 or by email to dfitzgerald@cityofsab.org.

Winners will be contacted on or before April 15, 2022.

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny

FROM: Max Royle, City Manager 

DATE: June 22, 2022

SUBJECT: Request for Conditional Use Permit to Construct Four Single-Family Residences in a Commercial Land Use District between 4th and 5th Streets West of A1A Beach Boulevard (Lots 7-10, Block 18, Chautauqua Beach Subdivision)

INTRODUCTION

HVG Properties, LLC, has requested that the City Commission approve a conditional use permit to construct a single-family residence on each of four lots that are within the commercial land use district that's 300 feet west of the center line of A1A Beach Boulevard. The City's Land Development Regulations require that for a residence to be built in a commercial district, Commission approval of a conditional use permit must be requested.

The four lots are located west of what will be a two story, 10,600 square foot commercial office Building on the west side of A1A Beach Boulevard between 4th and 5th Streets, south of the Marriott Hotel. At its June 21, 2022, meeting, the Comprehensive Planning and Zoning Board approved the office building as a mixed-use development.

Also, at its June 21st meeting, the Board reviewed the application for the conditional use permit and recommended that the Commission approve it for the four residences with the conditions that construction adheres to the requirements of medium-land use districts and that the permit be valid for 18 months.

ATTACHMENTS

Attached for your review is the following:

- a. Pages 1-17, the information that the Planning Board reviewed at its June 21st meeting.
- b. Page 18, a memo from the City Planner, Ms. Jennifer Thompson, in which she states that Board's recommendation by a 5-1 vote that the conditional use permit be approved, subject to the construction of the four residences conforming to the requirements of the medium-density land use district and that construction commence within 18 months.

- c. Pages 19-22, a petition signed by residents who live in the vicinity of the proposed development, requesting that 4th Street when constructed not be connected to 2nd Avenue.

ACTION REQUESTED

It is that you hold the public hearing and decide whether to approve the conditional use permit for the four residences with the conditions recommended by the Planning Board.

You also may want to decide whether to have 4th Street connected to 2nd Avenue, though 4th Street does not need to be connected to 2nd Avenue for the building of the four residences. The last lot that will need access to 4th Street is Lot 9. Most of Lot 7 has access now to the existing paved section of 4th Street. Lots 11 and 13 to the west of Lot 9 are in the medium-density land use district and are not part of this application for the conditional use permit. Access to Lots 8 and 10 for the residences proposed to be built in the commercial land use district will be from 5th Street.

Or you could postpone the decision of whether to connect 4th Street to 2nd Avenue to see whether the owner or owners of Lots 11 and 13 want access to their lots from 2nd Avenue.



City of St. Augustine Beach Building and Zoning Department

TO: Planning and Zoning Division
FROM: Brian Law
SUBJECT: CU 2022-06 parcel # 169240-0000
DATE: 6-14-2022

The Building Division has no objection to the construction of 4 single family residences in the commercial sector. If approved the Building Division shall require a suitable road of some type to provide access for emergency responders and utility providers.



Brian W Law CBO, CFM, MCP
City of St. Augustine Beach
Director of Building and Zoning
2200 A1A South
St. Augustine Beach, FL 32080
(904) 471-8758
blaw@cityofsab.org



City of St. Augustine Beach Building and Zoning Department

To: Comprehensive Planning & Zoning Board
From: Jennifer Thompson, Planner
CC: Brian Law, Director of Building and Zoning & Bonnie Miller, Sr. Planner
Date: May 31, 2022
Re: Conditional Use File No. CU 2022-06 for Parcel # 169240-0000

Conditional Use File No. CU 2022-06 is an application to build single family residences on four lots: 7-10, block 18 located at parcel number 169240-0000 in a commercially zoned district.

A similar conditional use permit was applied for and approved on April 5, 2021, for four lots 5-8, Block 43, in a commercially zoned district to build four single family residences on parcel numbers: 1709200000, 1709200070, 1709300000, and 1709300080.

Sincerely,

Jennifer Thompson

Planner
Planning and Zoning Division

11. Please check if the following information required for submittal of the application has been included:

- ☒ Legal description of property
- ☒ Copy of warranty deed
- ☒ Owner Permission Form (if applicable)
- ☒ List of names and addresses of all property owners within 300-foot radius
- ☒ First-class postage-stamped legal-size (4-inch-by-9½-inch) envelopes with names and addresses of all property owners within 300-foot radius
- ☒ Survey to include all existing structures and fences
- ☒ Elevations and overall site plan of proposed structure if conditional use is requested for construction of a residential structure in a commercial land use district
- ☒ Other documents or relevant information to be considered
- ☐ Fourteen (14) copies of the completed application including supplemental documentation and/or relevant information

In filing this application for a conditional use permit, the undersigned acknowledges it becomes part of the official record of the City Commission and Comprehensive Planning and Zoning Board and does hereby certify that all information contained is true and accurate, to the best of his/her knowledge.

SCOTT PATROU

Print name (owner or his/her agent)

Signature/date

460 A1A BEACH BLDG

ST. AUGUSTINE BCH, FL 32080

Owner/agent address

904.540.3779

Phone number

SPATROU@GINN PATROU.COM

Email address

MICHAEL STAMFFER

Print name (applicant or his/her agent)

Signature/date

1093 A1A BEACH BLDG #330

ST AUGUSTINE BCH, FL 32080

Applicant/agent address

904.540.6059

Phone number

MIKE@MSTAMFFERARCHITECT.COM

**City of St. Augustine Beach Building and Zoning Department
Conditional Use Permit Application**

2200 A1A SOUTH, ST. AUGUSTINE BEACH, FLORIDA 32080
WWW.STAUGSBCH.COM BLDG. & ZONING (904)471-8758 FAX (904) 471-4470

1. Legal description of the parcel for which the conditional use permit is being sought:

Lot(s) 7-10 Block(s) 18 Subdivision CHATAQUA BEACH
Street Address BEACH BLVD. - BETWEEN 4TH & 5TH STREETS

2. Location (N, S, W, E): WEST Side of (Street Name): A1A BEACH BLVD.

3. Is the property seaward of the Coastal Construction Control Line (CCCL)? Yes ☒ (No) (Circle one)

4. Real estate parcel identification number: 1692400000

5. Name and address of owner(s) as shown in St. Johns County Public Records: _____

HUG PROPERTIES LLC

688 OCEAN PALM WAY, ST AUGUSTINE BEACH, FL 32080

6. Current land use classification: COMMERCIAL

7. Section of land use code from which the conditional use permit is being sought: 3.02.02 USES

8. Description of conditional use permit being sought: _____

CONSTRUCTION OF SINGLE FAMILY HOMES IN COMMERCIAL
ZONED PROPERTY.

9. Supporting data which should be considered by the Board: _____

SEE ATTACHED

10. Has an application for a conditional use permit been submitted in the past year? Yes ☒ (No) (Circle one)

If yes, what was the final result? _____



St. Johns County, FL

Apply for Exemptions

Sales Questionnaire Form

If you are a new owner of this property, please click here to submit a Sales Questionnaire

2021 TRIM Notice

Summary

Clicking Image Opens Cyclomedia Viewer In a New Tab

12/4/2020



Parcel ID 1692400000
Location Address 4TH ST
Neighborhood SAINT AUGUSTINE 32080-0000
Tax Description* A1A Beach Boulevard (COM) (717.02)
 2-5 CHAUTAUQUA BEACH LOTS 1 & 2 (EX RAW OF RD A1A) & LOTS 3 THRU 10 BLK 18 & VAC ALLEY LYING BETWEEN OR5013/35
*The Description above is not to be used on legal documents.
Property Use Code Vacant Commercial (1000)
Subdivision Chautauqua Beach Subdivision of the Anas
Sec/Twp/Rng 34-7-30
District City of St Augustine Beach (District 551)
Millage Rate 16.1681
Acreage 1.130
Homestead N

Owner Information

Owner Name Hvg Properties LLC 100%
Mailing Address 688 OCEAN PALM WAY
 SAINT AUGUSTINE, FL 32080-0000

****All agents must have notarized written authorization from the property owner(s)****
****Conditional use permits shall be recorded prior to issuance of the building/development permit****
**** Please note that if you are a resident within a development or subdivision that has covenants and restrictions, be aware that approval of this application by the City Commission or Comprehensive Planning and Zoning Board does not constitute approval for variation from the covenants and restrictions.****

Date: 5-16-2022

Conditional Use File #: CU2022-06

Applicant's name: Scott Petrova, Agent for HVG Properties LLC

Applicant's address: 688 Ocean Palm Way, St. Augustine Beach, Florida 32080

For conditional use permit at: lots 7-10, Block 18, Chautaugu Beach Subdivision, between 4th and 5th Streets

Charges

Application Fee: \$400.00 Date Paid: 5-16-2022

Legal Notice Sign: \$10.00 Date Paid: 5-16-2022

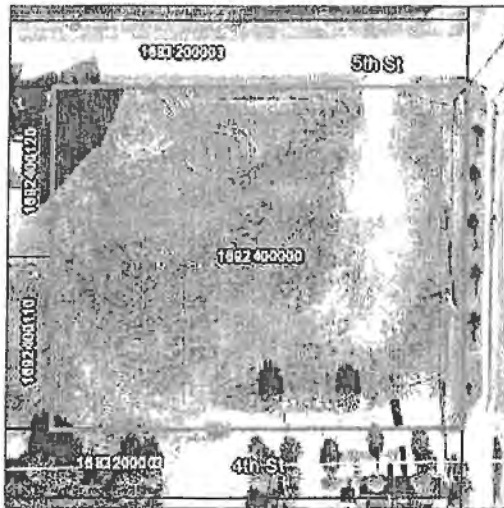
Received by: Bonnie Miller

Date: 5-16-2022

Invoice #: I2201287

Check # or type of credit or debit card: 1118

Map



Valuation Information

	2022
Building Value	\$0
Extra Features Value	\$0
Total Land Value	\$1,476,690
Agricultural (Assessed) Value	\$0
Agricultural (Market) Value	\$0
Just (Market) Value	\$1,476,690
Total Deferred	\$0
Assessed Value	\$1,476,690
Total Exemptions	\$0
Taxable Value	\$1,476,690

Values listed are from our working tax roll and are subject to change.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value	Ag (Assessed) Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value
2021	\$0	\$0	\$1,476,690	\$0	\$0	\$1,476,690	\$1,476,690	\$0	\$1,476,690
2020	\$0	\$0	\$937,584	\$0	\$0	\$937,584	\$842,349	\$95,235	\$842,349
2019	\$0	\$0	\$937,584	\$0	\$0	\$937,584	\$765,772	\$171,812	\$765,772
2018	\$0	\$0	\$937,584	\$0	\$0	\$937,584	\$696,156	\$241,428	\$696,156
2017	\$0	\$0	\$632,869	\$0	\$0	\$632,869	\$632,869	\$0	\$632,869
2016	\$0	\$0	\$632,869	\$0	\$0	\$632,869	\$632,869	\$0	\$632,869
2015	\$0	\$0	\$632,869	\$0	\$0	\$632,869	\$632,869	\$0	\$632,869
2014	\$0	\$0	\$632,869	\$0	\$0	\$632,869	\$632,869	\$0	\$632,869
2013	\$0	\$0	\$632,869	\$0	\$0	\$632,869	\$632,869	\$0	\$632,869
2012	\$0	\$0	\$632,869	\$0	\$0	\$632,869	\$632,869	\$0	\$632,869
2011	\$0	\$0	\$703,188	\$0	\$0	\$703,188	\$703,188	\$0	\$703,188
2010	\$0	\$0	\$1,250,112	\$0	\$0	\$1,250,112	\$1,250,112	\$0	\$1,250,112

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Vacant Commercial	201	0	49223	SF	\$1,476,690

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
8/10/2020	8/7/2020	\$1,800,000.00	WARRANTY DEED	<u>5013</u>	<u>35</u>	Q	V	MSB HOTELS II LLC	HVG PROPERTIES LLC
	9/18/2007	\$3,806,500.00	WARRANTY DEED	<u>2984</u>	<u>501</u>	U	V	PALM ROW DEVELOPMENT LLC	MSB HOTELS II LLC
	7/21/2005	\$3,100,000.00	WARRANTY DEED	<u>2495</u>	<u>37</u>	Q	V	CAM DEVELOPMENT COMPANY LLC	PALM ROW DEVELOPMENT LLC
	2/11/2005	\$2,200,000.00	WARRANTY DEED	<u>2388</u>	<u>635</u>	U	V	CARABETTA ARSENIO, NICOLINA (AKA/LINA)	CAM DEVELOPMENT COMPANY LLC
	3/18/1997	\$100,000.00	WARRANTY DEED	<u>1228</u>	<u>1618</u>	U	V	HALL ROBERT C	CARABETTA ARSENIO & LINA
	1/31/1996	\$100.00	QUIT CLAIM DEED	<u>1162</u>	<u>728</u>	U	V	HALL ROBERT C/GISELA	HALL ROBERT C

No data available for the following modules: Exemption Information, Building Information, Sketch Information, Extra Feature Information.

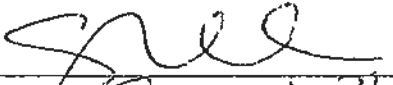
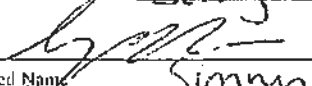
[User Privacy Policy](#)
[GDPR Privacy Notice](#)



[Last Data Upload: 5/12/2022, 3:34:03 AM](#)

In Witness Whereof, Grantor have hereunto set Grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:


Printed Name: Sangeeta Bhoola

Printed Name: Simon Bhoola

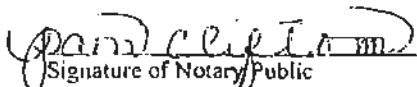
MSB HOTELS II, LLC,
a Florida limited liability company

By: ELITE HOSPITALITY LLC,
a Florida limited liability company
Its Manager

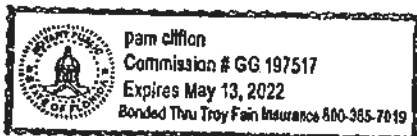
By: 
Manoj A. Bhoola, Manager

STATE OF FLORIDA
COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me by means of (X) physical presence or () online notarization this 7th day of August, 2020 by Manoj Bhoola, Manager of Elite Hospitality LLC a Florida limited liability company, Manager of MSB Hotels II, LLC, a Florida limited liability company who is personally known.


Signature of Notary Public

[NOTARY SEAL]



Prepared by and return to:

Jeffrey P. Brock, Esq.
Smith Bignman Brock, P.A.
444 Seabreeze Boulevard
Suite 900
Daytona Beach, FL 32118
(386) 254-6875
File No 08941.0134

{Space Above This Line For Recording Data}

WARRANTY DEED

(STATUTORY FORM – SECTION 689.02, F.S.)

This indenture made the 7th day of August, 2020 between MSB Hotels II, LLC, a Florida limited liability company, whose post office address is 45 Seton Trail, Ormond Beach, FL 32176, Grantor, to HVG Properties, LLC, a Virginia limited liability company, whose post office address is 688 Ocean Palm Way, St. Augustine, FL 32080, Grantee:

Witnesseth, that said Grantor, for and in consideration of the sum of TEN DOLLARS (U.S.\$10.00) and other good and valuable considerations to said Grantor in hand paid by said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said Grantee, and Grantee's heirs and assigns forever, the following described land, situate, lying and being in St. Johns, Florida, to-wit:

Lots 1 and 2 and Lots 3 through 10, inclusive, Block 18, CHAUTAUQUA BEACH SUBDIVISION OF THE ANASTASIA METHODIST ASSEMBLY GROUNDS, according to the plat thereof, recorded in Map Book 2, Page 5, Public Records of St. Johns County, Florida.

TOGETHER WITH that portion of unnamed 15 foot wide alley lying within said Block 18 and between said Lots 11 through 16, as vacated by City of St. Augustine Beach, Florida Ordinance No. 97-17, recorded in Official Records Book 1259, Page 110, said public records.

Together with all the teneiments, hereditaments and appurtenances thereto belonging or in anywise appertaining.

Subject to taxes for 2020 and subsequent years, not yet due and payable; covenants, restrictions, easements, reservations and limitations of record, if any.

TO HAVE AND TO HOLD the same in fee simple forever.

And Grantor hereby covenant with the Grantee that the Grantor is lawfully seized of said land in fee simple, that Grantor have good right and lawful authority to sell and convey said land and that the Grantor hereby fully warrant the title to said land and will defend the same against the lawful claims of all persons whomsoever.

[SIGNATURE PAGE FOLLOWS]

**City of St. Augustine Beach Building and Zoning Department
Owner Authorization Form**

2200 A1A SOUTH ST. AUGUSTINE BEACH, FLORIDA 32080
WWW.STAUGBCH.COM BUILDING & ZONING (904)471-8758 FAX (904) 471-4470

To: St. Augustine Beach Building and Zoning Department
2200 A1A South
St. Augustine Beach, Florida 32080

From: Owner Name(s) & Phone #: Harold Groome III for HVG Properties, LLC

Address: 688 Ocean Palm Way

City, State & Zip Code: St. Augustine, FL 32080

This is to advise you that I hereby give permission to:

Contractor/Agent Name(s) & Phone #: Scott Patrou and Michael Stauffer

Address: 460 A1A Beach Blvd.,

City, State, Zip Code: St. Augustine, FL 32080

Who is my contractor/agent, to perform the following on my behalf pertaining to an application for construction, development, land use, zoning, conditional use permit, special events permit, variance, or any other action pursuant to an application for:

For the Mixed Use Development application and Conditional use permits submitted for

Parcel id number: 1692400000

I hereby designate and authorize the agent listed above to act on my behalf, or on behalf of my corporation, as the agent in the processing of this application for approval to conduct any development authorized pursuant to this application and to furnish, on request, supplemental information in support of this application. In addition, I authorize the above-listed agent to bind me, or my corporation, to perform any requirements that may be necessary to procure such approval.

I hereby recognize that any duly authorized agent of City of Saint Augustine Beach (CoSAB) may enter and inspect any parcel of land for which a development approval or permit has been issued, or where there is a reasonable cause to believe that a development activity is being carried out, for the purpose of ascertaining the state of compliance with City Codes. The interiors of buildings shall not be subject to such inspections unless related to the enforcement of the building code. No person shall refuse immediate entry or access to any authorized representative of the CoSAB or one of the specified agencies who requests entry for the purpose of inspection and who presents appropriate credentials. No person shall obstruct, hamper or interfere with any such inspection. If requested, the owner or operator of the premises shall receive a report setting forth the facts and results of the compliance determination.

I further understand incomplete or false information provided on this form may lead to revocation of permits and/or termination of development activity.

Date: _____

Harold Vincent Groome III
Typed or Printed Name of Property Owner

[Signature]
Signature of Property Owner

State of Florida

County of: St. Johns

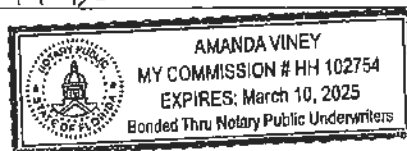
Subscribed and sworn before me this 27 day of May, 2022, by Harold Vincent Groome III

Who is/are personally known to me or who has/have produced FI DL as identification.

[Signature]
Signature of Notary Public, State of Florida

Typed or Printed Name: _____

My Commission Expires: _____



(Stamp or Seal)

MICHAEL STAUFFER
A r c h i t e c t

Memorandum

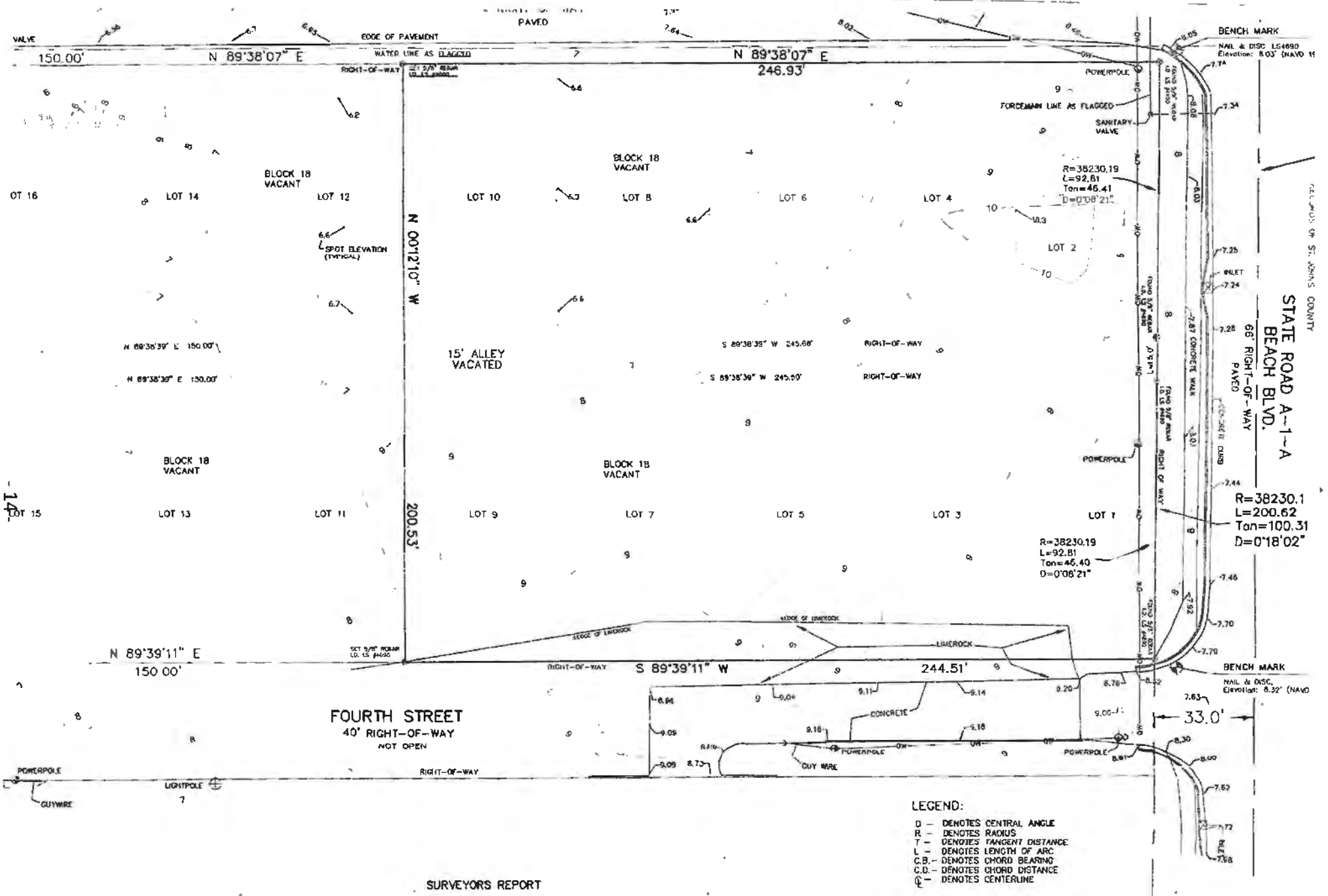
Date: May 12, 2022
To: St Augustine Beach Planning & Zoning Board
From: Michael Stauffer
RE: 4th and 5th Street – Lots 7-10

These lots are all zoned commercial per the city zoning map.

This Conditional Use permit is to allow for single-family residential on each of the four lots.

Houses will mee all the requirements of the City LDC including but not limited to:

- Setbacks for platted 50' x 93' lots
- Height at 35' max measured from one foot above the crown of the road
- Lot coverage at 35%
- Impervious surface ratio of 55% due to use of pervious pavers
- Parking requirements of two spots per lot (four actually provided)
- Other provisions as outlined in the LDC

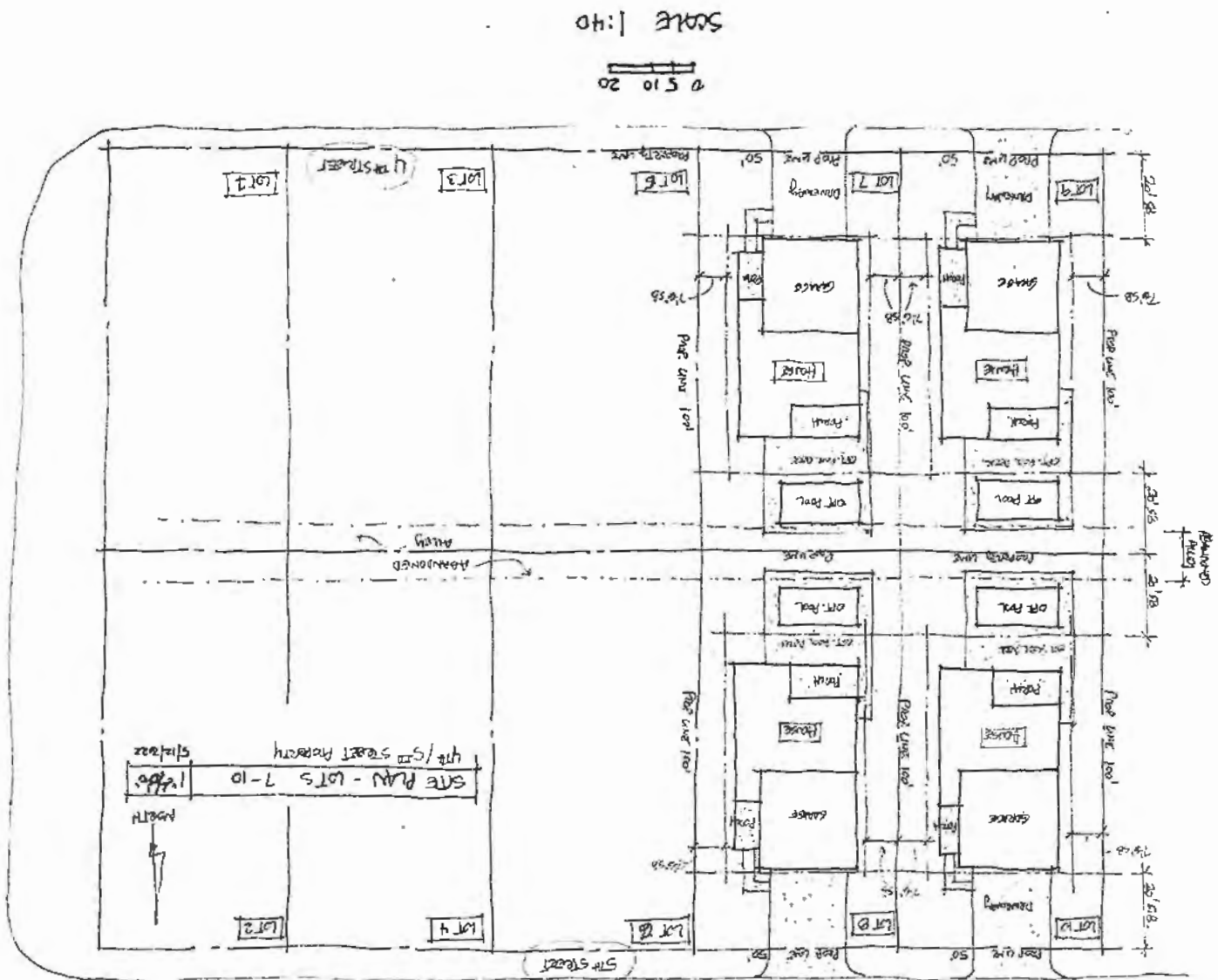


SURVEYORS REPORT

A CONTROL SURVEY WAS PERFORMED BY ME AFTER DISCOVERING THAT THERE ARE MULTIPLE VERSIONS AND OPINIONS OF WHERE THE LOT LINES ARE LOCATED. THERE ARE NO PERMANENT REFERENCE MONUMENTS IN PLACE FOR CHATAUQUA BEACH. THE EXTENTS OF THE SUBDIVISION WERE ESTABLISHED BY DETERMINING THE RIGHT-OF-WAYS OF "A" STREET AND 11th STREET AND THE EASTERLY BOUNDARY OF SEA OAKS SUBDIVISION. A DEFICIENCY OF ±7 FEET EXIST ALONG THE WESTERLY BOUNDARY OF CHATAUQUA BEACH, THEREFOR THIS SURVEY SHOWS THE PRORATED LOT, BEING THE INTENT OF THE PLAT THAT EVERY LOT WAS OF EQUAL SIZE.



FRONT ELEVATION	8'16"-1'8"
TURTLE FUND MODEL	9/20/2019





City of St. Augustine Beach Building and Zoning Department

To: Max Royle, City Manager
From: Jennifer Thompson, Planner
CC: Brian Law, Director of Building & Zoning; Bonnie Miller, Senior Planner
Date: June 22, 2022
Re: Conditional Use File No. CU 2022-06

At the Comprehensive Planning and Zoning Board meeting on June 21, 2022, Conditional Use File No. CU 2022-06 was reviewed. CU 2022-06 is an application for a conditional use permit for proposed new construction of four single family residences on four lots in a commercial land use district on Lots 7-10, Block 18, Chautauqua Beach Subdivision located between 4th and 5th Streets, east of 2nd Ave and west of A1A Beach Blvd.

The motion to recommend approval to allow single family residences to be built in the commercial zone, based on the requirements of the medium density zoning districts, as well as allowing an 18-month period to commence construction, was made by Chairperson Kevin Kincaid, and was seconded by Vice Chairperson Chris Pranis, and was approved 5-1 by voice vote, with member Hester Longstreet dissenting.

Sincerely,

Jennifer Thompson

Planner
Planning and Zoning Division

To: Commissioners of St. Augustine Beach

We the undersigned residents of 4th Street, St. Augustine Beach request that the City NOT extend 4th Street to 2nd Avenue. We would like 4th Street to end east of 2nd Avenue and not connect with 2nd Avenue similar to the way 8th Street is constructed.

Gail DeVries
200 4th St.

Louise Kulas PERK
203 4th St.

206 5th St

207 5th St

205 4th St James Harrison

206 4th St. Sherry Boer

205 4th St. Bonni Gammern

209 4th Rbt Hare

213 4th St. Janie Joy

213 4th St. John (Brunner)

211 4th St LINDA L. CAMPBELL,

211 4th St Nancy Matito

215 4th St

212 4th St

212 4th St

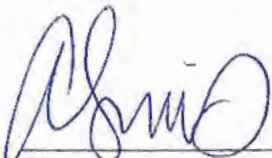
CJM (GREENFIELD)

Ryan Dixon

Alma Jesusa Lirio

To: Commissioners of St. Augustine Beach

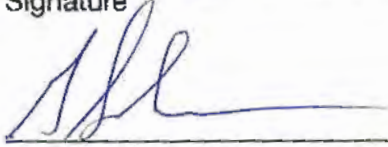
We the undersigned residents of St. Augustine Beach request that the City Not extend 4th Street to 2nd Avenue. We would like to see 4th Street end east of 2nd Avenue similar to the way 8th Street is configured. This would conserve the 2 blocks long span of green space that runs from 5th St. to 3rd St. along 2nd Avenue.



Signature

300 E St 32080

Address



Signature

300 E St 32080

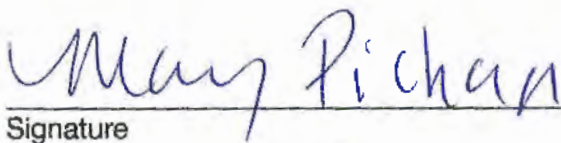
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Signature

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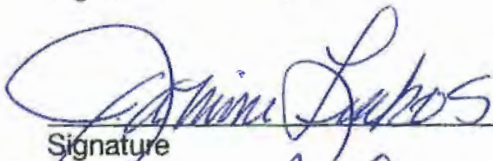
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Signature

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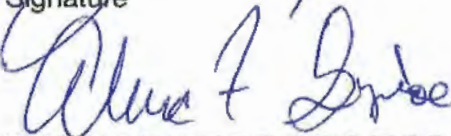
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Signature

333 OCEAN FOREST DR.

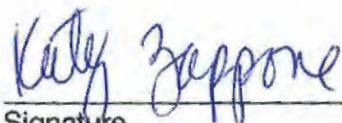
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Signature

212 4th St 32080

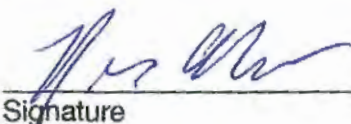
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Signature

212 3rd Street 32080

Address



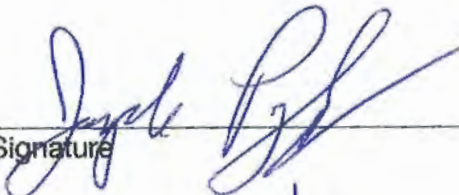
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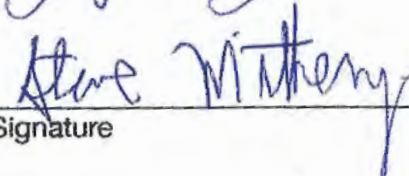
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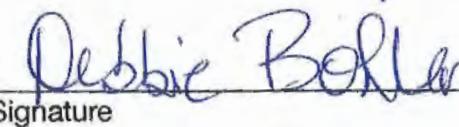
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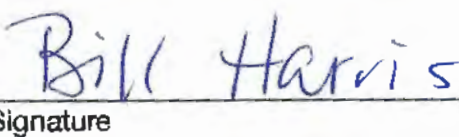
To: Commissioners of St. Augustine Beach

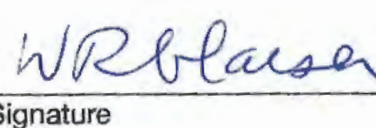
We the undersigned residents of St. Augustine Beach request that the City Not extend 4th Street to 2nd Avenue. We would like to see 4th Street end east of 2nd Avenue similar to the way 8th Street is configured. This would conserve the 2 blocks long span of green space that runs from 5th St. to 3rd St. along 2nd Avenue.

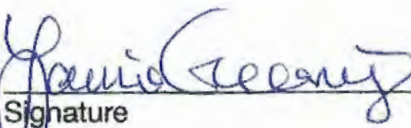
Signature  Address 109 3rd Street

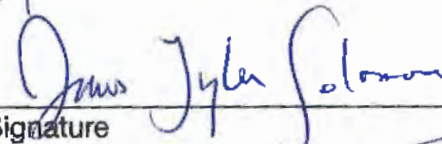
Signature  Address 17 Oak Drive

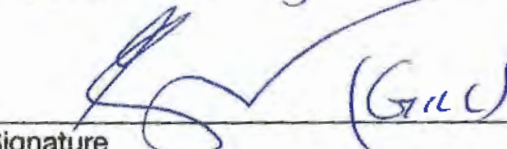
Signature  Address 404 Ridgeway

Signature  Address 404 Ridgeway

Signature  Address 508 F St.

Signature  Address 209 6th St

Signature  Address 216 10th

Signature  Address 701 Ocean Gate Ln
St. Augustine

To: Commissioners of St. Augustine Beach

We the undersigned residents of St. Augustine Beach request that the City Not extend 4th Street to 2nd Avenue. We would like to see 4th Street end east of 2nd Avenue similar to the way 8th Street is configured. This would conserve the 2 blocks long span of green space that runs from 5th St. to 3rd St. along 2nd Avenue.

Jamie Brown

Signature

211 11th St

Address

Taylor Brown

Signature

211 11th St.

Address

Kevin Ball

Signature

125 Kings Cherry LN

Address

Roberto C Moore

Signature

205B 6th St.

Address

Douglas Mele

Signature

47 OCEANWOODS DR

Address

Thomas Sabatino

Signature

113 2nd St

Address

Signature

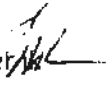
Address

Signature

Address

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny

FROM: Max Royle, City Manager 

DATE: June 20, 2022

SUBJECT: Ordinance 22-06, Final Reading, to Amend Prohibited Uses in the Land Development Regulations by Relaxing the Restrictions Concerning the Keeping of Bees

INTRODUCTION

This ordinance is the request from the Sustainability and Environmental Planning Advisory Committee, which wants to put bee pollinator boxes on City property, such as the Mickler Boulevard right-of-way. The Committee believes the boxes will provide resting/nesting places for bees and other insects. The boxes are not meant to be hives for honeybees to colonize and store honey.

When the City Planner, Ms. Jennifer Thompson, became aware of the Committee's proposal, she pointed out that Section 3.02.03.A.1 of the Land Development Regulations prohibits the "keeping, breeding, or raising of bees, insects, reptiles, horses, cattle, hogs and poultry" in the City. Therefore, as the pollinator boxes could be considered as a way to raise, breed or keep bees, the Regulations would have to be amended for the boxes to be legal.

The amendment is to prohibit the keeping, breeding or raising of bees for the production of honey, and to prohibit the keeping or raising of invasive insects.

ATTACHMENTS

Attached for your review is the following:

- a. Pages 1, the section of the minutes of SEPAC's April 7, 2022, meeting, when the Committee last discussed pollinator boxes. The topic had been discussed at several previous meetings.
- b. Pages 2-8, information that was submitted to the Planning Board for discussion at its May 17, 2022, meeting. The proposed ordinance is pages 6-7.

- c. Page 8, the memo from Ms. Thompson in which she states the Board's recommendation of the amendment that will allow the keeping, raising, etc., of non-honeybees and invasive insects.

At your June 6th meeting, you reviewed the recommendations and ordinance and passed the ordinance on second reading.

ACTION REQUESTED

It is that you have the public reading and approve Ordinance 22-06 on its third and final reading.

Excerpt from the minutes of SEPAC's April 7, 2022, meeting

Member Krempasky advised that SEPAC wanted to set up pollinator boxes on Mickler Boulevard to attract bees and that City Planner, Jennifer Thompson, has interpreted that portion of the Code to be considered "beekeeping". She believes that part of the Code referred to agricultural uses, and that SEPAC is on the April 19th CPZB agenda to request a change to the Code. She said that Dr. Kaczmarsky advised her about the European Honeybee and the Western Honeybee which are used for honey production and that there are around 315 native bees in Florida. She asked Member Miller if she would make the presentation to the Board. Member Miller advised that she would have to check her calendar. Member Krempasky advised that she has pulled together a flyer titled, "Meet the Bees of N.E. Florida", and that they do not generally sting or swarm. Member Miller advised that there are different types of bees, some swarm, others do not keep to a colony and do not respond to a threat. She said that a pollinator box does not necessarily indicate bees, it could attract butterflies, or other insects that spread pollen, and they are not beehives or being used for rearing bees. She suggested to identify that pollinator boxes as being not specific to bees, that there are non-stinging bees, and that the pollinator will not necessarily be attracting bees to that area because the bees are already there. Member Krempasky said that the boxes would just provide a habitat for them and that some bees nest on the ground. Member Miller suggested saying "the keeping or raising of bees for agricultural purposes" because there are probably bees, other than the European Honeybee, that are used for agriculture and honey production and that she could email her suggestion. City Clerk Fitzgerald advised that contact outside of a meeting is very limited. Vice Chair Cloward said that she could send her suggestion directly to the CPZB and then speak at the meeting. Member Krempasky advised what she has already submitted (Exhibit A). Member Miller suggested saying "keeping, breeding, or raising of bees used for honey production". Member Krempasky advised that she would see if she could catch it and that Dr. Kaczmarsky asked to add "harmful insects" because we do not want to prohibit beneficial insects. Chair Bandy said that people might think that bees are harmful. Member Miller said that "harmful" could be interpreted differently and suggested to say "invasive insects" which means they are not native."



City of St. Augustine Beach Building and Zoning Department

To: Comprehensive Planning & Zoning Board
From: Jennifer Thompson, Planner
CC: Brian Law, Director of Building and Zoning & Bonnie Miller, Sr. Planner
Date: April 27, 2022
Re: Proposed Code Change for Prohibited Uses, Section 3.02.03 A. 1

At the Comprehensive Planning and Zoning Meeting on April 19th, 2022, SEPAC Member Sandra Krempasky proposed a code change to the City's Land Development Regulations, section 3.02.03 A. 1. Prohibited Uses.

The Planning and Zoning Board agreed unanimously that the proposed code changes be added to the agenda for the May 17th, 2022, Planning and Zoning Board meeting, during which time the board will discuss and recommend their changes of the code to the City Commission.

Sincerely,

Jennifer Thompson

Planner
Planning and Zoning Division



City of St. Augustine Beach Building and Zoning Department

To: Comprehensive Planning & Zoning Board
From: Jennifer Thompson, Planner
CC: Brian Law, Director of Building and Zoning & Bonnie Miller, Sr. Planner
Date: April 7, 2022
Re: Sustainability & Environmental Planning Advisory Committee Request for Code Change

On March 7th, 2022, SEPAC Member Sandra Krempasky proposed a code change to the City's Land Development Regulations, section 3.02.03 Prohibited Uses. The current code is:

A. In addition to the uses prohibited under section 3.02.02 and Table 3.02.02, and other provisions of this Code, the following uses are prohibited:

1. Keeping, breeding, or raising of bees, insects, reptiles, pigs, horses, cattle, goats, hogs, or poultry.

The proposed change was in response to a request for bee pollinator boxes on City property by SEPAC. Attached is Member Krempasky's email request as well as section 3.023.03 A. 1 of the City's Land Development Regulations.

Sincerely,

Jennifer Thompson

Planner
Planning and Zoning Division

New Version

From: Sandra Krempasky <sandra.krempasky@gmail.com>

Sent: Friday, April 8, 2022 11:18 AM

To: Max Royle <mroyle@cityofsab.org>; Brian Law <blaw@cityofsab.org>

Cc: Bonnie Miller <bmillier@cityofsab.org>; Dariana Fitzgerald <dfitzgerald@cityofsab.org>

Subject: Revised Amendment to Code

CAUTION: This message originated from outside of your organization. Clicking on any link or opening any attachment may be harmful to your computer or the City. If you do not recognize the sender or expect the email, please verify the email address and any attachments before opening. If you have any questions or concerns about the content, please contact IT staff at IT@cityofsab.org.

Mr. Royle and Mr. Law:

Good morning! At the SEPAC meeting last night, Member Miller suggested rewording the proposed change to the code. If it's not too late, we would like to use the wording below.

A. In addition to the uses prohibited under section 3.02.02 and Table 3.02.02, and other provisions of this Code, the following uses are prohibited:

1. Keeping, breeding, or raising of bees used for the production of honey, invasive insects, reptiles, pigs, horses, cattle, goats, hogs, or poultry.

If it's too late, perhaps I can bring the new wording to the PZB meeting or we can move it to the following month. Thank you for your consideration.

Sandra

Sec. 3.02.03. Prohibited uses.

A. In addition to the uses prohibited under section 3.02.02 and Table 3.02.02, and other provisions of this Code, the following uses are prohibited:

1. Keeping, breeding, or raising of bees used for the production of honey, invasive insects, reptiles, pigs, horses, cattle, goats, hogs, or poultry.

(Ord. No. 18-07 , § 1(Exh. 1), 5-7-18; Ord. No. 21-01 , § 4, 4-5-21)

ORDINANCE NO. 22-06

**AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH
AMENDING SECTION 3.02.03 OF THE LAND DEVELOPMENT
REGULATIONS REGARDING PROHIBITED USES BY RELAXING
RESTRICTIONS ON KEEPING BEES.**

WHEREAS, Section 3.02.03, City of St. Augustine Beach Code, restricts certain uses; and

WHEREAS, Section 3.02.03(A)(1), City of St. Augustine Beach Code, restricts the
“keeping, breeding, or raising of bees...”; and

WHEREAS, The City of St. Augustine Beach has been given a proposal to relax the
language as it relates to the keeping of bees; and

WHEREAS, this ordinance will not affect any other portion of section 3.02.03; and

WHEREAS, the City Commission finds that it is in the best interests of the citizens of
Saint Augustine Beach, Florida to amend Section 3.02.03(A)(1) to only restrict the keeping,
breeding, or raising of bees for the production of honey;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF ST. AUGUSTINE
BEACH:** That Section 3.02.03 is amended by adding language attached as **EXHIBIT “A”** and
made a part of this ordinance as if set forth in full.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Commission
of the City of Saint Augustine Beach, Florida this ____ day of _____ 2022.

MAYOR

ATTEST:

CITY CLERK

EXHIBIT “A”

PROHIBITED USES

Sec. 3.02.03. - Prohibited uses.

A. In addition to the uses prohibited under section 3.02.02 and Table 3.02.02, and other provisions of this Code, the following uses are prohibited:

1. Keeping, breeding, or raising of bees used for the production of honey, invasive insects, reptiles, pigs, horses, cattle, goats, hogs, or poultry.



City of St. Augustine Beach Building and Zoning Department

To: Max Royle, City Manager

From: Jennifer Thompson, Planner

CC: Brian Law, Director of Building and Zoning & Bonnie Miller, Sr. Planner

Date: May 18, 2022

Re: Ordinance No. 22- 06, pertaining to pertaining proposed code change to the City of St. Augustine Beach Land Development Regulations, Article III, Section 3.02.03 A 1., changing wording regarding bees and insects.

At the Comprehensive Planning and Zoning Board meeting on May 17, 2022, the Comprehensive Planning and Zoning Board reviewed draft ordinance no. 22- 06, pertaining to a proposed code change to the City of St. Augustine Beach Land Development Regulations, Article III, Section 3.02.03 A.1, changing wording regarding bees and insects.

Board Member Hester Longstreet made the motion to accept the proposed changes to section 3.02.03 A.1 as written. Member Gary Smith seconded the motion which passed by a unanimous voice vote 6-0.

Sincerely,


Jennifer Thompson

Planner

Planning and Zoning Division

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny

FROM: Max Royle, City Manager 

DATE: June 27, 2022

SUBJECT: Ordinance 22-08, Second Reading, to Amend the Land Development Regulations to Increase the Number of Transient Rental Licenses from 100 to 123

Attached as pages 1-3 is information that the Comprehensive Planning and Zoning Board reviewed at its June 21st meeting concerning this topic.

Attached as page 4 is a memo from the City Planner, Ms. Jennifer Thompson, in which she states the Board's recommendation by a 6-0 vote that the number of licenses not be increased. Ms. Thompson lists in her memo the Board's reasons for its recommendation.

SUPPLEMENTAL INFORMATION

It is from the Police Department (pages 5-7) and shows the number of complaints from 2020 to present that the Department has received concerning vacation rentals. This information is provided because one of the reasons stated by the Planning Board for its motion to deny the increase in the number of vacation rental licenses is the lack of information about complaints, police reports and code cases against currently licensed vacation rentals.

ACTION REQUESTED

It is that you discuss the Board's recommendation and that you decide whether or not to pass Ordinance 22-08 on second reading.

If you do, the Ordinance will have its second public hearing and final reading at your August 1st meeting.



City of St. Augustine Beach Building and Zoning Department

To: Comprehensive Planning and Zoning Board
From: Jennifer Thompson, Planner
CC: Brian Law, Director of Building and Zoning; Bonnie Miller, Senior Planner
Date: June 15, 2022
Re: Suggested Code Update, Transient Lodging Establishments Section 3.09.00

The City Commission has directed staff to draft a code update of the City's Land Development Regulations Article III, Section 3.09.00 A. Currently the code states that: *"This ordinance shall not be applicable or be taken to authorize the establishment or operation of more than a total of one hundred (100) individual transient lodging establishments within medium density residential districts within the city."*

The City Commission has expressed that the original intent of the code, which was written in 2008, was to allow twenty percent (20%) of medium density land use districts to operate as transient lodging establishments. City staff has concluded that the number of single-family residences currently in the medium density land use districts is twenty percent (20%) of 611 would roughly come to 123.

Attached is the Draft Code Update as prepared by the City Attorney for first public hearing.

Sincerely,

Jennifer Thompson

Planner
Planning and Zoning Division

ORDINANCE 22-08

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA, RELATING TO RESIDENTIAL RENTALS, PROVIDING FOR APPLICABILITY; AUTHORIZING RENTALS OF LESS THAN THIRTY DAYS WITHIN MEDIUM DENSITY ZONING DISTRICTS IN LIMITED NUMBERS; AND PROVIDING FOR AN EFFECTIVE DATE;

WHEREAS, it is advisable to provide a Business Tax Receipt for residential rentals as defined below, including the rental of single-family units, and to establish a system whereby rental properties are certified meeting certain minimum housing and development standards, and to provide for additional inspection and enforcement proceedings and the revocation of the Business Tax Receipt in the event of non-compliance with these provisions; and

WHEREAS, the City Commission has determined that there are presently operating a limited number of Transient Lodging Facilities within Medium Density Residential Districts of the City;

WHEREAS, the City Commission, after public hearings, receipt of the recommendations of the Comprehensive Planning and Zoning Board, and comments by affected citizens, has determined that additional Transient Lodging Facilities as herein after defined are an appropriate use within Medium Density Land Use Districts when limited in numbers;

WHEREAS, the City Commission's purpose of the transient rental ordinance was to establish that twenty (20) percent of the medium density area could serve as transient rental properties;

WHEREAS, this ordinance serves as a correction and not an amendment;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE BEACH, FLORIDA:

Section 1. The Land Development Regulations of the City be amended to read as follows:

Section 3.09.01 Transient Lodging Facilities within Medium Density Land Use Districts.

A. Applicability.

This section shall be applicable to the rental of all attached dwellings, detached dwellings, dwelling units, and accessory buildings, provides for the allowing of transient lodging establishments within medium density land use districts within the City of St. Augustine Beach, but shall not apply to hotels, motels, resort condominiums, or bed and breakfast inns as defined in these Land Development Regulations, nor to manufactured housing as defined in F.S. § 320.01(2)(b). The term transient lodging establishments is defined in section 2.00.00 of these land development regulations, and which have been appropriately licensed by the State of Florida. This ordinance shall not be applicable or be taken to authorize the establishment or operation of more than a total of ~~one hundred (100)~~ one hundred twenty-three (123) individual transient lodging establishments within medium density residential districts within the city. In the event that there shall be less than a total of ~~one hundred (100)~~ one hundred twenty-three (123) individual lodging facilities within medium density residential districts, new units may be given priority by date of application for a business tax receipt with the office of city manager.

Section 2. This ordinance shall take effect upon passage.

Passed by the City Commission of the City of St. Augustine Beach upon second reading as amended this ____ day of _____ 2022.

City Commission of the City of

St. Augustine Beach, Florida

BY: _____

Mayor-Commissioner

ATTEST: _____

City Manager



City of St. Augustine Beach Building and Zoning Department

To: Max Royle, City Manager
From: Jennifer Thompson, Planner
CC: Brian Law, Director of Building & Zoning; Bonnie Miller, Senior Planner
Date: June 22, 2022
Re: First Public Hearing for Review of Draft Ordinance No. 22-08, Pertaining to Transient Rentals

At the Comprehensive Planning and Zoning Board meeting on June 21, 2022, the first public hearing for review of draft ordinance No. 22-08 was heard by the board. This ordinance pertained to corrections of the City of St. Augustine Beach Land Development Regulations, Article III, Section 3.09.00 to propose an increase in the maximum number of 100 transient rentals allowed in medium density residential districts to a maximum of 123 transient rentals.

Vice Chairperson Chris Pranis made the motion to deny the proposed increase of transient rentals in the medium density areas. Member Larry Einheuser seconded the motion which passed by a unanimous voice vote 6-0.

The Comprehensive Planning and Zoning Board listed several reasons for denial, some of which were:

- lack of public input and citizen interaction regarding the topic
- lack of information such as complaints, police reports, and code cases against rentals
- effects such as integrity of the community and impacts on quality of life for citizens
- intent to funnel transient visitors into hotels and motels

Sincerely,

Jennifer Thompson

Planner
Planning and Zoning Division

SABPD VACATION RENTAL ACTIVITY

2020-2022

Street #	Street Name	Complaint Type					Totals
		Alarm	Noise	911	Parking	Disturbance	
1	1st Lane		1	3			4
105	1st Street						0
106	1st Street						0
109	1st Street Unit A						0
109	1st Street Unit C			1			1
109	1st Street Unit D						0
11	2nd Street			2			2
108	2nd Street		1		1		2
10	3rd Street		6	3	2		11
104	3rd Street			1			1
105	3rd Street				1		1
17	4th Street Unit A						0
8	5th Street	1		1			2
12	8th Street			1			1
108	9th Street			1	4		5
110	9th Street						0
102	10th Street		1				1
105	10th Street						0
106	10th Street						0
107	10th Street						0
104	11th Street						0
106	11th Street Unit A			1			1
107	11th Street Unit B						0
108	11th Street						0
14	12th Street Unit C						0
209	12th Street			1			1
210	12th Street						0
12	13th Street		1				1
107	13th Street						0
112	13th Street			1			1
103	A Street Unit A & B						0
107	A Street Unit A & B						0
108	A Street Unit A & B					1	1
108	A Street Unit D						0
106	B Street			1			1
109	B Street Unit A & B					1	1
11	C Street						0
104	C Street					1	1
108	C Street			1		1	2
12	D Street Unit A						0
13	D Street						0
106	D Street						0
17	E Street		1				1
12	F Street			1			1
14	F Street			1			1
16	F Street					1	1
105	F Street				2		2
108	F Street						0
109/111	F Street				2	1	3
301	A1A Beach Blvd			4	1		5
670	A1A Beach Blvd Unit C						0
670	A1A Beach Blvd Unit D						0
731	A1A Beach Blvd Unit C & D						0
802	A1A Beach Blvd			2			2
106	Anastasia Lodge Drive						0
110	Anastasia Lodge Drive			1			1
118	Anastasia Lodge Drive						0
125	Anastasia Lodge Drive						0
130	Anastasia Lodge Drive		1				1
131	Anastasia Lodge Drive Unit A & B						0
132	Anastasia Lodge Drive						0
120,122,124	Anastasia Lodge Drive						0
2	1st Lane		1		1	1	3
3	1st Street		1	1			2

Street #	Street Name	Complaint Type					Totals
		Alarm	Noise	911	Parking	Disturbance	
5	1st Street	3			1		4
203	1st Street		3	1			4
1	2nd Lane	2	1	2			5
1	2nd Street		1	2	1		4
10	2nd Street Unit C & D						0
2.5	3rd Street						0
4	3rd Street			2			2
6	3rd Street			4	1	1	6
7	3rd Street		1	4			5
8	3rd Street Unit A						0
11	3rd Street						0
1	4th Street Unit B						0
3	4th Street						0
7	4th Street						0
13	4th Street				1		1
2	5th Street			2			2
6	5th Street						0
12	5th Street		1			1	2
4	6th Street						0
8	6th Street			1			1
11	6th Street					1	1
7	7th Street						0
203	7th Street						0
211	8th Street		1			2	3
214	8th Street Unit A & B						0
2	9th Street			8			8
2	9th Street Unit A			1			1
2	9th Street Unit B						0
8	9th Street Apt. C						0
116	9th Street						0
205	9th Street						0
210	9th Street						0
211	9th Street Unit A			1			1
212	9th Street		1				1
213	9th Street	1					1
4	10th Street						0
6	10th Street			3		1	4
109	10th Street						0
110	10th Street						0
1	11th Street			2	2		4
4	11th Street			1		1	2
5	11th Street				1		1
8	11th Street						0
203	11th Street			1			1
2	12th Lane			3			3
3	12th Lane						0
1	12th Lane						0
2	12th Lane			3			3
3	12th Lane						0
1	12th Street			1	2		3
2	12th Street			2	1		3
6	12th Street						0
10	12th Street			2			2
1	13th Lane			1			1
1	13th Street			1			1
3	13th Street					1	1
5	13th Street						0
10	13th Street						0
2	15th Street			3			3
6	15th Street			1			1
7	15th Street			1			1
10	15h Street						0
115	15th Street						0
1	A Street						0
1.5	A Street						0
5	A Street			1			1
10	A Street			1	1	1	3

Street #	Street Name	Complaint Type					Totals
		Alarm	Noise	911	Parking	Disturbance	
205	A Street			1			1
4	B Street			1			1
7	B Street			1			1
8	B Street						0
11	B Street						0
108	B Street			1			1
202	B Street						0
208	B Street						0
210	B Street						0
212	B Street						0
1	C Street						0
4	C Street						0
5	C Street	1		1			2
12	C Street						0
205	C Street						0
206	C Street						0
208	C Street						0
209	C Street						0
1.5	D Lane						0
2	D Street	3		1	1		5
6	D Street Unit B						0
7	D Street			1			1
10	D Street			1			1
11	D Street			1			1
1-A	D Street						0
1	E Street			5	1		6
112	E Street						0
202	E Street						0
4	F Street				1		1
6	F Street				2		2
285	F Street						0
4	Atlantic Oaks Circe						0
72	Atlantic Oaks Circe		1				1
108	Bay Bridge Drive						0
6	Lisbon Street						0
10	6th Street						0
214	9th Street			1			1
206	10th Street						0
3	E Street						0
2	F Street		2		3	1	6
		Alarm	Noise	911	Parking	Disturbance	Totals
		11	26	98	33	17	185

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: BUDGET RESOLUTION 22-09
DATE: 6/20/2022

The above referenced budget resolution is requested to modify the current ARPA Budget for the purchase of a Brush Hawg C-Model Ford F-750 Claw Truck.

The purchase of the of the Brush Hawg truck is necessary as our current yard debris truck requires a substantial repair and it is slated for replacement in the upcoming budget year. While this vehicle was not on the original ARPA list, we will be removing the purchase of water tanker truck. Removing the water truck and the savings in the cost of the trailer originally listed as ARPA purchases will allow us to cover the cost and save more than \$15,000 in repairs to the old truck.

Please let me know if more information is needed.

BUDGET RESOLUTION 22-09

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY**

**RE: TO AMEND THE FY2022
ARPA FUND BUDGET**

The City Commission does hereby approve the transfer and appropriation from within the Fiscal Year 2021-2022 ARPA Fund Budget as follows:

INCREASE: Account 320-331-510 (ARPA Funds-Revenue Other Financial Assistance) in the amount of \$162,000 which will increase the appropriation in this account to \$1,692,000.

INCREASE: Account 320-3400-534-6410 (ARPA Funds-Garbage Vehicles) in the amount of \$162,000 which will increase the appropriation in this account to \$662,000.

RESOLVED AND DONE, this 11th day of July 2022 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

Mayor – Commissioner

ATTEST:

City Manager

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: BUDGET RESOLUTION 22-10 & 22-11
DATE: 6/23/2022

The above referenced budget resolutions are requested to adjust the current year budget. Throughout the year it is necessary to adjust the accounts and amounts in the current budget to reflect how expenses and revenues are recorded. The attached resolutions transfer revenues and expenses between Road & Bridge and General Funds to reflect interest revenues, loan principle and loan interest expenses. The net of these adjustments amounts to an increase in revenue from interest on the State Board of Administration.

If there are any questions, please let me know.

BUDGET RESOLUTION 22-10

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY**

**RE: TO AMEND THE FY2022
ROAD & BRIDGE FUND BUDGET**

The City Commission does hereby approve the transfer and appropriation from within the Fiscal Year 2021-2022 ARPA Fund Budget as follows:

INCREASE: Account 101-361-200 (R&B Fund-Interest on Board of Administration) in the amount of \$15.00 which will increase the appropriation in this account to \$15.00.

INCREASE: Account 101-4100-541-9000 (R&B Fund-Transfer to General Fund) in the amount of \$15.00 which will increase the appropriation in this account to \$218,627.

INCREASE: Account 101-337-300 (R&B Fund-Local Gov't Unit Grant-Physical Env) in the amount of \$167,366 which will increase the appropriation in this account to \$167,366.

INCREASE: Account 101-4100-541-7100 (R&B Fund-Loan Principle) in the amount of \$128,004 which will increase the appropriation in this account to \$128,004.

INCREASE: Account 101-4100-541-7200 (R&B Fund-Loan Interest) in the amount of \$39,362 which will increase the appropriation in this account to \$39,362.

RESOLVED AND DONE, this 11th day of July 2022 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.

Mayor – Commissioner

ATTEST:

City Manager

BUDGET RESOLUTION 22-11

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY**

**RE: TO AMEND THE FY2022
GENERAL FUND BUDGET**

The City Commission does hereby approve the transfer and appropriation from within the Fiscal Year 2021-2022 ARPA Fund Budget as follows:

DECREASE: Account 001-361-201 (General Fund-Interest on Board of Administration RB) in the amount of \$12.00 which will increase the appropriation in this account to \$0.00.

DECREASE: Account 001-8100-581-9120 (General Fund-Emergencies & Contingencies) in the amount of \$12.00 which will increase the appropriation in this account to \$95,200.99.

DECREASE: Account 001-337-301 (General Fund-Local Gov't Unit Grant-Ph Environment R&B) in the amount of \$167,366 which will increase the appropriation in this account to \$0.00.

DECREASE: Account 001-4100-541-7100 (General Fund-R&B Loan Principle) in the amount of \$120,793 which will increase the appropriation in this account to \$0.00.

DECREASE: Account 001-4100-541-7200 (General Fund-R&B Fund-Loan Interest) in the amount of \$46,572.00 which will increase the appropriation in this account to \$0.00.

INCREASE: Account 001-381-100 (General Fund-Transfer from R&B Fund) in the amount of \$15.00 which will increase the appropriation in this account to \$218,627.

INCREASE: Account 001-4100-541-5310 (General Fund-R&B Streets & Rights of Way) in the amount of \$15.00 which will increase the appropriation in this account to \$55,815.

RESOLVED AND DONE, this 11th day of July 2022 by the City Commission of the City of St Augustine Beach, St. Johns County, Florida.


Mayor – Commissioner

ATTEST:

City Manager

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny

FROM: Max Royle, City Manager 

DATE: June 7, 2022

SUBJECT: Resolution 22-05, to Have Canvassing of Vote-by-Mail Ballots for the August 2022 Primary Election Done by the St. Johns County Supervisor of Elections

Section 2-2 of the City Charter states that the "canvassing and certification of ballots cast by absent qualified voters shall be performed by the Supervisor of Elections of St. Johns County or the city manager, and by the county canvassing board or the city commission. For each election, the city commission shall pass a resolution designating who will perform such duties in respect to the absentee ballots."

Since August 1992, the City Commission for each election has passed a resolution, designating the Supervisor of Elections as the office to canvass and certify the absentee ballots, which are now called vote-by-mail ballots.

Resolution 22-05 (attached) will provide that designation for the August 2022 primary.

RESOLUTION 22-05

CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY
FLORIDA

RE: HAVING CANVASSING AND
CERTIFICATION OF VOTE-BY-MAIL BALLOTS
CAST IN THE AUGUST 2022 PRIMARY
ELECTION DONE BY SUPERVISOR OF
ELECTIONS AND COUNTY CANVASSING
BOARD

The City Commission of St. Augustine Beach, St. Johns County, Florida, in regular meeting duly assembled on Monday, July 11, 2022, resolves as follows:

WHEREAS, the primary election for 2022 is scheduled for August 23, 2022; and

WHEREAS, Section 2-2 of the City Charter requires the City Commission to designate who is to canvass and certify the vote-by-mail ballots for each election.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of St. Augustine Beach, St. Johns County, Florida, designates the St. Johns County Supervisor of Elections and the County Canvassing Board to canvass and certify the vote-by-mail ballots cast in the August, 2022, primary election.

RESOLVED AND DONE, this 11th day of July, 2022, by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida.

Mayor Don Samora

ATTEST:

City Manager Max Royle

MEMORANDUM

Date: July 1, 2022

To: Max Royle, City Manager

From: William Tredik, P.E., Public Works Director

Subject: Project Updates – Matthews Design Group
Ocean Walk Resiliency Improvements
A Street / 1st Street West Parking Lot

DISCUSSION

Matthews Design Group will present updates on the design of the following projects:

- **Ocean Walk Subdivision Resiliency Improvements** – Consultant will present and discuss 30% design plans and solicit input from the Commission and public prior to moving to final project design and permit submittals.
- **A Street / 1st Street West Parking Lot** – Consultant will present alternate alignments and considerations for the parking lot and solicit input from the Commission and public prior to moving into full design.

ACTIONS REQUESTED

Ocean Walk - No formal action requested.

A Street / 1st Street West Parking Lot – Commission preference for parking lot alignment/geometry.

ST. JOHNS COUNTY UTILITY DEPARTMENT (SJCUD) GENERAL NOTES

GENERAL:

- TWO (2) COPIES OF THE SHOP DRAWINGS (STAMPED APPROVED BY THE ENGINEER) SHALL BE SUBMITTED TO SJCUD FOR REVIEW PRIOR TO SCHEDULING THE MANDATORY PRE-CONSTRUCTION CONFERENCE. THE INITIAL SHOP DRAWING REVIEW BY SJCUD WILL BE COMPLETED WITHIN FIFTEEN (15) WORKING DAYS. SUBSEQUENT SHOP DRAWING REVIEWS WILL BE COMPLETED WITHIN TEN (10) WORKING DAYS.
- A PRE-CONSTRUCTION CONFERENCE IS REQUIRED WITH THE DEVELOPER, THE ENGINEER OF RECORD, THE UTILITY CONTRACTOR, AND THE SJCUD PRIOR TO THE START OF ANY CONSTRUCTION. A PRE-CONSTRUCTION CONFERENCE WITH SJCUD IS REQUIRED REGARDLESS OF OTHER AGENCIES REQUIREMENTS.
- ALL WATER, SEWER, AND/OR REUSE CONSTRUCTION SHALL BE PERFORMED BY A CONTRACTOR LICENSED UNDER THE PROVISIONS OF CHAPTER 489, FLORIDA STATUTES. A COPY OF THE CONTRACTOR'S GENERAL LICENSE AND/OR UNDERGROUND UTILITY LICENSE SHALL BE PROVIDED AT THE PRE-CONSTRUCTION CONFERENCE.
- THE CONTRACTOR IS RESPONSIBLE FOR INSPECTING THE SITE PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFICATION OF ALL LOCATIONS & ELEVATIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION.
- THE CONTRACTOR(S) SHALL LOCATE, VERIFY, AND IDENTIFY ALL EXISTING UTILITIES AND UNDERGROUND UTILITIES SHOWN OR NOT SHOWN ON THE PLANS PRIOR TO ANY EXCAVATING ACTIVITIES AND TAKE ALL MEASURES NECESSARY TO PROTECT UTILITIES DURING CONSTRUCTION. SHOULD ANY UTILITY LINE OR COMPONENT BECOME DAMAGED OR REQUIRE RELOCATION, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE AFFECTED UTILITY COMPANY, ENGINEER OF RECORD, COUNTY, AND SJCUD.
- THE WATER, SEWER, AND/OR REUSE SYSTEM SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE SJCUD APPROVED CONSTRUCTION DRAWINGS AND SPECIFICATIONS. THERE IS ANY DEVIATION FROM THE APPROVED CONSTRUCTION DRAWINGS OR SPECIFICATIONS, WITHOUT PRIOR AUTHORIZATION AND CONSENT FROM THE SJCUD, THE CONTRACTOR SHALL REMOVE THE DEVIATION AND RESTORE IT TO THE APPROVED CONSTRUCTION DRAWING CONFIGURATION AT NO EXPENSE TO THE SJCUD. ANY DEVIATIONS FROM THE APPROVED DOCUMENTS WILL DELAY THE COC SUBMITTAL PROCESS.
- THE CONTRACTOR SHALL FIELD VERIFY THE CONNECTION POINTS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. ALL DISCREPANCIES SHALL BE REPORTED TO THE ENGINEER OF RECORD AND SJCUD IMMEDIATELY.
- EXISTING UTILITIES SHOWN ON THESE PLANS HAVE BEEN LOCATED PER AVAILABLE MEANS WITHOUT EXCAVATION.
- VERTICAL LOCATIONS OF ALL UTILITIES (EXCLUDING EXISTING STORM SEWERS) SHOWN ON PLAN AND PROFILE SHEETS HAVE BEEN REFERENCED TO A BENCH MARK SHOWN ON THE UTILITY PLANS. CONTRACTOR SHALL EXERCISE CAUTION DURING EXCAVATION. NEAR EXISTING UTILITIES SHOWN ON THE PLANS AND NOTIFY THE ENGINEER IF LOCATION DIFFERS FROM THAT SHOWN ON THE PLANS BEFORE CONTINUING WITH CONSTRUCTION.
- SHOULD CONDITIONS VARY FROM THOSE SHOWN ON THESE PLANS, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER AND SJCUD PRIOR TO CONTINUING CONSTRUCTION.
- THE CONTRACTOR SHALL PROTECT SURVEY MARKERS, MONUMENTS, ETC. DURING CONSTRUCTION. THE CONTRACTOR SHALL RESTORE/REPLACE, AT NO ADDITIONAL EXPENSE TO THE OWNER, ANY DAMAGE DONE BY CONSTRUCTION ACTIVITIES.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO EXISTING UTILITIES CAUSED BY HIS OPERATIONS. ANY DAMAGE SHALL BE REPLACED/REPAIRED BY THE CONTRACTOR AT NO ADDITIONAL EXPENSE TO THE OWNER.
- THE CONTRACTOR SHALL COORDINATE ALL CONSTRUCTION AND BUILDING PLACEMENT WITH ALL OTHER UTILITIES CONSTRUCTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVAL AND DISPOSAL OF ANY UNSUITABLE MATERIAL FROM HIS OPERATION. FURNISHING AND COMPACTING SUITABLE REPLACEMENT BACKFILL MATERIAL SHALL BE IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS.
- UNSUITABLE MATERIALS UNDER WATER, SEWER, AND/OR REUSE MAINS SHALL BE REMOVED AND REPLACED WITH SELECTED BACKFILL PROPERLY COMPACTED TO 95% OF MAXIMUM DENSITY. BACKFILL SHALL BE COMPACTED IN A MAXIMUM OF ONE-FOOT (1) LIFTS. DENSITY TESTS SHALL BE TAKEN AFTER COMPACTION OF EVERY LIFT.
- THE CONTRACTOR(S) SHALL NOTIFY ALL APPLICABLE UTILITIES COMPANIES, THE ENGINEER OF RECORD, AND THE PROPERTY OWNER 72 HOURS PRIOR TO INITIATING ANY EXCAVATION ACTIVITIES, OR AS SPECIFIED BY THE UTILITY COMPANIES AND THE PERMITS OBTAINED FOR THE WORK.
- THE ENGINEER OF RECORD AND SJCUD SHALL BE GIVEN SEVENTY TWO HOURS (72-HR) NOTICE OF ALL REQUESTED MEETINGS AND/OR TESTING MEASURES RELATED TO THE PROJECT.
- ALL WORK, MATERIALS, AND EQUIPMENT SHALL BE IN COMPLETE ACCORDANCE WITH ALL RELEVANT ST. JOHNS COUNTY STANDARDS AND REQUIREMENTS AS WELL AS STATE AND LOCAL REGULATIONS.
- ALL UNDERGROUND UTILITY EQUIPMENT, MATERIALS AND INSTALLATION SHALL BE IN ACCORDANCE WITH THE LATEST REVISION OF THE MANUAL OF WATER, WASTEWATER, AND REUSE DESIGN STANDARDS & SPECIFICATIONS, ALL APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS, AND THE APPROVED SITE PLANS.
- ALL UTILITY CROSSINGS SHALL COMPLY WITH FDEP REGULATIONS (CH. 62--555.314, FAC)
- ANY LANDSCAPING TREES SHALL BE PLACED AT A MINIMUM OF 7.5 FEET AWAY FROM THE EDGE OF PIPELINE TO THE EDGE OF THE TREE LINE.
- ALL ROCK AND UNSUITABLY SIZED STONES (AS DESCRIBED IN APPLICABLE AWWA AND ST. JOHNS COUNTY UTILITIES STANDARDS AND/OR PIPE MANUFACTURER'S RECOMMENDED INSTALLATION PROCEDURES) FOUND IN TRENCHES FOR NEW AND RELOCATED PIPE SHALL BE REMOVED TO A DEPTH OF AT LEAST SIX (6) INCHES BELOW THE BOTTOM OF THE PIPE. CONTINUOUS AND UNIFORM BEDDING SHALL BE PROVIDED FOR NEW AND RELOCATED PIPES. THE BACKFILL MATERIAL SHALL BE TAMPED IN LAYERS AROUND THE NEW AND RELOCATED PIPES AND TO A SUFFICIENT HEIGHT ABOVE SUCH PIPE TO ADEQUATELY SUPPORT AND PROTECT THE PIPE.

- FOR WATER, WASTEWATER, AND REUSE MAINS SMALLER THAN 12 INCHES, THE MINIMUM AND MAXIMUM COVER SHALL BE 30 INCHES AND 36 INCHES, RESPECTIVELY, IN UNPAVED AREAS AND 36 INCHES AND 42 INCHES, RESPECTIVELY, IN PAVED AREAS, OR AS REQUIRED WITHIN FDOT OR RAILROAD RIGHTS-OF-WAY. FOR MAINS 12 INCHES OR GREATER, THE MINIMUM AND MAXIMUM COVER SHALL BE 42 INCHES AND 54 INCHES, RESPECTIVELY. EXCEPTIONS WILL BE MADE FOR CONFLICTS.
- WHERE FORCE MAINS, WATER MAINS, OR REUSE MAINS ARE LAID WITHOUT FITTINGS, THE MAXIMUM DEFLECTION SHALL BE 80% OF THAT RECOMMENDED BY THE MANUFACTURER.
- FITTINGS SHALL BE USED AT LOCATIONS INDICATED ON THE PLANS, UNLESS OTHERWISE APPROVED BY THE ENGINEER. ALL FITTINGS SHALL BE RESTRAINED PER THE RESTRAINED JOINT TABLE IN THE APPROVED PLAN SET.
- ALL UNDERGROUND VALVES SHALL BE INSTALLED WITH AN ADJUSTABLE CAST IRON VALVE BOX WITH TOP SET TO FINAL GRADE IN ACCORDANCE WITH SJCUD DETAILS AND SPECIFICATIONS. ALL VALVES SHALL HAVE PEG LOCATORS (145.7 KILOHERTZ).
- CONTRACTOR IS RESPONSIBLE FOR PROPER NOTIFICATION OF INSPECTING AUTHORITIES BEFORE AND DURING CONSTRUCTION.
- CONTRACTOR SHALL PROVIDE A MINIMUM OF SEVEN (7) CALENDAR DAYS NOTICE TO SJCUD PRIOR TO SCHEDULING THE FINAL INSPECTION.

NOTICE OF PROCEDURE:

- ALL COMMERCIAL BUILDING PERMITS AND METERS PROCESSED THROUGH SJCUD CUSTOMER SERVICE SHALL BE ACCOMPANIED BY A SET OF APPROVED CIVIL DESIGN PLANS.
- ALL CONNECTIONS TO THE WATER, SEWER, AND/OR REUSE SYSTEM, FLUSHING, AND PRESSURE TESTS TO BE PERFORMED BY THE UTILITY CONTRACTOR OR LICENSED MASTER PLUMBER MUST BE SCHEDULED AT LEAST FIVE (5) WORKING DAYS IN ADVANCE WITH THE SJCUD. A SJCUD INSPECTOR MUST BE PRESENT PRIOR TO THE CONNECTION BEING MADE OR TESTING.
- IT IS THE ENGINEER OF RECORD'S RESPONSIBILITY TO SECURE APPLICABLE PERMITS PRIOR TO CONSTRUCTION.
- THE PROPERTY OWNER SHALL PURCHASE THE WATER METER THROUGH THE SJCUD ON PROJECTS THAT REQUIRE A WATER METER LARGER THAN ONE (1) INCH. THE OWNER'S CONTRACTOR SHALL INSTALL ALL METERS THREE (3) INCHES AND LARGER.
- WATER, SEWER, AND/OR REUSE UNIT CONNECTION FEES SHALL BE PAID AT THE TIME OF BUILDING PERMIT APPLICATION.
- ALL ON-SITE PRIVATE WATER, SEWER, AND/OR REUSE CONSTRUCTION BETWEEN THE METER AND BUILDING MAY BE INSPECTED BY THE SJCUD TO ENSURE STANDARDS ARE MET.
- ALL REQUIREMENTS BY THE SJCUD (I.E. FINAL INSPECTION, CORRECTION OF PUNCH LIST ITEMS, "AS BUILTS", FDEP CERTIFICATION OF COMPLETION, ETC) MUST BE SATISFIED PRIOR OF ISSUANCE OF CERTIFICATES OF OCCUPANCY.

POTABLE WATER SYSTEMS NOTES:

- ALL WATER MAINS 4" THROUGH 12" DIAMETER SHALL BE PVC C-900, DR-18, COLOR "BLUE" WITH PUSH-ON GASKETED JOINTS OR C-906 HDPE DR 11 COLOR "BLUE" OR DIP CLASS 350.
- ALL WATER MAINS 16" THROUGH 20" DIAMETER SHALL BE PVC C-905, DR-25, COLOR "BLUE" WITH PUSH-ON GASKETED JOINTS OR C-906 HDPE DR 11 COLOR "BLUE" OR DIP CLASS 250.
- ALL WATER MAINS 24" AND LARGER DIAMETER SHALL BE DUCTILE IRON PIPE.
- ALL WATER LINES 2" DIAMETER OR LESS SHALL BE HDPE CTS DR 9 COLOR "BLUE".
- ALL CURB STOPS ARE TO BE BALL-TYPE WITH LOCKING CAPACITY, 1" MINIMUM.
- THE SEPARATION REQUIREMENT BETWEEN POTABLE WATER MAINS AND OTHER UTILITIES SHALL BE PER CH. 62--555, FAC.
- A FULL UNCUT LENGTH OF WATER MAIN PIPE (USUALLY 20 FEET) SHALL BE CENTERED AT THE POINT OF CROSSING OF ALL WATER AND SEWER (INCLUDING STORM) LINES AT THE POINT OF CROSSINGS REGARDLESS OF THE VERTICAL SEPARATIONS.
- WHERE SOLVENT CONTAMINATION IS FOUND IN THE TRENCH, WORK WILL BE STOPPED AND THE PROPER AUTHORITIES NOTIFIED. WITH THE APPROVAL OF THE ST. JOHNS COUNTY HEALTH DEPARTMENT, DUCTILE IRON PIPE, FITTINGS AND APPROVED SOLVENT RESISTANT GASKET MATERIAL SHALL BE USED IN THE CONTAMINATED AREA. THE DUCTILE IRON PIPE WILL EXTEND AT LEAST 100 FEET BEYOND ANY DISCOVERED CONTAMINATION.
- NO CONNECTION TO EXISTING POTABLE WATER SYSTEM SHALL BE ALLOWED UNTIL ALL PROPOSED WATER LINES HAVE BEEN PRESSURE TESTED, DISINFECTED, CLEARED FOR SERVICE AND ACCEPTED FOR MAINTENANCE BY THE SJCUD AND FDEP.
- JUMPER CONNECTIONS WITH BACKFLOW PREVENTION DEVICE SHALL BE USED TO FILL OR FLUSH WATER MAINS
- ALL NEW AND RELOCATED WATER MAIN PIPE, FITTINGS, VALVES, AND FIRE HYDRANTS SHALL BE IN CONFORMANCE WITH APPLICABLE AMERICAN WATER WORKS ASSOCIATION (AWWA) AND SJCUD STANDARDS.
- ALL NEW AND RELOCATED WATER MAIN PIPE AND FITTINGS WILL COMPLY WITH THE LATEST FDEP AND AWWA STANDARDS FOR LEAD CONTENT.
- ALL NEW AND RELOCATED WATER MAINS SHALL BE PRESSURE TESTED AND LEAKAGE TESTED IN ACCORDANCE WITH AWWA STANDARD C605, LATEST EDITION.
- ALL NEW AND RELOCATED WATER MAINS SHALL BE DISINFECTED IN ACCORDANCE WITH AWWA STANDARD C651 AND RULE 62--555.340, F.A.C.
- ALL NEW AND RELOCATED WATER SERVICES SHALL BE IN CONFORMANCE WITH THE STATE PLUMBING CODE AND SJCUD STANDARDS.
- THE BACTERIOLOGICAL SAMPLE POINTS SHALL BE INDICATED ON THE AS BUILT DRAWINGS. THE SAMPLE POINT NUMBERING AND STATIONING SHALL CORRESPOND TO THOSE ON THE BACTERIOLOGICAL SAMPLE CHAIN OF CUSTODY FORMS.

WASTEWATER SYSTEM NOTES:

- INTERIOR LINERS ARE REQUIRED ON JUNCTION MANHOLES WITH THREE OR MORE INVERTS.
- SANITARY SEWER LINE TO DEPTHS UP TO 10' SHALL BE SDR-35 PVC PIPE CONFORMING TO ASTM D-3034, COLORED GREEN. SANITARY SEWER LINE OF DEPTHS 10' TO 15' SHALL BE SDR-26 PVC. ALL SANITARY SEWER LINES SHALL BE GREEN AND CLEARLY MARKED ON THE PIPE.
- SANITARY SEWER FORCE MAIN 4" AND LARGER SHALL BE C900 DR25 PVC PIPE CONFORMING TO ASTM D-1784, D-1785, AND D-2241. DUCTILE IRON PIPE SHALL ONLY BE USED WITH PRIOR APPROVAL BY THE SJCUD. SANITARY FORCE MAIN SHALL BE COLOR CODED GREEN AND CLEARLY MARKED.
- THE CONTRACTOR SHALL SUBMIT TO THE ENGINEER OF RECORD AND SJCUD ALL VIDEO LOGS, WRITTEN REPORTS, AND DEFLECTION TEST RESULTS FOR REVIEW AND APPROVAL.
- THE CONTRACTOR SHALL CONTACT SJCUD PRE-TREATMENT DEPARTMENT AT (904) 209-2663 FOR INSPECTION AFTER INSTALLATION OF GREASE TRAPS, INTERCEPTORS, AND/OR OIL-WATER SEPARATORS.
- ALL FORCE MAIN LINES 2" SHALL BE HDPE CTS DR 9 COLOR "GREEN".

AS-BUILTS:

- IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PRODUCE, SUBMIT AND OBTAIN APPROVAL OF REPRODUCIBLE "AS-BUILT" DRAWINGS FROM JURISDICTIONAL AGENCIES AS MAY BE REQUIRED.
- "AS-BUILT" INFORMATION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR SHALL EMPLOY THE SERVICES OF A SURVEYOR REGISTERED IN THE STATE OF FLORIDA TO DETERMINE ALL "AS-BUILT" INFORMATION. UPON COMPLETION OF THE WORK, THE CONTRACTOR SHALL PROVIDE UP TO SIX COPIES AND THE CAD FILE OF AS-BUILT DRAWINGS TO THE ENGINEER.
- A MINIMUM OF FIVE WORKING DAYS PRIOR TO THE FINAL INSPECTION, TWO (2) SETS OF PRELIMINARY BLACKLINE "AS-BUILTS" AND COPY ON DISK IN AUTOCAD FORMAT SHOWING THE REQUIRED INFORMATION, SHALL BE SUBMITTED TO THE ENGINEER OF RECORD.
- THE RECORD OR "AS BUILT" DRAWINGS TO BE PREPARED BY THE CONTRACTOR AND SUBMITTED AT THE TIME OF THE REQUEST FOR A LETTER OF RELEASE TO PLACE THE CONSTRUCTION INTO SERVICE WILL CLEARLY DEPICT THE VERTICAL CLEARANCES BETWEEN WATER, SEWER (INCLUDING STORM) AND REUSE LINES AT ALL CROSSING AND PARALLEL RUNS WHERE THE HORIZONTAL SEPARATION IS LESS THAN 10 FEET. IN ADDITION, THE CENTERING OF UNCUT LENGTHS OF PIPE (USUALLY 20 FEET) AT POINTS OF CROSSINGS WILL BE DOCUMENTED ON THE DRAWINGS AND ALL MITIGATING CONSTRUCTION MEASURES CLEARLY DEPICTED. IN CASES WHERE A MINIMUM OF 18 INCHES OF VERTICAL CLEARANCE BETWEEN THE WATER AND SEWER (INCLUDING STORM) LINES IS NOT POSSIBLE.
- AFTER SJCUD HAS APPROVED PRELIMINARY "AS BUILT", THREE (3) SETS OF BLACKLINE AS-BUILTS (SIGNED AND SEALED), ONE SET OF MYLAR'S AS BUILT (SIGNED), AND FORMAT ON DISK IN AUTOCAD, SHOWING THE REQUIRED INFORMATION, SHALL BE SUBMITTED TO SJCUD THROUGH ST. JOHNS COUNTY DEVELOPMENT SERVICES.

STANDARD WATER/ SEWER/ RECLAIMED WATER SEPARATION STATEMENT:

THE CONTRACTOR SHALL INSTALL ALL MAINS IN ACCORDANCE WITH THE REQUIREMENTS OF RULE 62--555.314, FAC, BELOW. THE CONTRACTOR SHALL NOTIFY SJCUD IN ANY INSTANCE WHERE THE BELOW REQUIREMENTS CANNOT BE MET PRIOR TO INSTALLATION OF PIPE.

*62--555.314 LOCATION OF PUBLIC WATER SYSTEM MAINS.

FOR THE PURPOSE OF THIS SECTION, THE PHRASE "WATER MAINS" SHALL MEAN MAINS, INCLUDING TREATMENT PLANT PROCESS PIPING, CONVEYING EITHER RAW, PARTIALLY TREATED, OR FINISHED DRINKING WATER; FIRE HYDRANT LEADS; AND SERVICE LINES THAT ARE UNDER THE CONTROL OF A PUBLIC WATER SYSTEM AND THAT HAVE AN INSIDE DIAMETER OF THREE INCHES OR GREATER.

(1) HORIZONTAL SEPARATION BETWEEN UNDERGROUND WATER MAINS AND SANITARY OR STORM SEWERS, WASTEWATER OR STORM WATER FORCE MAINS, RECLAIMED WATER PIPELINES, AND ON-SITE SEWAGE TREATMENT AND DISPOSAL SYSTEMS.

(A) NEW OR RELOCATED, UNDERGROUND WATER MAINS SHALL BE LAID TO PROVIDE A HORIZONTAL DISTANCE OF AT LEAST THREE FEET BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF ANY EXISTING OR PROPOSED STORM SEWER, STORM WATER FORCE MAIN, OR PIPELINE CONVEYING RECLAIMED WATER REGULATED UNDER PART OF CHAPTER 62--610, F.A.C.

(B) NEW OR RELOCATED, UNDERGROUND WATER MAINS SHALL BE LAID TO PROVIDE A HORIZONTAL DISTANCE OF AT LEAST THREE FEET, AND PREFERABLY TEN FEET, BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF ANY EXISTING OR PROPOSED VACUUM-TYPE SANITARY SEWER.

(C) NEW OR RELOCATED, UNDERGROUND WATER MAINS SHALL BE LAID TO PROVIDE A HORIZONTAL DISTANCE OF AT LEAST SIX FEET, AND PREFERABLY TEN FEET, BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF ANY EXISTING OR PROPOSED GRAVITY- OR PRESSURE-TYPE SANITARY SEWER, WASTEWATER FORCE MAIN, OR PIPELINE CONVEYING RECLAIMED WATER NOT REGULATED UNDER PART OF CHAPTER 62--610, F.A.C. THE MINIMUM HORIZONTAL SEPARATION DISTANCE BETWEEN WATER MAINS AND GRAVITY-TYPE SANITARY SEWERS SHALL BE REDUCED TO THREE FEET WHERE THE BOTTOM OF THE WATER MAIN IS LAID AT LEAST SIX INCHES ABOVE THE TOP OF THE SEWER.

(D) NEW OR RELOCATED, UNDERGROUND WATER MAINS SHALL BE LAID TO PROVIDE A HORIZONTAL DISTANCE OF AT LEAST TEN FEET BETWEEN THE OUTSIDE OF THE WATER MAIN AND ALL PARTS OF ANY EXISTING OR PROPOSED "ON-SITE SEWAGE TREATMENT AND DISPOSAL SYSTEM" AS DEFINED IN SECTION 381.0065(2), F.S., AND RULE 64E--6.002, F.A.C.

(2) VERTICAL SEPARATION BETWEEN UNDERGROUND WATER MAINS AND SANITARY OR STORM SEWERS, WASTEWATER OR STORM WATER FORCE MAINS, AND RECLAIMED WATER PIPELINES.

(A) NEW OR RELOCATED, UNDERGROUND WATER MAINS CROSSING ANY EXISTING OR PROPOSED GRAVITY- OR VACUUM-TYPE SANITARY SEWER OR STORM SEWER SHALL BE LAID SO THE OUTSIDE OF THE WATER MAIN IS AT LEAST SIX INCHES, AND PREFERABLY 12 INCHES, ABOVE OR AT LEAST 12 INCHES BELOW THE OUTSIDE OF THE OTHER PIPELINE. HOWEVER, IT IS PREFERABLE TO LAY THE WATER MAIN ABOVE THE OTHER PIPELINE.

(B) NEW OR RELOCATED, UNDERGROUND WATER MAINS CROSSING ANY EXISTING OR PROPOSED PRESSURE-TYPE SANITARY SEWER, WASTEWATER OR STORM WATER FORCE MAIN, OR PIPELINE CONVEYING RECLAIMED WATER SHALL BE LAID SO THE OUTSIDE OF THE WATER MAIN IS AT LEAST 12 INCHES ABOVE OR BELOW THE OUTSIDE OF THE OTHER PIPELINE. HOWEVER, IT IS PREFERABLE TO LAY THE WATER MAIN ABOVE THE OTHER PIPELINE.

(C) AT THE UTILITY CROSSINGS DESCRIBED IN PARAGRAPHS (A) AND (B) ABOVE, ONE FULL LENGTH OF WATER MAIN PIPE SHALL BE CENTERED ABOVE OR BELOW THE OTHER PIPELINE SO THE WATER MAIN JOINTS WILL BE AS FAR AS POSSIBLE FROM THE OTHER PIPELINE. ALTERNATIVELY, AT SUCH CROSSINGS, THE PIPES SHALL BE ARRANGED SO THAT ALL WATER MAIN JOINTS ARE AT LEAST THREE FEET FROM ALL JOINTS IN VACUUM-TYPE SANITARY SEWERS, STORM SEWERS, STORM WATER FORCE MAINS, OR PIPELINES CONVEYING RECLAIMED WATER REGULATED UNDER PART IOF CHAPTER 62--610, F.A.C., AND AT LEAST SIX FEET FROM ALL JOINTS IN GRAVITY- OR PRESSURE-TYPE SANITARY SEWERS, WASTEWATER FORCE MAINS, OR PIPELINES CONVEYING RECLAIMED WATER NOT REGULATED UNDER PART OF CHAPTER 62--610, F.A.C.

(3.) SEPARATION BETWEEN WATER MAINS AND SANITARY OR STORM SEWER MANHOLES.

(A) NO WATER MAIN SHALL PASS THROUGH, OR COME INTO CONTACT WITH, ANY PART OF A SANITARY SEWER MANHOLE.

(B) EFFECTIVE AUGUST 28, 2003, WATER MAINS SHALL NOT BE CONSTRUCTED OR ALTERED TO PASS THROUGH, OR COME INTO CONTACT WITH, ANY PART OF A STORM SEWER MANHOLE OR INLET STRUCTURE. WHERE IT IS NOT TECHNICALLY FEASIBLE OR ECONOMICALLY SENSIBLE TO COMPLY WITH THIS REQUIREMENT (I.E., WHERE THERE IS A CONFLICT IN THE ROUTING OF A WATER MAIN AND A STORM SEWER AND WHERE ALTERNATIVE ROUTING OF THE WATER MAIN OR THE STORM SEWER IS NOT TECHNICALLY FEASIBLE OR IS NOT ECONOMICALLY SENSIBLE), THE DEPARTMENT SHALL ALLOW EXCEPTIONS TO THIS REQUIREMENT (I.E., THE DEPARTMENT SHALL ALLOW CONSTRUCTION OF CONFLICT MANHOLES), BUT SUPPLIERS OF WATER OR PERSONS PROPOSING TO CONSTRUCT CONFLICT MANHOLES MUST FIRST OBTAIN A SPECIFIC PERMIT FROM THE DEPARTMENT IN ACCORDANCE WITH PART V OF THIS CHAPTER AND MUST PROVIDE IN THE PRELIMINARY DESIGN REPORT OR DRAWINGS, SPECIFICATIONS, AND DESIGN DATA ACCOMPANYING THEIR PERMIT APPLICATION THE FOLLOWING INFORMATION:

1. TECHNICAL OR ECONOMIC JUSTIFICATION FOR EACH CONFLICT MANHOLE.

2. A STATEMENT IDENTIFYING THE PARTY RESPONSIBLE FOR MAINTAINING EACH CONFLICT MANHOLE.

3. ASSURANCE OF COMPLIANCE WITH THE DESIGN AND CONSTRUCTION REQUIREMENTS IN SUB-SUBPARAGRAPHS A. THROUGH D. BELOW.

A. EACH WATER MAIN PASSING THROUGH A CONFLICT MANHOLE SHALL HAVE A FLEXIBLE, WATERTIGHT JOINT ON EACH SIDE OF THE MANHOLE TO ACCOMMODATE DIFFERENTIAL SETTLING BETWEEN THE MAIN AND THE MANHOLE.

B. WITHIN EACH CONFLICT MANHOLE, THE WATER MAIN PASSING THROUGH THE MANHOLE SHALL BE INSTALLED IN A WATERTIGHT CASING PIPE HAVING HIGH IMPACT STRENGTH (I.E., HAVING AN IMPACT STRENGTH AT LEAST EQUAL TO THAT OF 0.25-INCH-THICK DUCTILE IRON PIPE).

C. EACH CONFLICT MANHOLE SHALL HAVE AN ACCESS OPENING, AND SHALL BE SIZED, TO ALLOW FOR EASY CLEANING OF THE MANHOLE.

D. GRATINGS SHALL BE INSTALLED AT ALL STORM SEWER INLETS UPSTREAM OF EACH CONFLICT MANHOLE TO PREVENT LARGE OBJECTS FROM ENTERING THE MANHOLE.

(4) SEPARATION BETWEEN FIRE HYDRANT DRAINS AND SANITARY OR STORM SEWERS, WASTEWATER OR STORM WATER FORCE MAINS, RECLAIMED WATER PIPELINES, AND ON-SITE SEWAGE TREATMENT AND DISPOSAL SYSTEMS. NEW OR RELOCATED FIRE HYDRANTS WITH UNDERGROUND DRAINS SHALL BE LOCATED SO THAT THE DRAINS ARE AT LEAST THREE FEET FROM ANY EXISTING OR PROPOSED STORM SEWER, STORM WATER FORCE MAIN, OR PIPELINE CONVEYING RECLAIMED WATER UNDER PART OF CHAPTER 62--610, F.A.C.; AT LEAST THREE FEET, AND PREFERABLY TEN FEET, FROM ANY EXISTING OR PROPOSED VACUUM-TYPE SANITARY SEWER; AT LEAST SIX FEET, AND PREFERABLY TEN FEET, FROM ANY EXISTING OR PROPOSED GRAVITY- OR PRESSURE-TYPE SANITARY SEWER, WASTEWATER FORCE MAIN, OR PIPELINE CONVEYING RECLAIMED WATER NOT REGULATED UNDER PART III OF CHAPTER 62--610, F.A.C.; AND AT LEAST TEN FEET FROM ANY EXISTING OR PROPOSED "ON-SITE SEWAGE TREATMENT AND DISPOSAL SYSTEM" AS DEFINED IN SECTION 381.0065(2), F.S., AND RULE 64E--6.002, F.A.C.

(5) EXCEPTIONS. WHERE IT IS NOT TECHNICALLY FEASIBLE OR ECONOMICALLY SENSIBLE TO COMPLY WITH THE REQUIREMENTS IN SUBSECTION (1) OR (2) ABOVE, THE DEPARTMENT SHALL ALLOW EXCEPTIONS TO THESE REQUIREMENTS IF SUPPLIERS OF WATER OR CONSTRUCTION PERMIT APPLICANTS PROVIDE TECHNICAL OR ECONOMIC JUSTIFICATION FOR EACH EXCEPTION AND PROVIDE ALTERNATIVE CONSTRUCTION FEATURES THAT AFFORD A SIMILAR LEVEL OF RELIABILITY AND PUBLIC HEALTH PROTECTION. ACCEPTABLE ALTERNATIVE CONSTRUCTION FEATURES INCLUDE THE FOLLOWING:

(A) WHERE AN UNDERGROUND WATER MAIN IS BEING LAID LESS THAN THE REQUIRED MINIMUM HORIZONTAL DISTANCE FROM ANOTHER PIPELINE AND WHERE AN UNDERGROUND WATER MAIN IS CROSSING ANOTHER PIPELINE AND JOINTS IN THE WATER MAIN ARE BEING LOCATED LESS THAN THE REQUIRED MINIMUM DISTANCE FROM JOINTS IN THE OTHER PIPELINE:

1. USE OF PRESSURE-RATED PIPE CONFORMING TO THE AMERICAN WATER WORKS ASSOCIATION STANDARDS INCORPORATED INTO RULE 62--555.330, F.A.C., FOR THE OTHER PIPELINE IF IT IS A GRAVITY- OR VACUUM-TYPE PIPELINE;

2. USE OF WELDED, FUSED, OR OTHERWISE RESTRAINED JOINTS FOR EITHER THE WATER MAIN OR THE OTHER PIPELINE; OR

3. USE OF WATERTIGHT CASING PIPE OR CONCRETE ENCASEMENT AT LEAST FOUR INCHES THICK FOR EITHER THE WATER MAIN OR THE OTHER PIPELINE.

(B) WHERE AN UNDERGROUND WATER MAIN IS BEING LAID LESS THAN THREE FEET HORIZONTALLY FROM ANOTHER PIPELINE AND WHERE AN UNDERGROUND WATER MAIN IS CROSSING ANOTHER PIPELINE AND IS BEING LAID LESS THAN THE REQUIRED MINIMUM VERTICAL DISTANCE FROM THE OTHER PIPELINE:

1. USE OF PIPE, OR CASING PIPE, HAVING HIGH IMPACT STRENGTH (I.E., HAVING AN IMPACT STRENGTH AT LEAST EQUAL TO THAT OF 0.25-INCH-THICK DUCTILE IRON PIPE) OR CONCRETE ENCASEMENT AT LEAST FOUR INCHES THICK FOR THE WATER MAIN; AND

2. USE OF PIPE, OR CASING PIPE, HAVING HIGH IMPACT STRENGTH (I.E., HAVING AN IMPACT STRENGTH AT LEAST EQUAL TO THAT OF 0.25-INCH-THICK DUCTILE IRON PIPE) OR CONCRETE ENCASEMENT AT LEAST FOUR INCHES THICK FOR THE OTHER PIPELINE IF IT IS NEW AND IS CONVEYING WASTEWATER OR RECLAIMED WATER."

HYDROSTATIC TESTING NOTES:

- AFTER ALL PRESSURE PIPES ARE INSTALLED, THE JOINTS COMPLETED, AND THE TRENCH BACKFILLED, THE NEWLY LAID PIPE AND APPURTENANCES SHALL BE SUBJECTED TO A HYDROSTATIC TEST FOR A PERIOD OF AT LEAST TWO (2) HOURS. THE ENGINEER AND THE SJCUD MUST BE NOTIFIED AT LEAST 72 HOURS BEFORE A TEST IS TO BE PERFORMED. TEST SHALL BE AS SET FORTH IN AWWA STANDARD C605. ANY LEAKS DETECTED SHALL BE CORRECTED AND THE SECTION OF PIPELINE RETESTED. THE TWO HOUR TEST PERIOD SHALL BEGIN WHEN ALL JOINTS HAVE BEEN DETERMINED TO BE WATER TIGHT. LEAKAGE SHALL BE LIMITED TO THAT ALLOWANCE SET FORTH IN SECTION 4 OF AWWA STANDARD C600 LATEST EDITION. HYDROSTATIC AND LEAKAGE TEST AND BLEED-DOWN (ZEROING OF GAGE) MUST OCCUR BEFORE SAMPLING FOR BACTERIOLOGICAL TEST. THE MAXIMUM ALLOWABLE PRESSURE LOSS IS 5 PSI.

NO.	BY	DATE	SYMBOL	REVISIONS	DESIGNER:	DESIGN ENGINEER	NO. SHEETS
6.					DRAWN BY:		SHEET NO.
5.					DATE:		GN-1
4.					CHECKED BY:	FLORIDA REGISTRATION NO.	DRAWING NO.
3.					DATE:		GN-01.dwg
2.							
1.	ETS	2015		REVISION 2			

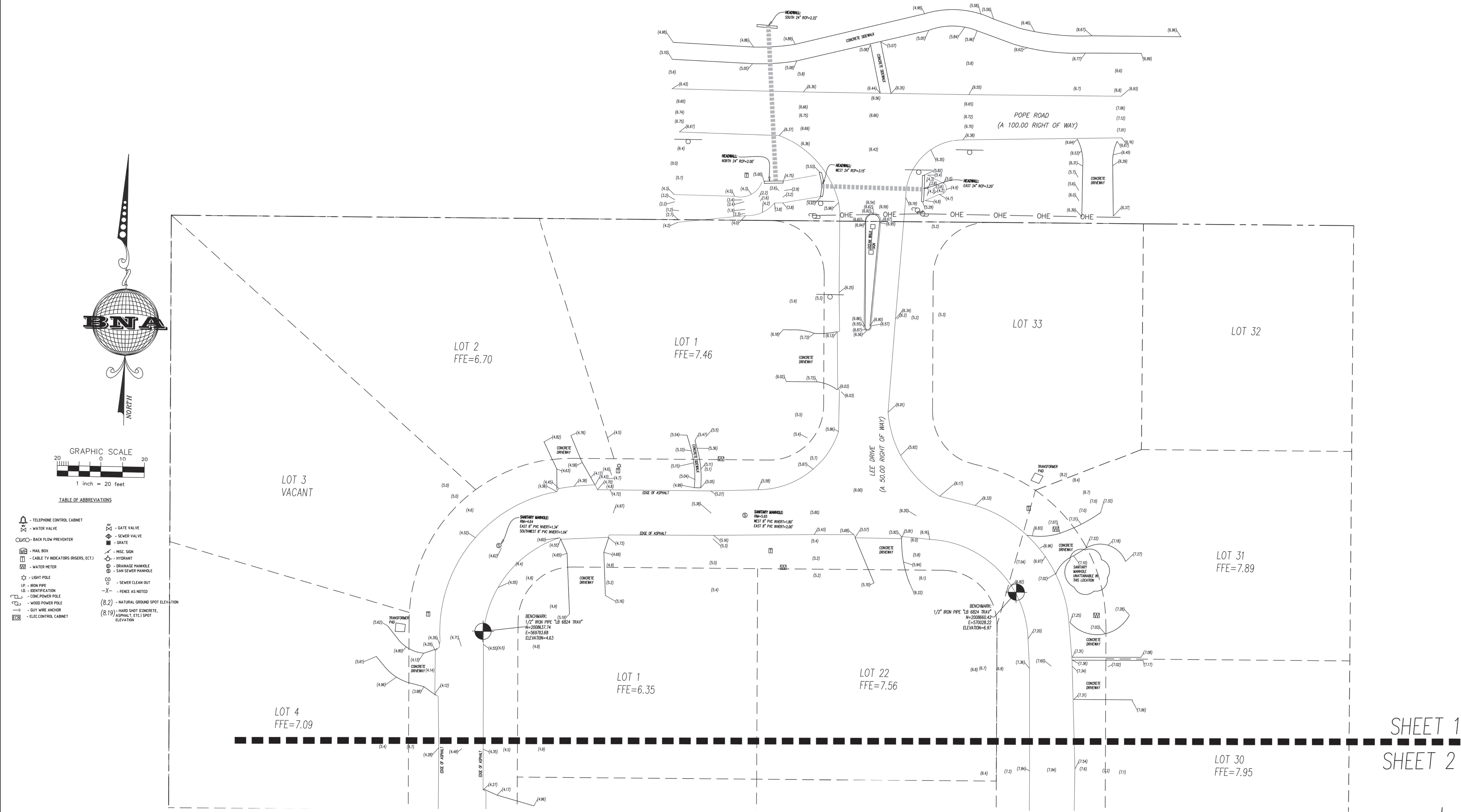


ST. JOHNS COUNTY
UTILITY DEPARTMENT
1205 STATE ROAD 16
ST AUGUSTINE, FLORIDA 32084-8646
Phone (904) 209-2700 • Fax: (904) 209-2702

GENERAL NOTES

MAP SHOWING TOPOGRAPHIC SURVEY OF:

OCEAN WALK UNIT I & II,
SECTION 34, TOWNSHIP 7 SOUTH, RANGE 30 EAST.
ST. AUGUSTINE BEACH, ST. JOHNS COUNTY, FLORIDA.



SHEET 1
SHEET 2

PROJECT NUMBER 792-028		GENERAL NOTES: 1. ALL COORDINATES AND BEARINGS SHOWN HEREIN ARE REFERENCED TO THE FLORIDA STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983-1999 ADJUSTMENT (N.A.D. 83/90) FOR THE EAST ZONE OF THE STATE OF FLORIDA, TRANSVERSE MERCATOR PROJECTION AND BASED ON NATIONAL GEODETIC SURVEY CONTROL POINTS AS FOLLOWS: "JACKSONVILLE CORS ADP" N 30°29'22.515" W 081°42'05.338" SCALE FACTOR CONVERGENCE=0.99999711 (THIS IS A GPS CONTINUOUSLY OPERATING REFERENCE STATION) 2. THIS SURVEY WAS CONDUCTED FOR THE PURPOSE OF A TOPOGRAPHIC SURVEY ONLY AND IS NOT INTENDED TO DELINEATE THE REGULATORY JURISDICTION OF ANY FEDERAL, STATE, REGIONAL OR LOCAL AGENCY, BOARD, COMMISSION OR OTHER ENTITY. 3. UNDERGROUND UTILITIES HAVE NOT BEEN LOCATED EXCEPT WHERE VISIBLE SURFACE EVIDENCE EXISTS. 4. THIS IS A 5 PAGE DOCUMENT AND NOT VALID UNLESS ALL 5 SHEETS ARE PRESENT. 5. NOT ABSTRACTED FOR EASEMENTS. NO ABSTRACT OF TITLE FURNISHED. 6. ALL ELEVATIONS ARE IN U.S. SURVEY FEET. PRIMARY BENCHMARK H 322 ELEVATION= 5.78 N.A.V.D. 88		THIS SURVEY MEETS THE STANDARDS OF PRACTICE FOR PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO CHAPTERS 5J-17.051 & 5J-17.052 F.A.C.		CERTIFIED TO: MATTHEWS DESIGN GROUP		DRAWN BY: A.D.B. & T.C.H. CHECKED BY: A.D.B. FIELD BOOK/PAGE(S): 360/15-75, 362/1-13, 364/15-18		BRADSHAW-NILES & ASSOCIATES, INC.	
DATE: 8/10/2021				07/21/2021 FIELD WORK COMPLETED		DATE OF SIGNATURE		REV DATE BY CKD DESCRIPTION		SURVEYING AND MAPPING CONSULTANTS LICENSED BUSINESS NO. 6824	
SCALE: 1"=20'										280 BUSINESS PARK CIRCLE, SUITE 410	
DRAWING No.: TOPO										ST. AUGUSTINE, FLORIDA 32095	
SHEET No. 1/5				ALBERT D. BRADSHAW, P.S.M., FLORIDA CERTIFICATION NO. 5257		THIS SURVEY IS CERTIFIED FOR THE EXCLUSIVE USE OF THE CLIENT NAMED HEREON AND IS NOT VALID WITHOUT THE SIGNATURE AND RAISED SEAL OF THE PROFESSIONAL SURVEYOR AND MAPPER OF FLORIDA SHOWN HEREON.				(904) 829-2591 FAX: (904) 829-5070	

MAP SHOWING TOPOGRAPHIC SURVEY OF:

OCEAN WALK UNIT I & II,
SECTION 34, TOWNSHIP 7 SOUTH, RANGE 30 EAST.
ST. AUGUSTINE BEACH, ST. JOHNS COUNTY, FLORIDA.

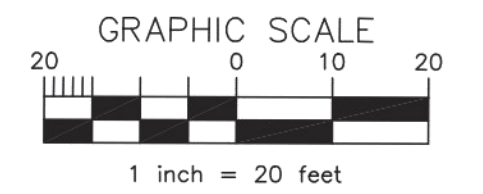
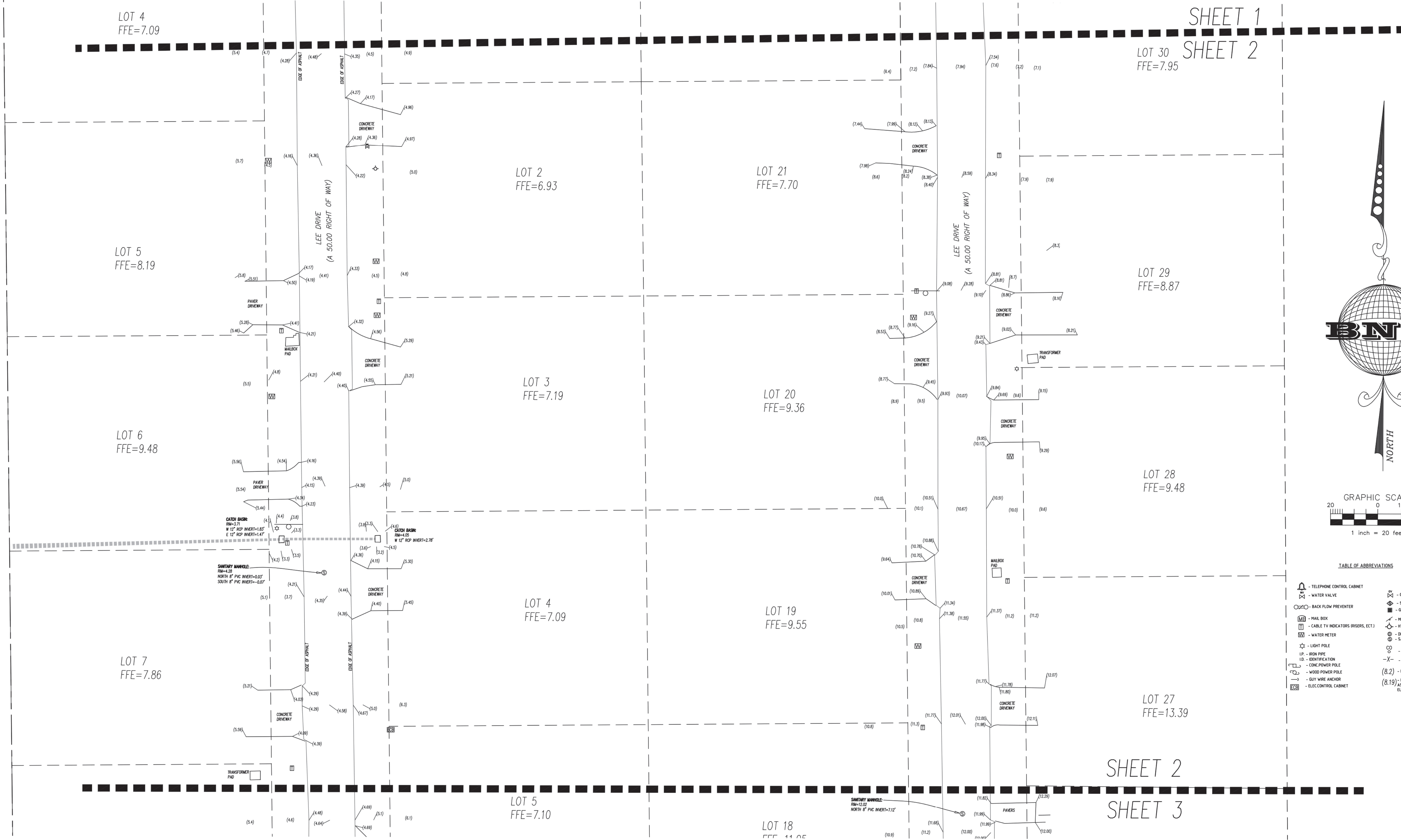


TABLE OF ABBREVIATIONS

☐ - TELEPHONE CONTROL CABINET	☐ - GATE VALVE
☐ - WATER VALVE	☐ - SEWER VALVE
☐ - BACK FLOW PREVENTER	☐ - GUY WIRE
☐ - MAIL BOX	☐ - MISC. SIGN
☐ - CABLE TV INDICATORS (RSERS, ETC.)	☐ - HYDRANT
☐ - WATER METER	☐ - DRAINAGE MANHOLE
☐ - LIGHT POLE	☐ - SAN SEWER MANHOLE
☐ - IRON PIPE	☐ - SEWER CLEAN OUT
☐ - IDENTIFICATION	☐ - FENCE AS NOTED
☐ - CONC. POWER POLE	☐ - NATURAL GROUND SPOT ELEVATION
☐ - WOOD POWER POLE	☐ - HARD SHOT (CONCRETE, ASPHALT, ETC.) SPOT ELEVATION
☐ - GUY WIRE ANCHOR	
☐ - ELEC. CONTROL CABINET	


PROJECT NUMBER 792-028	DATE: 8/10/2021	SCALE: 1"=20'	DRAWING No.: TOPO	SHEET No. 2/5
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CERTIFIED TO: MATTHEWS DESIGN GROUP				
DRAWN BY: A.D.B. & T.C.H. CHECKED BY: A.D.B. FIELD BOOK/PAGE(S): 360/15-75, 362/1-13, 364/15-18				
REV DATE BY CKD DESCRIPTION				
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DATE OF SIGNATURE				
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BRADSHAW-NILES & ASSOCIATES, INC. SURVEYING AND MAPPING CONSULTANTS LICENSED BUSINESS NO. 6824 280 BUSINESS PARK CIRCLE, SUITE 410 ST. AUGUSTINE, FLORIDA 32095 (904) 829-2591 FAX: (904) 829-5070				

OCEAN WALK UNIT I & II,
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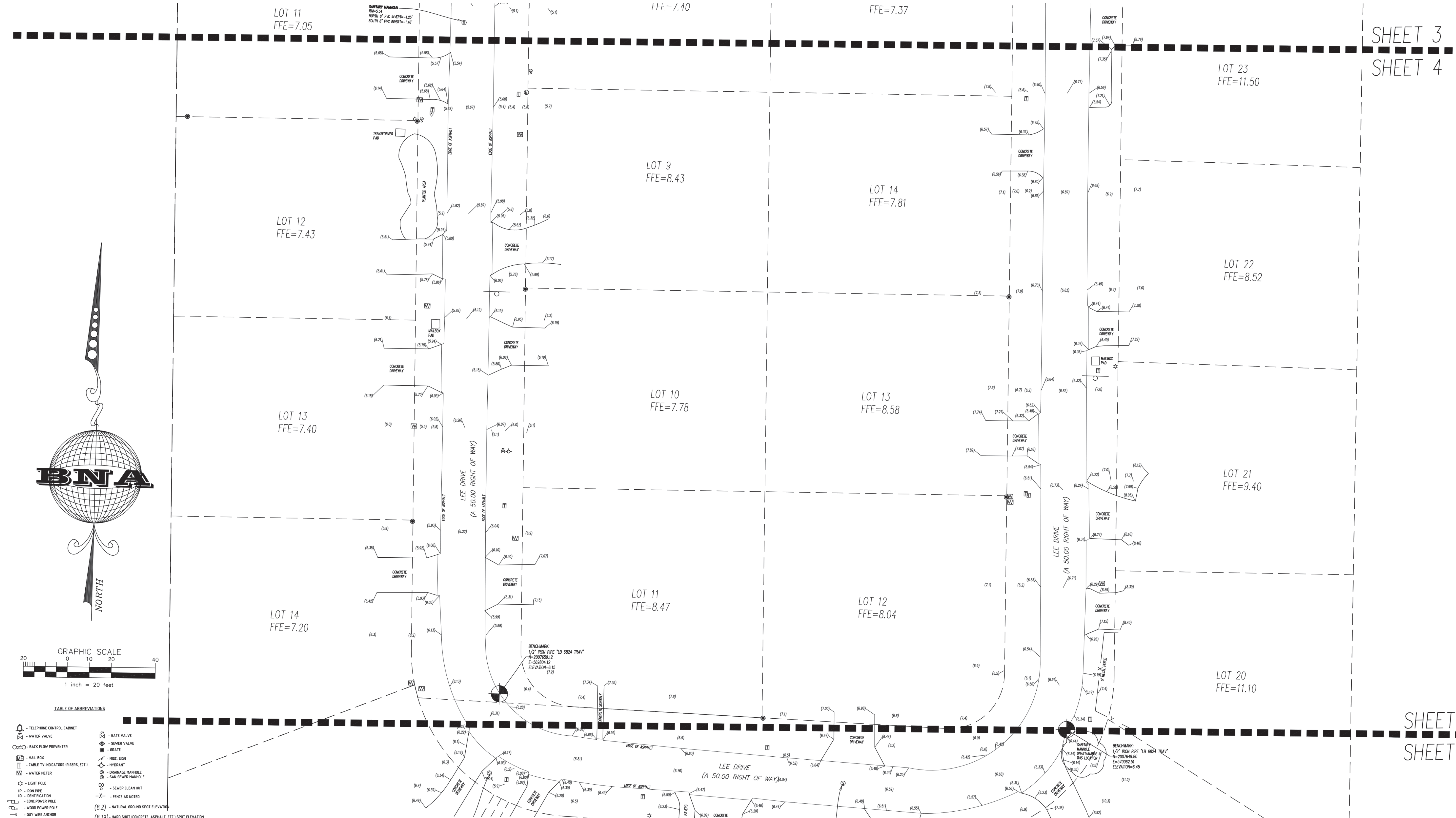


SHEET 3
SHEET 4

PROJECT NUMBER 792-028		GENERAL NOTES: 1. ALL COORDINATES AND BEARINGS SHOWN HEREIN ARE REFERENCED TO THE FLORIDA STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983-1990 ADJUSTMENT IN D. 83/90 FOR THE EAST ZONE OF THE STATE OF FLORIDA, TRANSVERSE MERCATOR PROJECTION AND BASED ON NATIONAL GEODETIC SURVEY CONTROL. POINTS AS FOLLOWS: "JACKSONVILLE CORS ARP" N 30° 29' 22.55" W 082° 12' 05.33" SCALE FACTOR CONVERGENCE=0.99999911 THIS IS A GPS CONTINUOUSLY OPERATING REFERENCE STATION "JACKSONVILLE CORS ARP" N 29° 41' 15.57" W 082° 10' 36.78" SCALE FACTOR CONVERGENCE=0.99996288 THIS IS A GPS CONTINUOUSLY OPERATING REFERENCE STATION THIS SURVEY WAS CONDUCTED FOR THE PURPOSE OF A TOPOGRAPHIC SURVEY ONLY AND IS NOT INTENDED TO DELINEATE THE REGULATORY JURISDICTION OF ANY FEDERAL, STATE, REGIONAL, OR LOCAL AGENCY, BOARD, COMMISSION OR OTHER ENTITY. UNDERGROUND UTILITIES HAVE NOT BEEN LOCATED EXCEPT WHERE VISIBLE SURFACE EVIDENCE EXISTS. THIS IS A 5 PAGE DOCUMENT AND NOT VALID UNLESS ALL 5 SHEETS ARE PRESENT. NOT ABSTRACTED FOR EASEMENTS, NO ABSTRACT OF TITLE FURNISHED. ALL ELEVATIONS ARE IN U.S. SURVEY FEET. PRIMARY BENCHMARK H 322 ELEVATION=5.78 N.A.V.D. 88		THIS SURVEY MEETS THE STANDARDS OF PRACTICE FOR PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO CHAPTERS 63-17.051 & 63-17.052 F.A.C. 07/21/2021 FIELD WORK COMPLETED		CERTIFIED TO: MATTHEWS DESIGN GROUP DATE OF SIGNATURE		DRAWN BY: A.D.B. & T.C.H. CHECKED BY: A.D.B. FIELD BOOK/PAGE(S): 360/15-75, 362/1-13, 364/15-18 REV DATE BY CKD DESCRIPTION		BRADSHAW-NILES & ASSOCIATES, INC. SURVEYING AND MAPPING CONSULTANTS LICENSED BUSINESS NO. 6824 260 BUSINESS PARK CIRCLE, SUITE 410 ST. AUGUSTINE, FLORIDA 32095 (904) 829-2591 FAX: (904) 829-5070	
DATE: 8/10/2021											
SCALE: 1"=20'											
DRAWING No.: TOPO											
SHEET No. 3/5											
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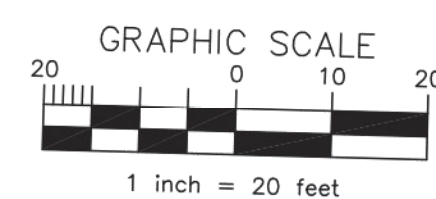


























SHEET 3
SHEET 4


SHEET 4
SHEET 5

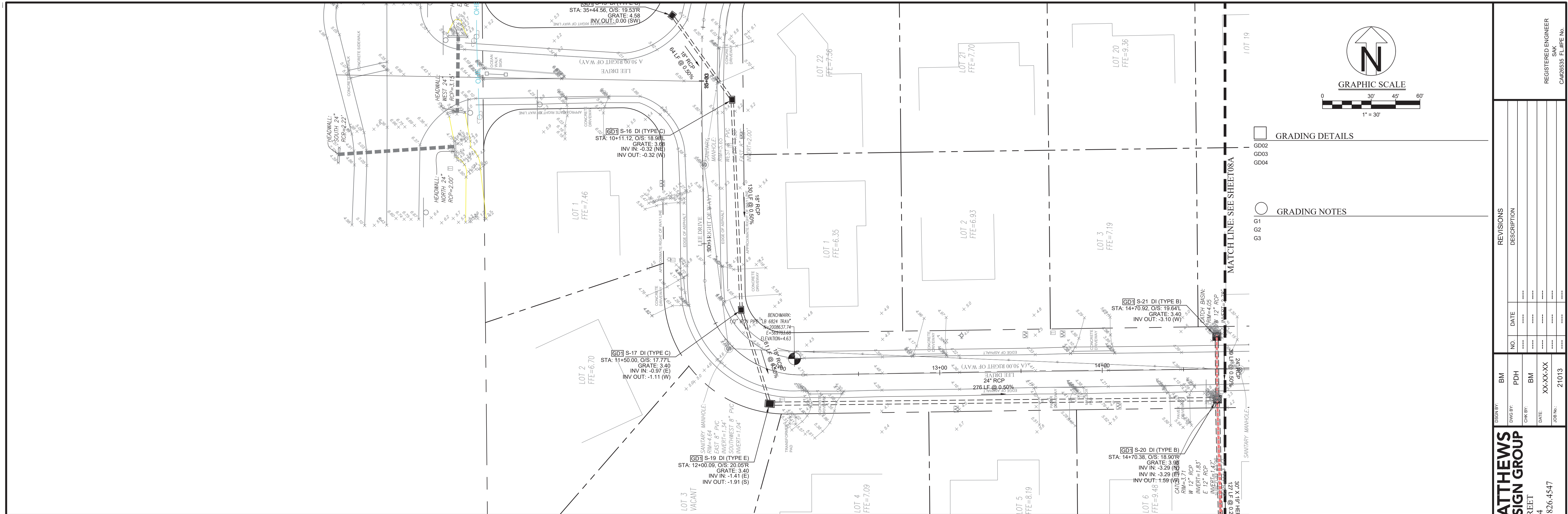
PROJECT NUMBER 792-028		DATE: 8/10/2021		SCALE: 1"=20'		DRAWING No.: TOPO		SHEET No.: 4/5																																																			
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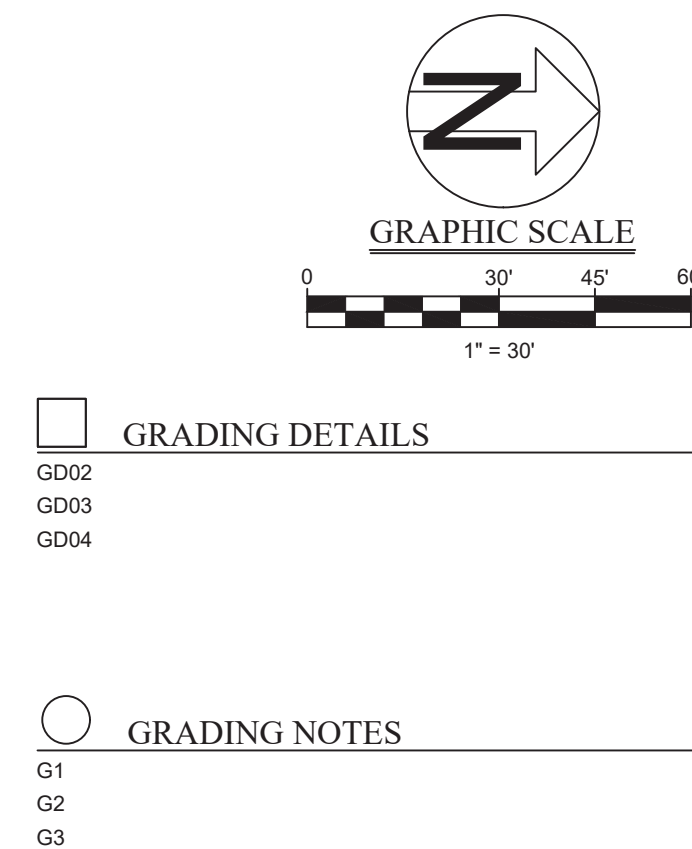
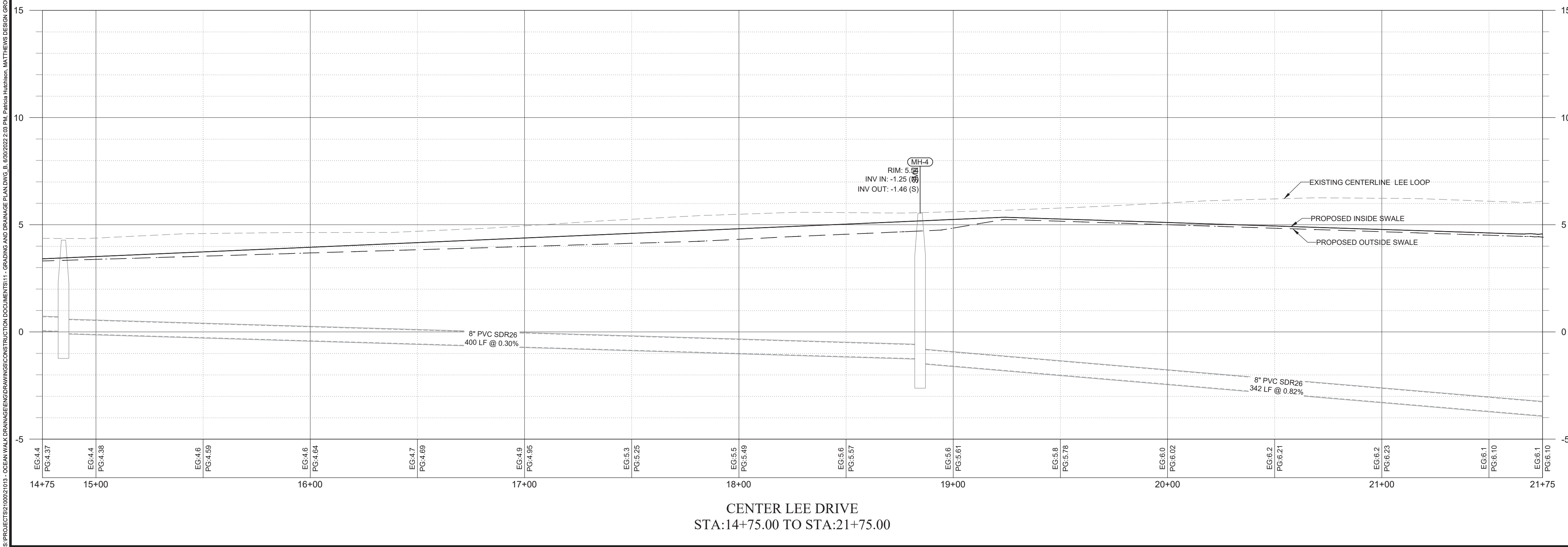
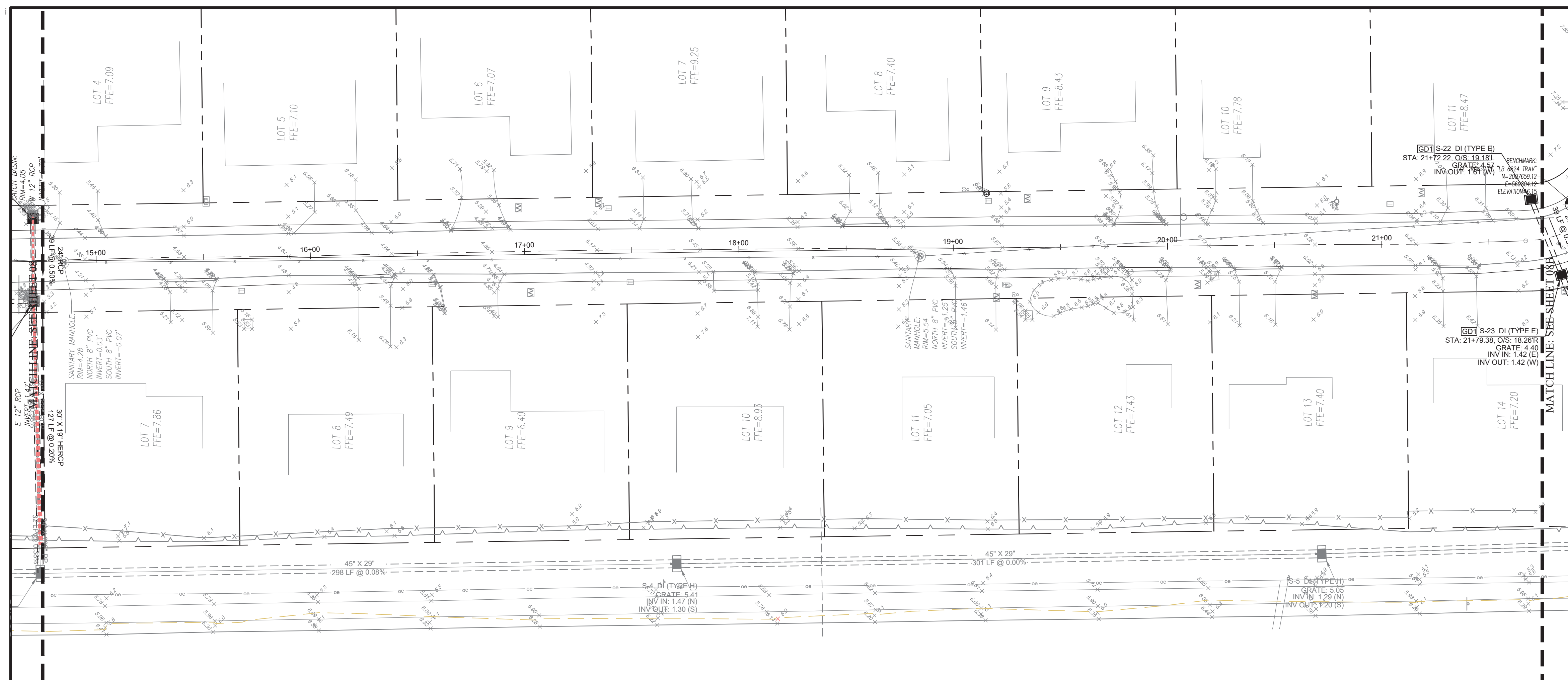
<u>TABLE OF ABBREVIATIONS</u>	
	— TELEPHONE CONTROL CABINET
	— WATER VALVE
	— BACK FLOW PREVENTER
	— MAIL BOX
	— CABLE TV INDICATORS (HISERS, ETC.)
	— WATER METER
	— LIGHT POLE
	— IRON PIPE
	— IDENTIFICATION
	— CONCRETE POWER POLE
	— WOOD POWER POLE
	— GUY WIRE ANCHOR
	— ELEC. CONTROL CABINET
	— GATE VALVE
	— SEWER VALVE
	— GRATE
	— MISC. SIGN
	— HYDRANT
	— SQUARE HANDLE
	— SAN SEWER HANDLE
	— SEWER CLEAN OUT
	— FENCE AS NOTED
	— NATURAL GROUND SPOT ELEVATION
	— HARD SPOT (CONCRETE, ASPHALT, ETC) SPOT ELEVATION

PROJECT NUMBER <div style="font-size: 24pt; font-weight: bold;">792-028</div>		GENERAL NOTES 1. ALL COORDINATES AND BEARINGS SHOWN HEREIN ARE REFERENCED TO THE FLORIDA STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM OF 1983-1995 ADJUSTMENT (N.A.D.83/95) FOR THE EAST ZONE OF THE STATE OF FLORIDA, TRANSVERSE MERCATOR PROJECTION AND BASED ON NATIONAL GEODETIC SURVEY CONTROL POINTS AS FOLLOWS: <div style="display: flex; justify-content: space-between;"> <div> "JACKSONVILLE CORS ADP" N 30°29'02.515" W 08°45'05.330" </div> <div> "GAINESVILLE CORS ADP" N 29°41'11.557" W 08°07'36.736" </div> </div> SCALE FACTOR (CONVERGENCE+0.99991111) SCALE FACTOR (CONVERGENCE+0.99962888) THIS IS A GPS CONTINUOUSLY OPERATING REFERENCE STATION THIS IS A GPS CONTINUOUSLY OPERATING REFERENCE STATION 2. THIS SURVEY HAS BEEN CONDUCTED FOR THE PURPOSE OF A TOPOGRAPHIC SURVEY ONLY AND IS NOT INTENDED TO DELINEATE THE REGULATORY JURISDICTION OF ANY FEDERAL, STATE, REGIONAL, OR LOCAL AGENCY, BOARD, COMMISSION OR OTHER ENTITY. UNDERGROUND UTILITIES HAVE NOT BEEN LOCATED EXCEPT WHERE VISIBLE SURFACE EVIDENCE EXISTS. 4. THIS IS A 5 PAGE DOCUMENT AND NOT VALID UNLESS ALL 5 SHEETS ARE PRESENT. 5. NOT ABSTRACTED FOR EASEMENTS. NO ABSTRACT OF TITLE FURNISHED. 6. ALL ELEVATIONS ARE IN U.S. SURVEY FEET. PRIMARY BENCHMARK H 322 ELEVATION=5.78 N.A.D. 88		THIS SURVEY MEETS THE STANDARDS OF PRACTICE FOR PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO CHAPTERS 5J-17.051 & 5J-17.052 F.A.C.		CERTIFIED TO: <div style="font-weight: bold;">MATTHEWS DESIGN GROUP</div>		DRAWN BY: A.D.B. & C.L.N. CHECKED BY: A.D.B. FIELD BOOK/PAGE(S): 360/15-75, 362/1-13, 364/15-18		<div style="text-align: center;">  BRADSHAW-NILES & ASSOCIATES, INC. SURVEYING AND MAPPING CONSULTANTS LICENSED BUSINESS NO. 6824 280 BUSINESS PARK CIRCLE, SUITE 410 ST. AUGUSTINE, FLORIDA 32095 (904) 829-2591 FAX: (904) 829-5070 </div>	
DATE: 8/10/2021 SCALE: 1"=20' DRAWING No.: TOPO SHEET No. 5/5		<div style="display: flex; justify-content: space-between;"> <div> 07/21/2021 FIELD WORK COMPLETED </div> <div> _____ DATE OF SIGNATURE </div> </div>		<div style="display: flex; justify-content: space-between;"> <div> _____ ALBERT D. BRADSHAW, P.S.M., FLORIDA CERTIFICATION NO. 5257 </div> <div> THIS SURVEY IS CERTIFIED FOR THE EXCLUSIVE USE OF THE CLIENT NAMED HEREON AND IS NOT VALID WITHOUT THE SIGNATURE AND RAISED SEAL OF THE PROFESSIONAL SURVEYOR AND MAPPER OF FLORIDA SHOWN HEREIN. </div> </div>							



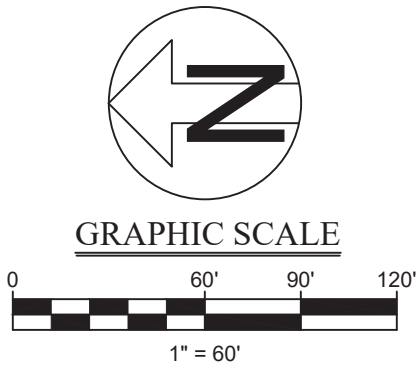
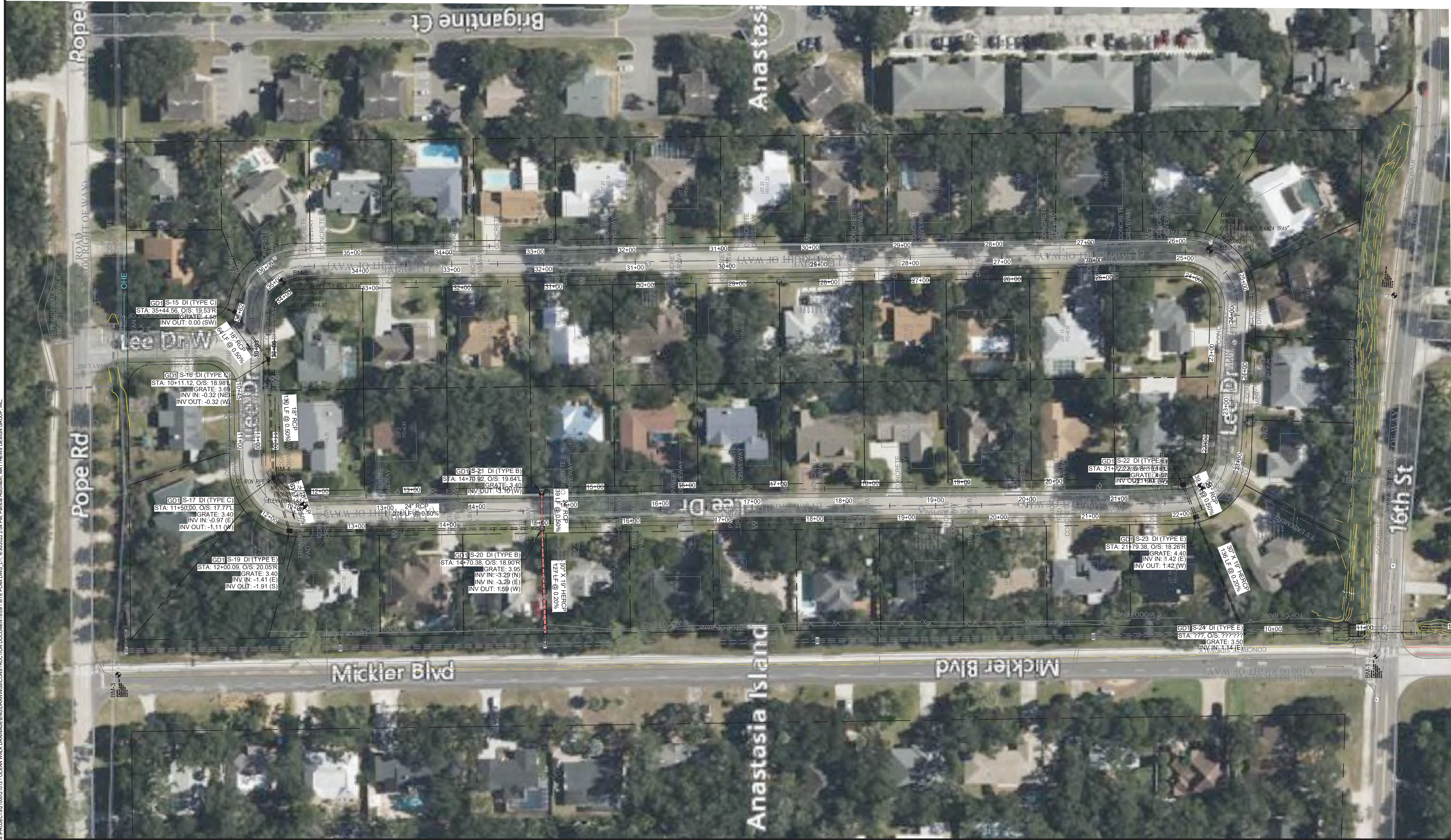
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DWG BY:	PDH	NO.	DATE	
CHK BY:	BM	NO.	DATE	
DATE	XX-XX-XX	NO.	DATE	
JOB No.	21013	NO.	DATE	

DESIGN BY:	BM	REVISIONS		REGISTERED ENGINEER SAC CAP26535 FLA PE No.
DWG BY:	PDH	NO.	DATE	
CHK BY:	BM	NO.	DATE	
DATE	XX-XX-XX	NO.	DATE	
JOB No.	21013	NO.	DATE	



SHEET No. 08A OF XX	11 - GRADING AND DRAINAGE PLAN - B		 MATTHEWS DESIGN GROUP P.O. BOX 3126, 7 WALDO STREET ST. AUGUSTINE, FL 32084 PHONE: 904.826.1334 • FAX: 904.826.4547 INFO@MDG.DNC.COM	DESIGN BY:	BM	REVISIONS	
	OCEAN WALK DRAINAGE ASSESSMENT CITY OF ST. AUGUSTINE BEACH PREPARED FOR CITY OF ST. AUGUSTINE BEACH			DRAWN BY:	PDH	DATE	DESCRIPTION
			CHK BY:	BM			
			DATE:	XX-XX-XX			
			JOB No.	21013			
			REGISTERED ENGINEER SAK CAP#26335 FL#PIE No.				

S:\PROJECTS\10021413 - OCEAN WALK DRAINAGE\DRAWINGS\CONSTRUCTION DOCUMENTS\09 - SITE PLANS\02 - 24 PLY Drafts\Matthews_Matthews DESIGN GROUP, INC.



SITE DETAILS	
SD01	
SD02	
SD03	

SITE NOTES	
S1	
S2	
S3	

GENERAL NOTES	
1.	ALL DIMENSIONS ARE LISTED TO THE EDGE OF PAVEMENT AND/OR FACE OF CURB.
2.	ALL RADII ARE 5' UNLESS OTHERWISE NOTED.

SIC PLANNING NOTES	
1.	LOCATION AND SCREENING OF MECHANICAL EQUIPMENT SHALL ADHERE TO SECTION 6.06.04.B.9 OF THE LDC.
2.	DUMPSTERS AND SOLID WASTE SCREENING SHALL ADHERE TO SECTION 6.06.04.B.8 OF THE LDC.
3.	OUTDOOR STORAGE SCREENING SHALL ADHERE TO SECTION 6.06.04.B.7 OF THE LDC.

BENCHMARKS	
BM1	1/2" IRON PIPE "LB 6824 TRAV", N: 2,007,468.55, E: 569,618.76, EL: 7.08' N.A.V.D. 88
BM2	1/2" IRON PIPE "LB 6824 TRAV", N: 2,007,659.12, E: 569,804.12, EL: 6.15' N.A.V.D. 88
BM3	1/2" IRON PIPE "LB 6824 TRAV", N: 2,008,839.88, E: 569,599.07, EL: 6.26' N.A.V.D. 88
BM4	1/2" IRON PIPE "LB 6824 TRAV", N: 2,008,637.74, E: 569,783.68, EL: 4.63' N.A.V.D. 88
BM5	1/2" IRON PIPE "LB 6824 TRAV", N: 2,008,660.42, E: 570,028.22, EL: 6.97' N.A.V.D. 88
BM6	1/2" IRON PIPE "LB 6824 TRAV", N: 2,007,649.80, E: 570,062.51, EL: 6.45' N.A.V.D. 88

OCEAN WALK DRAINAGE ASSESSMENT

CITY OF ST. AUGUSTINE BEACH

PREPARED FOR

CITY OF ST. AUGUSTINE BEACH

MATTHEWS DESIGN GROUP

P.O. BOX 3126, 7 WALDO STREET

ST. AUGUSTINE, FL 32084

PHONE: 904.826.1334 • FAX: 904.826.4547

INFO@MDGINC.COM

DESIGN BY	BM
DRAWN BY	PDH
CHECK BY	BM
DATE	XX-XX-XX
JOB No.	21013

REVISIONS	
NO	DATE

REGISTERED ENGINEER

CAN26535 FL PE NO.

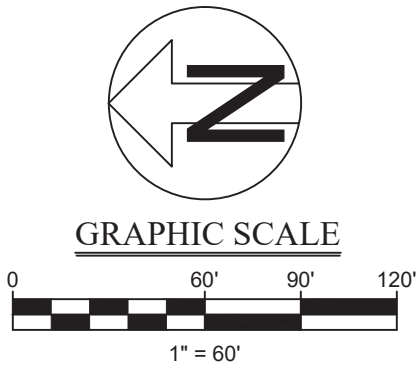
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C:\PROJECTS\100214101_OCEAN WALK DRAINAGE\CONSTRUCTION DOCUMENTS\09 SITE PLAN\09 SITE PLAN.DWG, 04/13/2023 2:04 PM, Dennis Matthews, MATTHEWS DESIGN GROUP, INC.



BENCHMARKS

- BM1 1/2" IRON PIPE "LB 6824 TRAV", N: 2,007,468.55, E: 569,618.76, EL: 7.08' N.A.V.D. 88
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BM4 1/2" IRON PIPE "LB 6824 TRAV", N: 2,008,637.74, E: 569,783.68, EL: 4.63' N.A.V.D. 88
BM5 1/2" IRON PIPE "LB 6824 TRAV", N: 2,008,660.42, E: 570,028.22, EL: 6.97' N.A.V.D. 88
BM6 1/2" IRON PIPE "LB 6824 TRAV", N: 2,007,649.80, E: 570,062.51, EL: 6.45' N.A.V.D. 88



- SITE DETAILS
- SD01
SD02
SD03

- SITE NOTES
- S1
S2
S3

GENERAL NOTES

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SIC PLANNING NOTES

1. LOCATION AND SCREENING OF MECHANICAL EQUIPMENT SHALL ADHERE TO SECTION 6.06.04.B.9 OF THE LDC.
2. DUMPSTERS AND SOLID WASTE SCREENING SHALL ADHERE TO SECTION 6.06.04.B.8 OF THE LDC.
3. OUTDOOR STORAGE SCREENING SHALL ADHERE TO SECTION 6.06.04.B.7 OF THE LDC.

SITE PLAN

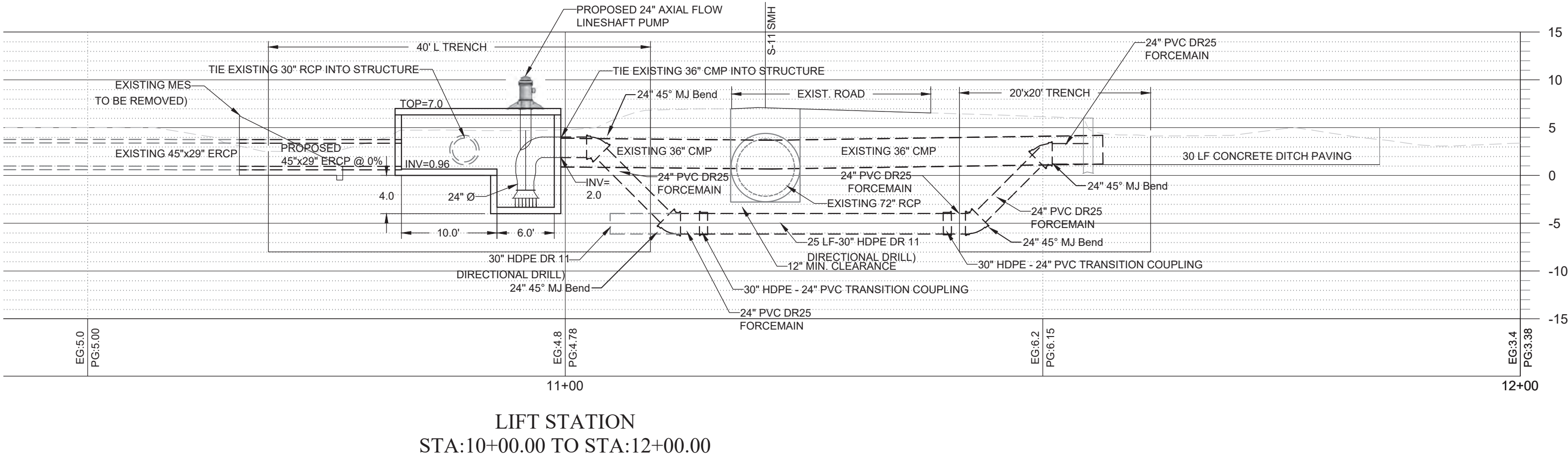
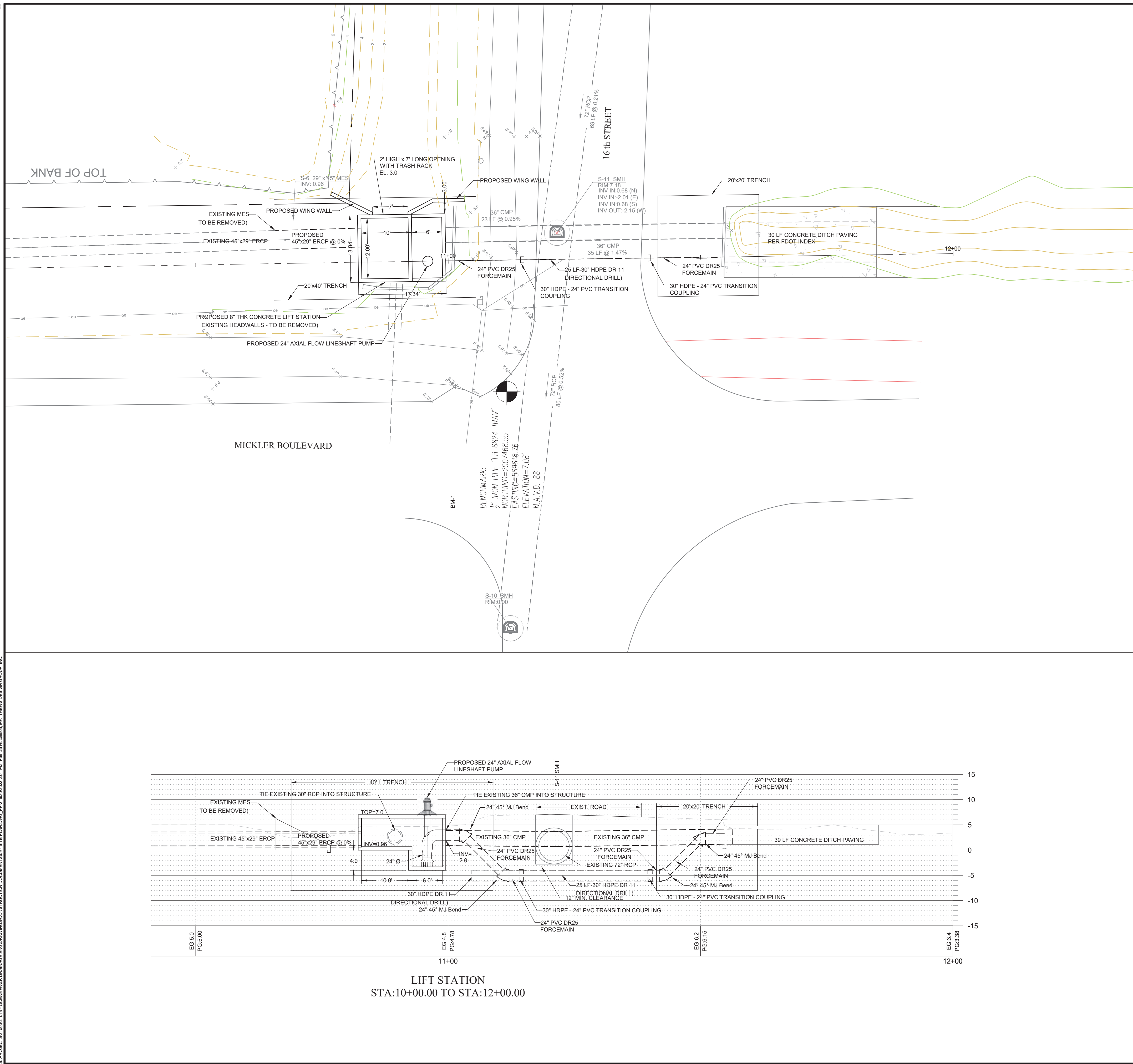
OCEAN WALK DRAINAGE ASSESSMENT
CITY OF ST. AUGUSTINE BEACH
PREPARED FOR
CITY OF ST. AUGUSTINE BEACH

MATTHEWS DESIGN GROUP
P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084
PHONE: 904.826.1334 • FAX: 904.826.4547
INFO@MDGINC.COM

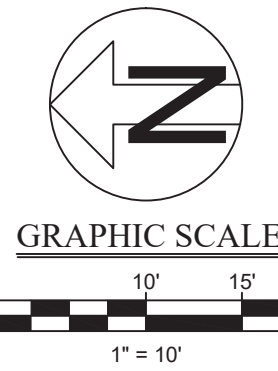
DESIGN BY	BM	REVISIONS	
		NO	DATE
DWG BY	PDH		
CNK BY	BM		
DATE	XX-XX-XX		
JOB No.	21013		

REGISTERED ENGINEER
CA26535 FL PIPE NO.

S:\PROJECTS\105201015_OCEAN WALK DRAINAGE\DRAWINGS\CONSTRUCTION DOCUMENTS\09 SITE PLAN\09C.DWG, 10/20/2023 2:04 PM, Patrick Hubbard, MATTHEWS DESIGN GROUP, INC.



LIFT STATION
STA:10+00.00 TO STA:12+00.00



SITE DETAILS

SD01
SD02
SD03

SITE NOTES

S1
S2
S3

GENERAL NOTES

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SJC PLANNING NOTES

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- OUTDOOR STORAGE SCREENING SHALL ADHERE TO SECTION 6.06.04.B.7 OF THE LDC.

BENCHMARKS

BM1 1/2" IRON PIPE "LB 6824 TRAV", N: 2,007,468.55, E: 569,618.76, EL: 7.08' N.A.V.D. 88

LIFT STATION SITE PLAN

OCEAN WALK DRAINAGE ASSESSMENT
CITY OF ST. AUGUSTINE BEACH
PREPARED FOR
CITY OF ST. AUGUSTINE BEACH

MATTHEWS DESIGN GROUP

P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084
PHONE: 904.826.1334 • FAX: 904.826.4547
INFO@MDGINC.COM

REVISIONS

NO.	DATE	DESCRIPTION

DESIGN BY: BM
DRAWN BY: PDH
CHECK BY: BM
DATE: XX-XX-XX
JOB NO.: 21013

REGISTERED ENGINEER
CAP25535 FL RPE NO.

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BENCHMARKS

- BM1 1/2" IRON PIPE "LB 6824 TRAV", N: 2,007,468.55, E: 569,618.76, EL: 7.08' N.A.V.D. 88
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- BM5 1/2" IRON PIPE "LB 6824 TRAV", N: 2,008,660.42, E: 570,028.22, EL: 6.97' N.A.V.D. 88
- BM6 1/2" IRON PIPE "LB 6824 TRAV", N: 2,007,649.80, E: 570,062.51, EL: 6.45' N.A.V.D. 88

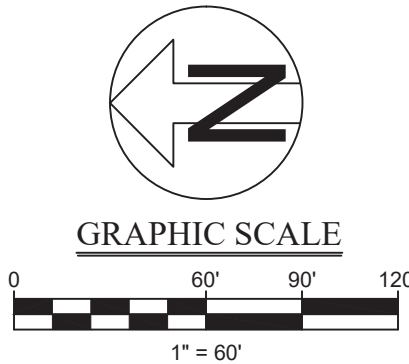


FIGURE 1 - AERIAL IMAGE

OCEAN WALK DRAINAGE ASSESSMENT
CITY OF ST. AUGUSTINE BEACH
PREPARED FOR
CITY OF ST. AUGUSTINE BEACH

MATTHEWS DESIGN GROUP
P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084
PHONE: 904.826.1334 • FAX: 904.826.4547
INFO@MDGINC.COM

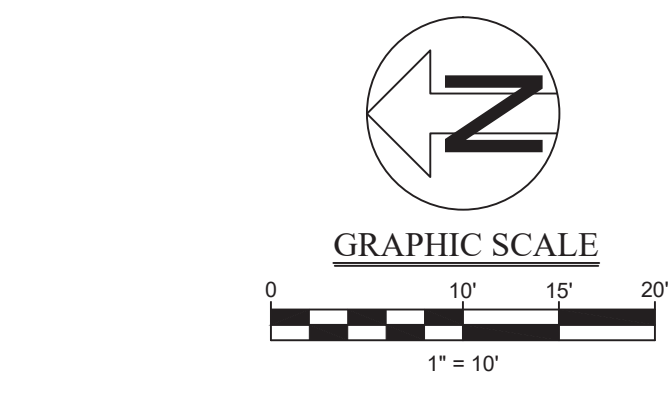
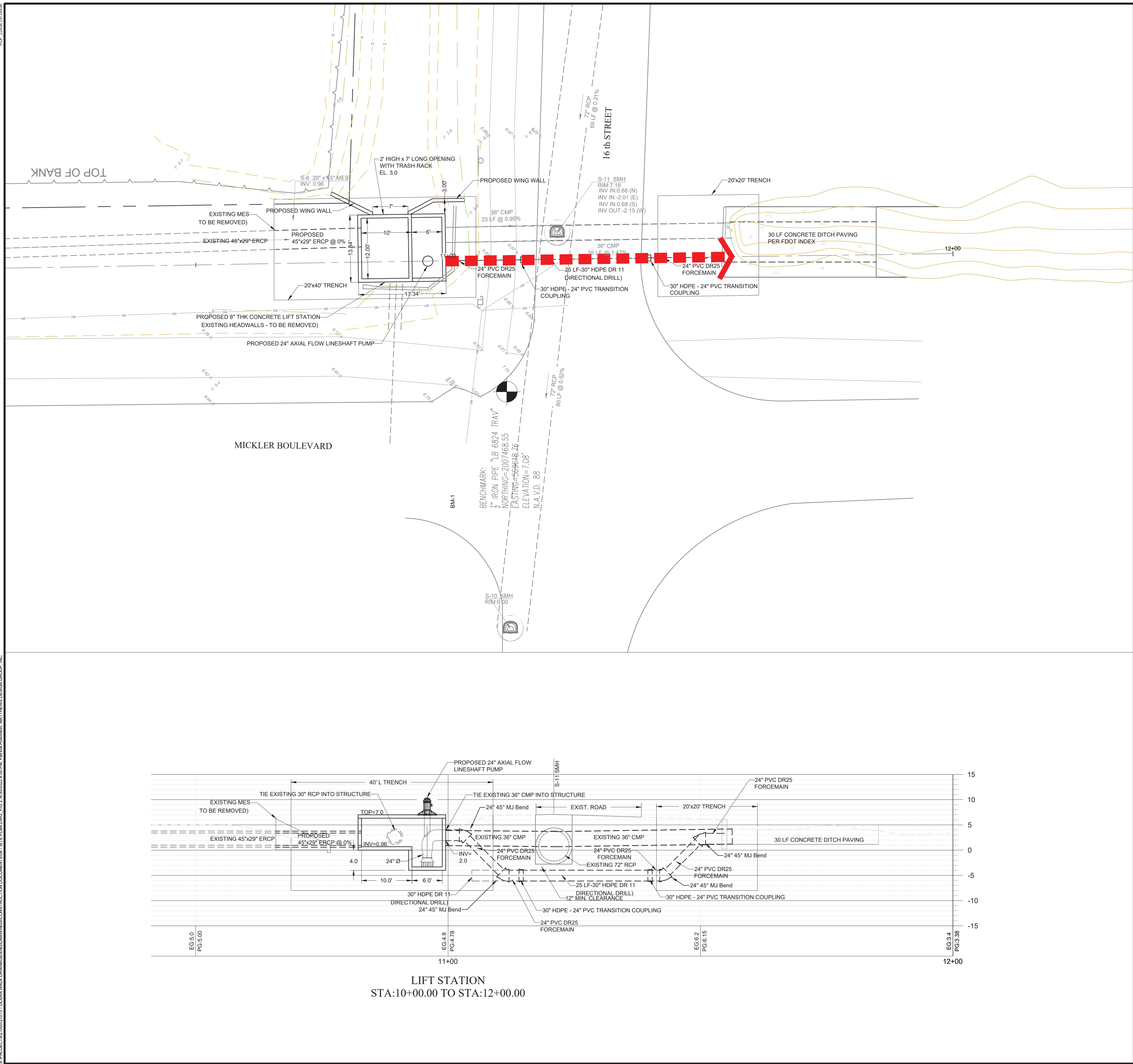
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DRAWN BY	PDH	----	----	DESCRIPTION
CHECK BY	BM	----	----	----
DATE	XX-XX-XX	----	----	----
JOB NO.	21013	----	----	----

REGISTERED ENGINEER
CA66553 FL PIPE NO.

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PROJECT: 2024010101, OCEAN WALK DRAINAGE CONSTRUCTION DOCUMENTS, SITE PLAN, FIG. 2, 03/02/2023, 4:50 PM, Patrick Harrison, MATTHEWS DESIGN GROUP, INC.

PDF: 2024.01.01.01



☐ SITE DETAILS

SD01
SD02
SD03

☐ SITE NOTES

S1
S2
S3

GENERAL NOTES

- ALL DIMENSIONS ARE LISTED TO THE EDGE OF PAVEMENT AND/OR FACE OF CURB.
- ALL RADI ARE 5' UNLESS OTHERWISE NOTED.

SJC PLANNING NOTES

- LOCATION AND SCREENING OF MECHANICAL EQUIPMENT SHALL ADHERE TO SECTION 6.06.04.B.9 OF THE LDC.
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- OUTDOOR STORAGE SCREENING SHALL ADHERE TO SECTION 6.06.04.B.7 OF THE LDC.

BENCHMARKS

BM1 1/2" IRON PIPE "LB 6824 TRAV", N: 2,007,468.55, E: 569,618.76, EL: 7.08' N.A.V.D. 88

REVISIONS	
NO.	DATE

DESIGN BY	BM
DRAWN BY	PDH
CHECK BY	BM
DATE	XX-XX-XX
JOB NO.	21013

MATTHEWS DESIGN GROUP

P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084
PHONE: 904.826.1334 • FAX: 904.826.4547
INFO@MDGINC.COM

FIGURE 2 - LIFT STATION SITE PLAN

OCEAN WALK DRAINAGE ASSESSMENT

CITY OF ST. AUGUSTINE BEACH

PREPARED FOR

CITY OF ST. AUGUSTINE BEACH

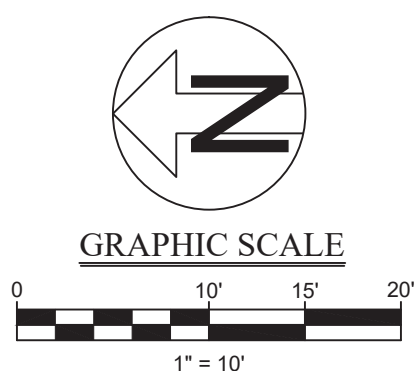
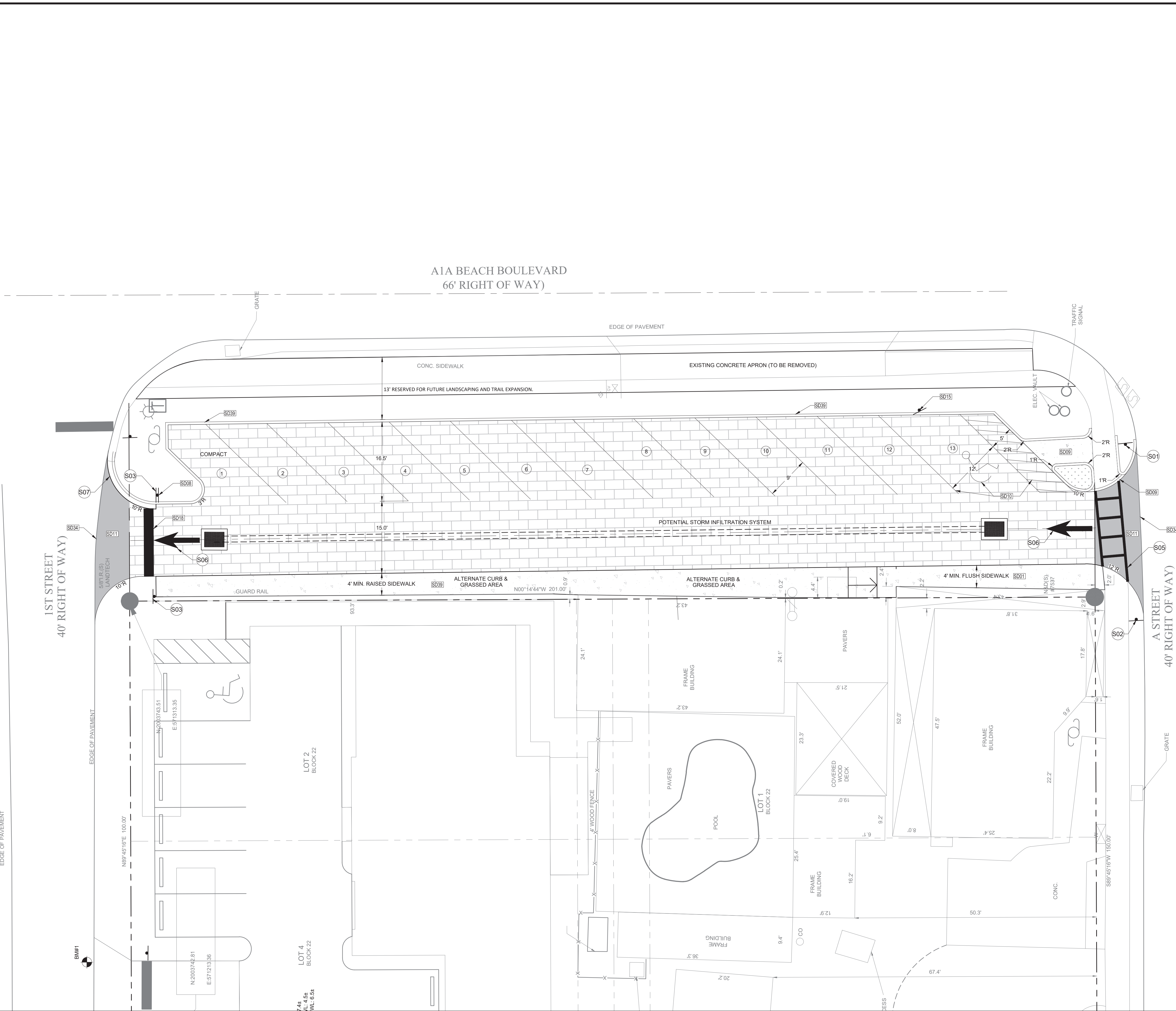
SHEET NO.: 2

OF 2

REGISTERED ENGINEER
CA66535 FL APE NO.

This firm has been duly licensed and qualified by the State of Florida to provide engineering services. The engineer's signature and seal are required on all drawings. The seal of the engineer must be placed on all drawings. The seal of the engineer must be placed on all drawings.

A STREET / 1ST STREET WEST PARKING LOT ALIGNMENT OPTIONS



□ SITE DETAILS

- | | |
|------|--|
| SD01 | CONCRETE SIDEWALK DETAIL |
| SD08 | STOP SIGN |
| SD09 | WHEELCHAIR RAMP IN SIDEWALK AT CURB RETURN |
| SD10 | PARKING PAINT STRIPING |
| SD11 | PAVEMENT SECTION |
| SD14 | RIBBON CURB |
| SD15 | ACCESSIBLE PARKING SIGN |
| SD18 | STOP BAR |
| SD25 | CURB WALK |
| SD26 | DETECTABLE WARNING STRIP |
| SD34 | CONNECTION TO EXISTING PAVEMENT |
| SD39 | HEADER CURB |

○ SITE NOTES

- | | |
|-----|--|
| S01 | ONE WAY LEFT SIGN (R6-1L). |
| S02 | ONE WAY RIGHT SIGN (R6-1R). |
| S03 | DO NOT ENTER SIGN (R5-1). |
| S04 | CONCRETE SIDEWALK (FDOT INDEX 522-001). |
| S05 | CROSS WALK - 12" SOLID WHITE (FDOT INDEX 711-001). |
| S06 | THRU LANE-USE ARROW (FDOT INDEX 711-001). |
| S07 | CURB AND GUTTER TO MATCH EXISTING |

GENERAL NOTES

1. ALL DIMENSIONS ARE LISTED TO THE EDGE OF PAVEMENT AND/OR FACE OF CURB.
2. ALL RADII ARE 5' UNLESS OTHERWISE NOTED.





PARKING CALCULATIONS

TOTAL PROVIDED	=	13 SPACES
ADA PROVIDED	=	1 SPACES
COMPACT PROVIDED	=	1 SPACES

BENCHMARKS

- | BENCHMARKS | |
|------------|--|
| BM1 | DESCRIPTION, NORTHING, EASTING, ELEVATION. |
| BM2 | DESCRIPTION, NORTHING, EASTING, ELEVATION. |
| BM3 | DESCRIPTION, NORTHING, EASTING, ELEVATION. |

HATCH LEGEND

PATCH LEGEND	
BRICK PAVERS	
CONCRETE	
PAVEMENT	
LANDSCAPE	

SITE PLAN - ALTERNATE - A

A STREET PARKING
CITY OF ST. AUGUSTINE BEACH
PREPARED FOR
CITY OF ST. AUGUSTINE BEACH

SHEET No.:
4A
OF XX

**MATTHEWS
DESIGN GROUP**

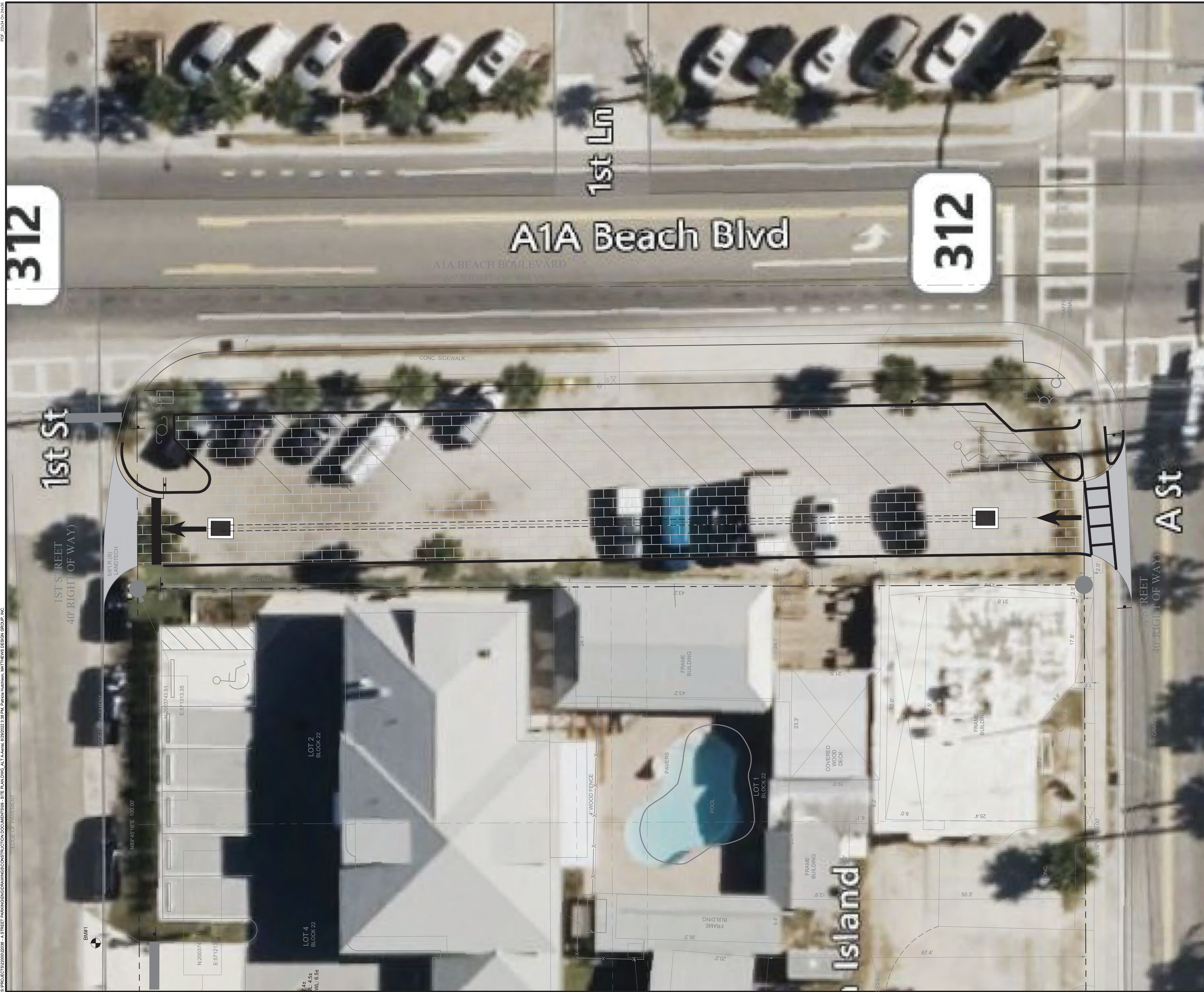
P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084

PHONE: 904.826.1334 • FAX: 904.826.4547
INFO@MDGINC.COM

ISSON BY:		SAK		REVISONS	
MO BY:	MUM	NO.	DATE	DESCRIPTION	
HK BY:	RAM	00000000	00000000		
DATE:	XX-XX-XX	00000000	00000000		
ISS No.	22036	00000000	00000000		

REGISTERED ENGINEER	EOR CA#26535 FL#PE NO.

This form has been digitally signed and sealed by EOR on the date adjacent to the seal.



	SITE DETAILS
SD01	CONCRETE SIDEWALK DETAIL
SD08	STOP SIGN
SD09	WHEELCHAIR RAMP IN SIDEWALK AT CURB RETURN
SD10	PARKING PAINT STRIPING
SD11	PAVEMENT SECTION
SD14	RIBBON CURB
SD15	ACCESSIBLE PARKING SIGN
SD18	STOP BAR
SD25	CURB WALK
SD26	DETECTABLE WARNING STRIP
SD34	CONNECTION TO EXISTING PAVEMENT
SD39	HEADER CURB

GENERAL NOTES

1. ALL DIMENSIONS ARE LISTED TO THE EDGE OF PAVEMENT AND/OR FACE OF CURB.
2. ALL RADII ARE 5' UNLESS OTHERWISE NOTED.

PARKING CALCULATIONS		
TOTAL PROVIDED	=	13 SPACES
ADA PROVIDED	=	1 SPACES
COMPACT PROVIDED	=	1 SPACES

BENCHMARKS

BM1	DESCRIPTION, NORTHING, EASTING, ELEVATION.
BM2	DESCRIPTION, NORTHING, EASTING, ELEVATION.
BM3	DESCRIPTION, NORTHING, EASTING, ELEVATION.

HATCH LEGEND	
BRICK PAVERS	
CONCRETE	
PAVEMENT	
LANDSCAPE	

SHEET No. 4B

OF XX

SITE PLAN - ALTERNATE - B

A STREET PARKING

CITY OF ST. AUGUSTINE BEACH

PREPARED FOR

CITY OF ST. AUGUSTINE BEACH

MATTHEWS

DESIGN GROUP



P.O. BOX 3126, 7 WALDO STREET

ST. AUGUSTINE, FL 32084

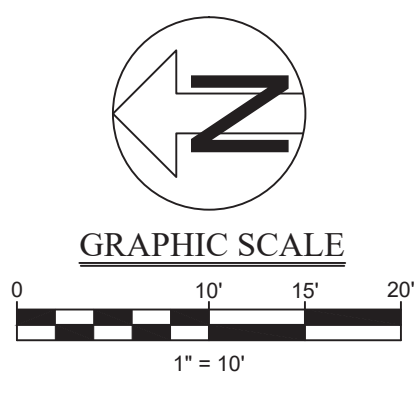
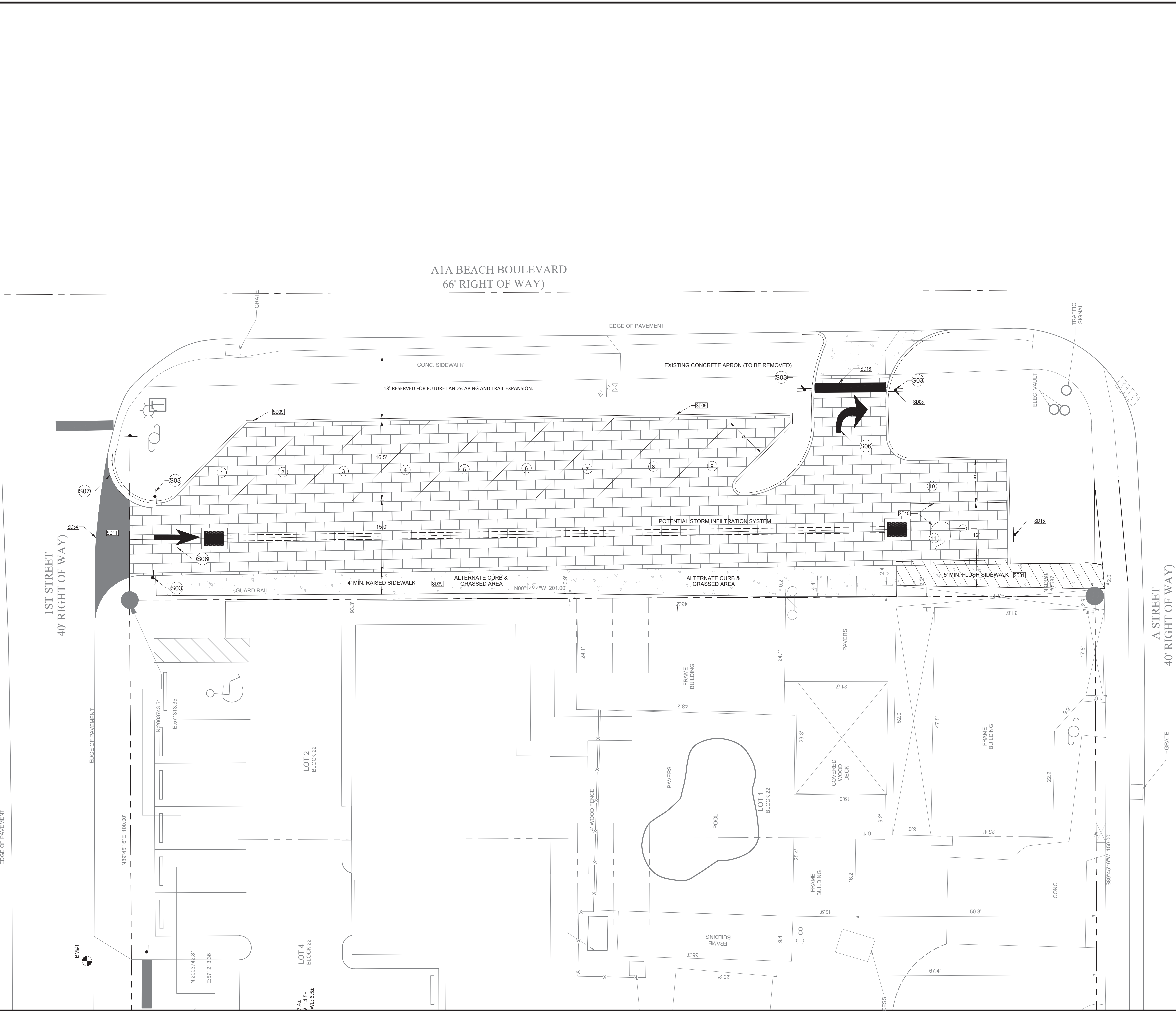
PHONE: 904.826.1334 • FAX: 904.826.4547

INFO@MDGINC.COM

DESIGNED BY:		SAK	REVISIONS	
DATE	CHK BY:	NO.	DATE	DESCRIPTION

JOB NO.: 22036

REGISTERED ENGINEER
EOR
CAP#9535 FL#PE NO.







- | | <h2>SITE DETAILS</h2> |
|------|--|
| SD01 | CONCRETE SIDEWALK DETAIL |
| SD08 | STOP SIGN |
| SD09 | WHEELCHAIR RAMP IN SIDEWALK AT CURB RETURN |
| SD10 | PARKING PAINT STRIPING |
| SD11 | PAVEMENT SECTION |
| SD14 | RIBBON CURB |
| SD15 | ACCESSIBLE PARKING SIGN |
| SD18 | STOP BAR |
| SD25 | CURB WALK |
| SD26 | DETECTABLE WARNING STRIP |
| SD34 | CONNECTION TO EXISTING PAVEMENT |
| SD39 | HEADER CURB |

- | | SITE NOTES |
|-----|--|
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| S02 | ONE WAY RIGHT SIGN (R6-1R). |
| S03 | DO NOT ENTER SIGN (R5-1). |
| S04 | CONCRETE SIDEWALK (FDOT INDEX 522-001). |
| S05 | CROSS WALK - 12" SOLID WHITE (FDOT INDEX 711-001). |
| S06 | THRU LANE-USE ARROW (FDOT INDEX 711-001). |
| S07 | CURB AND GUTTER TO MATCH EXISTING. |

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-
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PARKING CALCULATIONS		
TOTAL PROVIDED	=	11 SPACES
ADA PROVIDED	=	1 SPACES

- ## BENCHMARKS
- | | |
|-----|--|
| BM1 | DESCRIPTION, NORTHING, EASTING, ELEVATION. |
| BM2 | DESCRIPTION, NORTHING, EASTING, ELEVATION. |
| BM3 | DESCRIPTION, NORTHING, EASTING, ELEVATION. |

HATCH LEGEND	
BRICK PAVERS	
CONCRETE	
PAVEMENT	
LANDSCAPE	

SITE PLAN ALTERNATE B

A STREET PARKING

CITY OF ST. AUGUSTINE BEACH

PREPARED FOR

CITY OF ST. AUGUSTINE BEACH

**MATTHEWS
DESIGN GROUP**

P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084

PHONE: 904.826.1334 • FAX: 904.826.4547

INFO@MDGINC.COM

SHEET NO.:

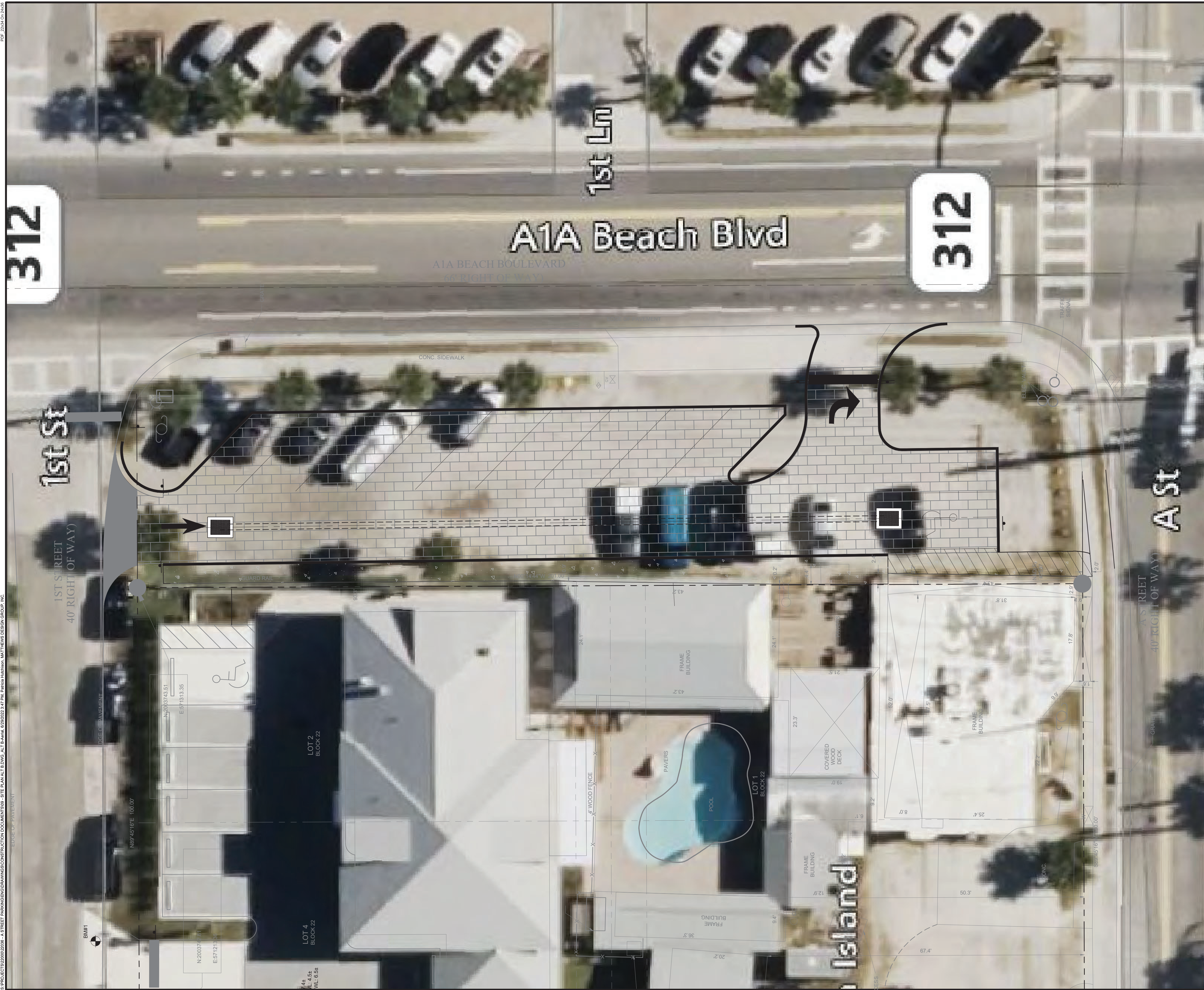
4B

OF XX

REGISTERED ENGINEER
FOR
CA#26535 FL#PE NO.

DRAWN BY:		S&K	REVISIONS	
DWG BY:	MJM	NO.	DATE	DESCRIPTION
CHK BY:	RAM			
DATE:	XX-XX-XX			
JOB NO.:	22036			

This form has been digitally signed and sealed by EOR on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.



	SITE DETAILS
SD01	CONCRETE SIDEWALK DETAIL
SD08	STOP SIGN
SD09	WHEELCHAIR RAMP IN SIDEWALK AT CURB RETURN
SD10	PARKING PAINT STRIPING
SD11	PAVEMENT SECTION
SD14	RIBBON CURB
SD15	ACCESSIBLE PARKING SIGN
SD18	STOP BAR
SD25	CURB WALK
SD26	DETECTABLE WARNING STRIP
SD34	CONNECTION TO EXISTING PAVEMENT
SD39	HEADER CURB





GENERAL NOTES

1. ALL DIMENSIONS ARE LISTED TO THE EDGE OF PAVEMENT AND/OR FACE OF CURB.
2. ALL RADII ARE 5' UNLESS OTHERWISE NOTED.

PARKING CALCULATIONS		
TOTAL PROVIDED	=	11 SPACES
ADA PROVIDED	=	1 SPACES

BENCHMARKS

BM1	DESCRIPTION, NORTHING, EASTING, ELEVATION.
BM2	DESCRIPTION, NORTHING, EASTING, ELEVATION.
BM3	DESCRIPTION, NORTHING, EASTING, ELEVATION.

HATCH LEGEND	
BRICK PAVERS	
CONCRETE	
PAVEMENT	
LANDSCAPE	

SHEET No. **4B**

OF XX

REGISTERED ENGINEER
EOR
CAP#9535 FL#PE NO.

SITE PLAN ALTERNATE B

A STREET PARKING

CITY OF ST. AUGUSTINE BEACH

PREPARED FOR

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MATTHEWS


DESIGN GROUP

P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084
PHONE: 904.826.1334 • FAX: 904.826.4547
INFO@MDGINC.COM

DESIGN BY:	SAK	NO.	DATE	REVISIONS
DWG BY:	MJM			DESCRIPTION
CHECK BY:	RAM			
DATE:	XX-XX-XX			
JOB NO.:	22036			

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny

FROM: Max Royle, City Manager 

DATE: June 29, 2022

SUBJECT: Complete Streets: Review of Proposal to Develop Policy

INTRODUCTION

Ms. Heather Lane (formerly Neville) has asked for the opportunity to present a proposal for the company she represents, DDEC (Dang Dang Engineers Contractors), to develop a Complete Streets Policy for the City. The introductory explanation from Mr. Uyen Dang and Ms. Lane concerning this topic is attached as pages 1-4.

Also attached is the following information:

- Pages 5-20, details from Mr. Dang and Ms. Lane of their proposal that the City develop a Complete Streets Policy.
- Pages 21-42, various articles that explain the Complete Streets concept.
- Pages 43-45, an email from Mr. Reuben Franklin, St. Augustine Public Works Director, in which he provides that city's Comprehensive Plan's objectives and policies for a Complete Streets program.
- Pages 46-48, traffic accident/crash data from 2020, 2021, and part of 2022 from our City's Police Department.

POINTS TO CONSIDER

A. Is there a need for the City to have a Complete Streets Policy?

On page 2, Mr. Dang and Ms. Lane note that Complete Streets are defined as "streets that are designed, used, and operated to enable safe access for all traffic (defined as pedestrians, bicyclists, motorists, public transportation, and deliveries, including users of all ages and ability) to safely move through the transportation network."

This explanation then prompts this basic question: Does the crash data from the Police Department (pages 46-48) and information below about the City's existing sidewalks, bike lanes, traffic signals, etc., show that that City lacks safe access for all traffic and thus needs a Complete Streets Policy?

B. The City does not own the major streets to which the Policy would apply.

As the Complete Street Policy is focused on safety and mobility, it's important to note that all of the major streets in the City are owned by other governments. The County owns and maintains A1A Beach Boulevard, Pope Road, most of 16th and 11th Streets, and all of A Street and Ocean Trace Road. The state owns A1A South. Therefore, if these streets are included in the Complete Streets Policy, then the County and the Florida Department of Transportation must be involved in its development.

C. The City already has many improvements for traffic, pedestrian and bicyclist safety and mobility that a Complete Streets Policy would address. These include:

1. Traffic signals: On the Boulevard, there are signals with pedestrian features at Pope Road, A Street, and the junction with the state highway south of the shopping center. On A1A South, there are traffic signals with pedestrian features at Pope Road, 16th and A Streets, and Ocean Trace Road.
2. Sidewalk network: The City has an extensive network of sidewalks: both sides of the Boulevard and A1A South; on one side of Pope Road, 16th, 11th, and A Streets and Ocean Trace Road, as well as Old Beach Road, Mickler Boulevard, and 5th Avenue. There also is a sidewalk along sections of 2nd Avenue.

Later this year, the County is going to construct a five-foot wide sidewalk along the north side of A Street from the Boulevard eastwards to the Beachcomber restaurant.

Where there are curbs, the sidewalks are accessible to the handicapped.

In addition, the owners of lots along one side of the streets in the Ocean Ridge subdivision are required to have a sidewalk built in front of their homes. Also, nearly all of the streets in the Sea Grove subdivision have a sidewalk on one side. The streets in both Ocean Ridge and Sea Grove are owned by the City. The streets in most of the newer subdivisions are private.

3. Pedestrian crossings: The County has put flashing signals on the Boulevard at two crossing locations: between the shopping center and Sea Colony and for the beach access walkway at Ocean Hammock Park. Three other locations on the Boulevard will also have the signals: pier park, 16th, and 11th Streets. For several other locations, the City with the County's permission has put flags that pedestrians use to alert drivers when the pedestrians are crossing.
4. Marked crossings: Of the 22 intersections along the Boulevard between 16th and F Streets, only nine do not have designated, marked crosswalks for pedestrians. The County would have to approve crosswalks for the nine intersections.
5. Bike lanes: The state highway, A1A South, has them on both sides, while the County has narrowed the travel lanes along A1A Beach Boulevard so that there's a wider paved shoulder on each side, though the shoulders aren't of sufficient width to allow them to be designated officially as bike lanes. Because of the narrow right-of-way, A1A Beach Boulevard between 16th and F Streets cannot be widened in most areas to provide wider bicycle lanes unless the County purchases adjacent private property.

The sidewalks along Pope Road, Old Beach Road, most of 16th and 11th Streets and part of A Street are eight feet wide and can be used by both bicyclists and pedestrians. The same is true for the Mickler Boulevard and 5th Avenue sidewalks.

6. Better streetlighting: Florida Power and Light has already replaced the dimmer, old-fashioned high pressure sodium lights with brighter LED lights along the City's major streets, including A1A Beach Boulevard, State Road A1A, and Pope Road, 16th, 11th, and A Streets. This conversion program will be continued in the residential subdivisions.
7. Low speed limits: The City has set 30 miles-per-hour as the speed limit on the Boulevard. The limit on most residential streets is 25 MPH, while FDOT has made 45 MPH the speed limit on A1A South.
8. Center turning lane: The Boulevard has a center turning lane that prevents accidents because there is a street every 100 feet on each side and sometimes in the middle of a block there are driveways to businesses. Also, the center turning lane is used by police and fire/rescue vehicles to get around traffic.
9. Streets identified: All streets have signs that identify them.
10. Regulatory signs: Where required, all streets have such regulatory signs as Stop signs and speed limit signs. Vegetation near such signs is trimmed so that the signs are visible to drivers.

D. Crash Data

Does the crash data from the Police Department show that the City's streets are unsafe? You'll note from the crash history report (pages 46-48) that the number of accidents in a single year, such as 2021, is low (less than 50) and most of them have occurred at two locations: in 2020 and 2021 at the shopping center and the Boulevard and in 2021 at Pope Road and A1A South. Also, the number of accidents on the Boulevard is low, considering the volume of the traffic. For example, the County's latest peak hour traffic count for A1A Beach Boulevard shows 712 trips (49.4% of the road's traffic capacity) for the section of the Boulevard from State Road A1A north to 11th Street and 941 trips (65.3% of the road's traffic capacity) for the section of the Boulevard from 11th Street north to State Road 312.

E. Undergrounding of electric lines

In all subdivisions built since the 1980s, the City requires electric and other utility lines to be put underground. When platted streets are opened for development, the Commission requires the electric lines to be put underground. The City is currently exploring the possibility with Florida Power and Light of undergrounding the lines along A1A Beach Boulevard.

ACTION REQUESTED

It is that you hear Mr. Dang and Ms. Lane's presentation. If you think the City could benefit from the Complete Streets Policy, then we suggest you ask them to make their presentation to FDOT and the County and obtain the agreement of each to participate with the City in the Policy's development and share equally the costs for DDEC to write it. As the City doesn't own the streets that must be included in the Policy, it cannot make changes to those streets unless the government that does own them approves and agrees to pay an equal share of the costs for the changes.



May 10, 2022

To: City of St. Augustine Beach
Attn: Max Royal, City Manager
Re: Complete Streets Policy Planning and Workshop

Max,

DDEC LLC is a boutique transportation planning and engineering firm that is dedicated to reinventing the way the world moves through innovating planning, placemaking and engineering. Our strong, experienced project management team open communication lines provide quality, cost, and schedule control. Our 15+ years' experience as in-house government staff and time spent as consultants gives us a unique understanding of how to move from community need to policy to project. We approach every community as if it were our home town and care about the outcomes. With our policy forward approach, we utilize the following task order to ensure success with defendable recommendations saving time and money. Our end goal is to take you to the next step towards funding, projects or public private partnerships, to achieve public goals.

The following outlines how we would approach Complete Streets Policy planning. We are familiar with the local requests to leadership for safer streets. We also know the dynamic ownership surrounding the roads and other public assets in and out of the right of way. In order to achieve a successful policy, we approach with a stakeholder engagement forward plan and leadership workshop. This is paramount We begin our project management with a short discovery phase to understand the technical planning and code currently available. This includes meeting with staff to better understand needs and gaps in day to day that may hinder a successful policy outcome. Our company is familiar with the City of St. Augustine Beach and has staff living in the beach.

Next we will build the public stakeholder engagement plan. Once all items and dates are approved, we will work to promote and ensure the community at large is aware and engaged. We will regroup with city staff either in person or via memo with initial findings.

Finally we will prepare a short report including qualitative and quantitative elements, initial findings/themes and recommendations. This will include the initial Complete Streets Policy resolution narrative and leadership presentation. It is our goal to move with you to the next steps to build policy and code reflective of funding available with the state and federal administration that is reflective of what makes St. Augustine Beach and its unique needs.

We look forward to working with you.

Sincerely,

Uyen Dang P.E.
Owner + Founder

Heather Lane (Neville) AICP
Planning + Policy

-1-



Scope of Work - City of Saint Augustine Beach Complete Streets Planning and Policy

The City of Saint Augustine Beach wishes to develop a Complete Street Policy and Adoption effort that aligns with the City's Comprehensive Plan Update. The City is aligning local needs with state and federal programs that improve the quality of life and protect the city through safety and resiliency. The City also wish's to identify funding strategies to supplement the City's existing Capital Improvement Program and support needs.

Definition of "Complete Streets"

Complete Streets means streets that are designed, used, and operated to enable safe access for all traffic (defined as pedestrians, bicyclists, motorists, public transportation, and deliveries including users of all ages and abilities) to safely move through the transportation network.

Task 1. Project Management and Coordination Project Timeframe (60 days)

Consultant shall manage a coordinate all meetings. Consultant shall assign (1) project manager that will centralize communication with city staff, leadership and the community. Each meeting will be accompanied by a memo identifying themes, take away and follow up action items.

Task 2: Stakeholder Engagement

Project Kick-off Meeting – Internal (5 days)

DDEC will plan and facilitate a project kick-off meeting and stakeholder strategy session to clarify the project scope, background, and priorities. The kick-off will include a half-day field visit of key study areas. The kick-off meeting will address:

- City's goals, visions, objectives, expectations
- Key issues, opportunities, and areas of concern Revisions (if needed) of project scope, deliverables, and budget
- Public outreach and agency coordination
- Data or information needed to be provided by the City
- Project milestone and deliverable schedule
- Schedule Commission Presentation

Public Meeting & Survey (30 days)

DDEC will facilitate one (1) community meeting with residents and visitors and up to 5 one-on-one meetings with key stakeholders to set vision, policy and desired outcome. Meeting location will be at a an agreed upon location between City staff and consultant to optimize visibility, attendance and encourage accessibility to all attendees. Public meeting communication will include development of one (1) of each of the following:

- Press release
- Flyer including QR code
- Social media post narrative, graphic and link
- Splash page on mobilitycohort.com
- Survey of up to 10 questions for online interaction
- Electronic presentation
- Follow up memo with qualitative and quantitative data



Task 3: Leadership/Commission Presentation

After the Public engagement has completed, DDEC will prepare a leadership PowerPoint style presentation of findings. This will be accompanied by a report. Both will be inclusive of:

- Project Management Overview
- Internal and External Engagement
- Quantitative and Qualitative Findings and Summary of Common Themes
- Near-, Short- and Long-Term Recommendations including initial Complete Street Policy Resolution

Future Task 4: Comprehensive Plan and Code Update

This task is a recommendation based on our prior completion of the above scope in other communities with a successful resolution by leadership to adopt Complete Streets Policy. The following task items identify specific updates to the Comprehensive Plan and Land Development Code as requested by leadership.

DDEC shall review the City's comprehensive plan, ordinance and other elements and recommend policy changes for the City to consider. The recommendation shall be consistent with FHWA findings on safety and designing streets with pedestrians in mind. The policy encourages the above principles be used for the purpose of planning, designing, building, operating, and maintaining a safe, reliable, efficient, integrated and connected multimodal transportation network that will provide access, mobility, safety, and connectivity for all users. This policy is a commitment that future transportation projects will consider the needs of all users as early as practicable and throughout the transportation planning process.

- Public Meeting includes presentations, agenda, surveys
- Complete Streets Policy Recommendations
- Conceptual Design Tool Box

Meetings + Schedule

DDEC is availability to all coordinated meetings pertaining to tasks as coordinated by consultant and/or Town project manager. Our local Project Manager will be readily available for calls or in person needs. Deliverables and documents including prepared or gather reports available to consultant and Town Project Manager at specified schedule determined during the planning process.

Cost Estimate

Based on the initial tasks 1-3 outlined our time for service estimate is 26.5 total hours with a standard hourly rate of \$125 which includes all direct labor costs and total project cost not to exceed \$4,795. DDEC will bill monthly during the first week of each month at an agreed upon format. Invoices are due upon receipt of the City. This contract terminates on Month, Date 2021.



Deliverable Fee Schedule

A breakdown of the total expected hours of are listed below. The total hours reflect the maximum amount of time that should be needed to accomplish this type of project. We have encountered projects that require more hours due to circumstances not included in initial tasks. DDEC will keep time records of all work and will notify you along the way when milestones have been reached via memo. We pride ourselves on delivering on time and do not expect overages to occur.

It will be necessary for DDEC to print or design from time to time, however our corporate environmental stance seeks to reduce unnecessary printing. Once an agreement is reached, DDEC reserves the right to add the City of St. Augustine Beach as a client on our website for the project and host the survey on www.themobilitycohort.com for the purpose of public record.

Deliverable	Defined	Unit	Total Units	Rate	
Production	PowerPoint, flyers, social media, survey and updated PowerPoint for Board Presentation	Hours	3	\$140	\$420
Meeting	Town Staff Meetings	3 Meetings, 1/h per	3	\$175	\$525
	Public Stakeholder Workshop	1 Meeting, 4/h per/ 2 Staff	8	\$175	\$1400
	Up to 5 additional one on one as identified by city staff	5 Meetings, 1/h per	5	\$175	\$875
	Presentations	1 Expected, 2/h per/2 staff	4	\$175	\$700
Report	As outlined above including memo	6	6	\$175	\$1050
Total	Billed Whole, Half and Quarter Hour		29		\$4795
Printing	Black & White		50	\$.15/page	\$7.50
*2 copies of report are included	Color		20	\$1.00/per page	\$20.00
	Binding		0	\$2.50/per	
	Poster		2	\$10/per print	\$20.00



A COMPLETE CITY OF
ST. AUGUSTINE BEACH

Complete Streets Policy



Thank you for
today from **DDEC**
and me!

Heather Lane Neville, AICP
Policy + Planning



Today's Goals

- Understand Complete Street + Policy
- Available Funding + Strategic Partnership
- Why is DDEC here + where can we go now



St. Johns River to Sea Loop Alignment Meeting, 2019

Complete Streets

The term vs. reality

8



Definition

- Complete streets means streets that are designed, used, and operated to enable **safe access for all traffic** (defined as pedestrians, bicyclists, motorists, public transportation, and deliveries including users of all ages and abilities) to move through the transportation network.

The Trade-Off Game

- 10 -



› How do we do the most for the most with what we have and how do we select what is more important?



Complete Streets Policy

- What it can look like
- Why adopt it
- How does it work with other agencies and jurisdictions

WHAT IS A COMPLETE STREET? **DDEC**

A Complete Streets approach integrates people and place in the planning, design, construction, operation, and maintenance of our transportation networks.



ACTIVE SIDEWALKS

Sidewalks should be smooth, well-lit, and have appropriate crosswalks in the street, making them easy to walk or use a wheelchair on.

DEDICATED BIKE LANES

Simple pavement markings creating a dedicated bike lane make both motorist and bicycle movements more predictable, and therefore safer for both. They may increase the likelihood of casual riders using bicycles for transportation.

ACTIVE ROADWAY

One lane of car traffic going in each direction with a two-way left-turn lane (TWLTL) in the center would reduce the amount of car crashes on Government Street by providing turning vehicles a refuge from through traffic, while keeping through traffic moving more efficiently.

SAFE CROSSWALKS

Crosswalks create a safe refuge for pedestrians and wheelchair users, as crosswalks are clearly marked, making it easy for drivers to see them.

FURNISHING ZONE

The street furniture zone is defined as the section of the sidewalk between the curb and the through lane in which street furniture and amenities, such as lighting, benches, newspaper kiosks, utility poles, trees, and bicycle parking are provided. The street furniture zone may also consist of green infrastructure elements, such as rain gardens or trees through planters.

Green Spaces

Parks and public green spaces create a destination, encourage community interaction and provide a rest from the surrounding urban environment.

REIMAGINING THE WAY OUR WORLD MOVES

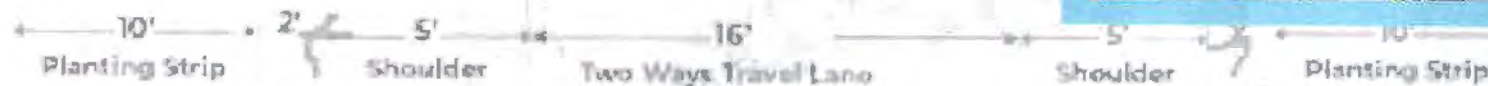
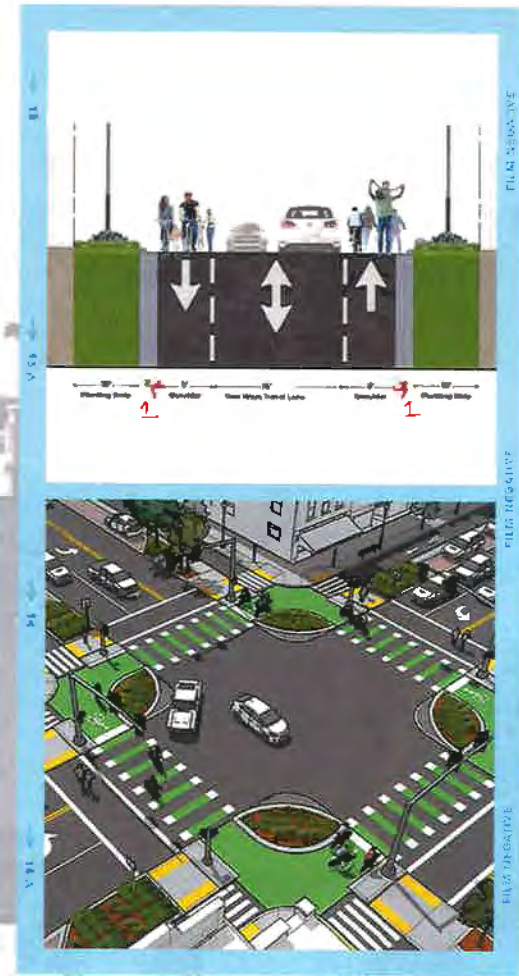
Education and
visibility to locals
and visitor

Signage,
Wayfinding etc.

Design
Toolbox for
Staff and
Leadership

>Staff Toolbox

- List of approved options
- Near, short and long term
- Striping to complete rebuild
- Update Code



Funding for Safety, Connectivity, Choice, Resiliency



Conceptual Rendering St. Johns River to Sea Loop Trail

- › Align with federal policy and local requests to address all elements around the road
- › Meet multiple objectives that staff can use to access grant funds

How do we get there?

THE 3P'S

**POLICY
PROGRAM
PROJECT**

- Policy planning +
Public education +
Public input +
Analysis of local needs and goals =
- 3 P's
Adopt the Planned Policy
Build the Program
Move to Projects



Initial Tasks + Budget

Step by Step Approach

- 1) Analysis
- 2) Education and Workshop
- 3) Presentation of Findings + Recommendations
- 4) Resolution Development
- 5) Code Development + Update
- 6) Strategic Funding
- 7) Dedicated Programs
- 8) Identify + Execute Projects

- Presented Budget based on Steps 1 – 3 to get started.
- Steps 4 through 8 are based on initial findings and local community goals through input.
- Examples of recent Steps 4 – 8 from Atlantic Beach and West Palm Beach.
- Scalable, custom and lower because of local

Thank you + Next Steps



Initial Stakeholder Engagement and Near Term Recommendation Planning Budgeting



May 10, 2022

To: City of St. Augustine Beach
Attn: Max Royal, City Manager
Re: Complete Streets Policy Planning and Workshop

Max,

DDEC LLC is a boutique transportation planning and engineering firm that is dedicated to reinventing the way the world moves through innovating planning, placemaking and engineering. Our strong, experienced project management team open communication lines provide quality, cost, and schedule control. Our 15+ years' experience as in-house government staff and time spent as consultants gives us a unique understanding of how to move from community need to policy to project. We approach every community as if it were our home town and care about the outcomes. With our policy forward approach, we utilize the following task order to ensure success with defensible recommendations saving time and money. Our end goal is to take you to the next step towards funding, projects or public-private partnerships to achieve public goals.

The following outlines how we would approach Complete Streets Policy planning. We are familiar with the local requests to leadership for safer streets. We also know the dynamic ownership surrounding the roads and other public assets in and out of the right of way. In order to achieve a successful policy, we approach with a stakeholder engagement forward plan and leadership workshop. This is paramount. We begin our project management with a short discovery phase to understand the technical planning and code currently available. This includes meeting with staff to better understand needs and gaps in day to day that may hinder a successful policy outcome. Our company is familiar with the City of St. Augustine Beach and has staff living in the beach.

Next we will build the public stakeholder engagement plan. Once all items and steps are approved, we will work to promote and ensure the community at large is aware and engaged. We will regroup with city staff either in person or via memo with initial findings.

Finally we will prepare a short report including qualitative and quantitative elements, initial findings/themes and recommendations. This will include the initial Complete Streets Policy resolution narrative and leadership presentation. It is our goal to move with you to the next steps to build policy and code reflective of funding available with the state and federal administration that is reflective of what makes St. Augustine Beach and its unique needs.

We look forward to working with you

Sincerely,

Wynn Daryl P.E.
Owner - Founder

Heather Lane (Neville) AICP
Planning - Policy

350 Royal Ct., Daytona Beach, FL 32117

www.ddec.com



Subject: Request for Initial Stakeholder Engagement and Workshop

The City of Saint Augustine Beach wishes to develop a Complete Street Policy and adopt an effort that aligns with the City's Comprehensive Plan Update. The City is aligning local needs with state and federal programs that improve the quality of life and protect the city through safety and resiliency. The City also wishes to identify funding strategies to supplement the City's existing Capital Improvements Program and support needs.

Definition of "Complete Streets"

Complete Streets means streets that are designed, used, and operated to enable safe access for all traffic modes as pedestrians, bicyclists, motorists, public transportation, and other modes including ways of all ages and abilities to safely move through the transportation network.

Task 1: Initial Stakeholder and Leadership Workshop

Consultant shall manage a coordinative all meetings. Consultants shall assign (1) project manager that will centralize communication with city staff, leadership and the community. Each meeting will be accompanied by a memo identifying themes, take away and follow up action items.

Task 2: Stakeholder Engagement

Project Kick-off Meeting - Internal (3 days)

DDEC will plan and facilitate a project kick-off meeting and stakeholder strategy session to clarify the project scope, background, and priorities. The kick-off will include a full-day, full-size of key study areas. The kick-off meeting will address:

- City's goals, vision, objectives, opportunities
- Key issues, opportunities, and areas of concern. Needs (if needed) of project scope, deliverables, and budget
- Public outreach and agency coordination
- Data or information needed to be provided by the City
- Project milestone and deliverable schedule
- Schedule Commission Presentation

Public Meeting & Survey (30 days)

DDEC will facilitate one (1) community meeting with residents and visitors and up to 5 one-on-one meetings with key stakeholders to set vision, policy and desired outcome. Meeting location will be at an agreed upon location between City staff and consultant to generate visibility, attendance and encourage accessibility to all attendees. Public meeting communication will include development of one (1) of each of the following:

- Press release
- Flyer including QR code
- Social media post/narrative, graphic and link
- Splash page on mobilitycohort.com
- Survey of up to 10 questions for online introduction
- Electronic presentation
- Follow up memo with qualitative and quantitative data

350 Royal Ct., Daytona Beach, FL 32117

www.ddec.com

Initial Stakeholder Engagement and Near Term Recommendation Planning Budgeting cont.

DDEC

Task 3: Leadership/Commission Presentations

After the Public Engagement has completed, DDEC will prepare a leadership PowerPoint style presentation of findings. This will be accompanied by a report. Both will be included in:

- Project Management Overview
- Internal and External Engagement
- Quantitative and Qualitative Findings and Summary of Common Themes
- Near-, Short- and Long-Term Recommendations including Initial Complete Street Policy Resolution

Future Task 4: Comprehensive Plan and Code Updates

This task is a recommendation based on our prior completion of the above scope in other communities with a successful resolution by leadership to adapt Complete Streets Policy. The following task items identify specific updates to the Comprehensive Plan and Land Development Code as requested by leadership:

DDEC shall review the City's comprehensive plan, ordinance and other elements and recommend policy changes for the City to consider. The recommendation shall be consistent with FHWA findings on safety and designing streets with pedestrians in mind. The policy encourages the above principles be used for the purpose of planning, designing, building, operating, and maintaining a safe, reliable, efficient, integrated and connected multimodal transportation network that will provide access, mobility, safety and connectivity for all users. This policy is a commitment that future transportation projects will consider the needs of all users as early as practicable and throughout the transportation planning process.

- Public Meeting includes presentations, agenda, surveys
- Complete Streets Policy Recommendations
- Conceptual Design Tool Box

Meetings - Schedule

DDEC is available to all coordinated meetings pertaining to tasks as coordinated by consultant and/or Town project manager. Our local Project Manager will be readily available for calls or in-person needs. Deliverables and documents including prepared or gather reports available to consultant and Town Project Manager at specified schedule determined during the planning process.

Cost Estimate

Based on the initial tasks 1-3 outlined our time for service estimate is 26.5 total hours with a standard hourly rate of \$175 unless noted another lower value, which includes all direct labor costs and total project cost not to exceed \$4,795. DDEC will bill monthly during the first week of each month at an agreed upon format. Invoices are due upon receipt of the City. This contract terminates on Month, Date 2021.

DDEC

Deliverable Fee Schedule

A breakdown of the total expected hours of are listed below. The total hours reflect the maximum amount of time that should be needed to accomplish this type of project. We have encountered projects that require more hours due to circumstances not included in initial tasks. DDEC will keep time records of all work and will notify you along the way when milestones have been reached via memo. We pride ourselves on delivering on time and do not expect overages to occur.

It will be necessary for DDEC to print or design from time to time, however our corporate environmental stance seeks to reduce unnecessary printing. Once an agreement is reached, DDEC reserves the right to add the City of St. Augustine Beach as a client on our website for the project and host the survey on [www.staugustinebeach.com](#) for the purpose of public record.

Deliverable	Deliverable	Unit	Total Units	Rate	
Production	PowerPoint, Flyers, Social Media, Survey and updated PowerPoint for Board Presentation	Hours	3	\$140	\$420
Meeting	Town Staff Meetings	3 Meetings, 1/2 hr per	3	\$175	\$525
	Public Stakeholder Workshop	1 Meeting, 4/1 hr per/ 2 Staff	8	\$175	\$1400
	Up to 5 additional one on one as identified by city staff	5 Meetings, 1/2 hr per	5	\$175	\$875
	Presentations	1 Expected, 2/1 hr per/2 staff	4	\$175	\$700
Report	As outlined above including memo	6	6	\$175	\$1050
Total	Billed Whole, Half and Quarter Hour		29		\$4795
Printing	Black & White	50		\$15/page	\$750
*2 copies of report are included	Color	20		\$100/per page	\$2000
	Binding	0		\$250/per	
	Paper	2		\$10/per print	\$20

Example of Task type 4, steps 4 through 8

- **Recently completed Complete Streets Task with:**
- **Existing Conditions,**
- **Traffic Observation,**
- **Site Visit,**
- **Stakeholder engagement and,**
- **Concepts for Short to Long Term Project**

	Project Manager	Business Development	Marketing & Communications	Finance & Administration	Operations & Logistics	Construction & Safety	Engineering	Architecture	Design & Planning	Legal & Compliance	Public Works & Utilities	Transportation & Safety	Other
Task 1: Review existing conditions and planning documents, traffic analysis, comprehensive plan, bicycle network, parking policy and other functionality of the corridor.													
Review project location and site in the Main Street neighborhood	1	1											
Review census data and identify mode priority													
Conduct street and parking studies along the project limits		4											
Identify business and residential who do adjacent to the corridor													
Assess existing conditions		2											
Collect traffic data		4											
Prepare existing conditions map	2	2											
Sub Total Hours	5	21											
Sub Total Fee	\$54.00	\$3,360.00											
Total Fee	\$10,240.00												
Task 2: Prepare alternative corridor analysis for event site area, circulation improvements and connectivity nodes													
Prepare the project area and study area map		2											
Prepare the project area and study area map		4											
Prepare the project area and study area map		2											
Prepare the project area and study area map		4											
Prepare the project area and study area map		4											
Prepare the project area and study area map		4											
Prepare the project area and study area map		4											
Sub Total Hours	4	20											
Sub Total Fee	\$1,440.00	\$5,000.00											
Total Fee	\$3,596.00												
Task 3: Prepare preliminary planning document													
Prepare preliminary system section concept													
Prepare preliminary section and rendering													
Identify funding sources for short term and long term (financing and preparation) (electronic)		2											
Prepare preliminary system section concept													
Sub Total Hours	2	24											
Sub Total Fee	\$50.00	\$6,000.00											
Total Fee	\$6,050.00												
Other Tasks: Prepare project website and marketing strategy and engage stakeholders													
Prepare project website and marketing strategy and engage stakeholders													
Prepare project website and marketing strategy and engage stakeholders													
Prepare project website and marketing strategy and engage stakeholders													
Prepare project website and marketing strategy and engage stakeholders													
Prepare project website and marketing strategy and engage stakeholders													
Prepare project website and marketing strategy and engage stakeholders													
Sub Total Hours	0	0											
Sub Total Fee	\$0.00	\$0.00											
Total Fee	\$0.00	\$0.00											
Total Fee	\$6,050.00												
Total Fee	\$6,050.00												

(<https://smartgrowthamerica.org/>)

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 (<https://twitter.com/SmartGrowthUSA>)

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SEARCH

Complete Streets



Smart Growth America
Improving lives by improving communities



**National Complete
Streets Coalition**

Complete Streets are streets for everyone. Complete Streets is an approach to planning, designing, building, operating, and maintaining streets that enables safe access for all people who need to use them, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities.

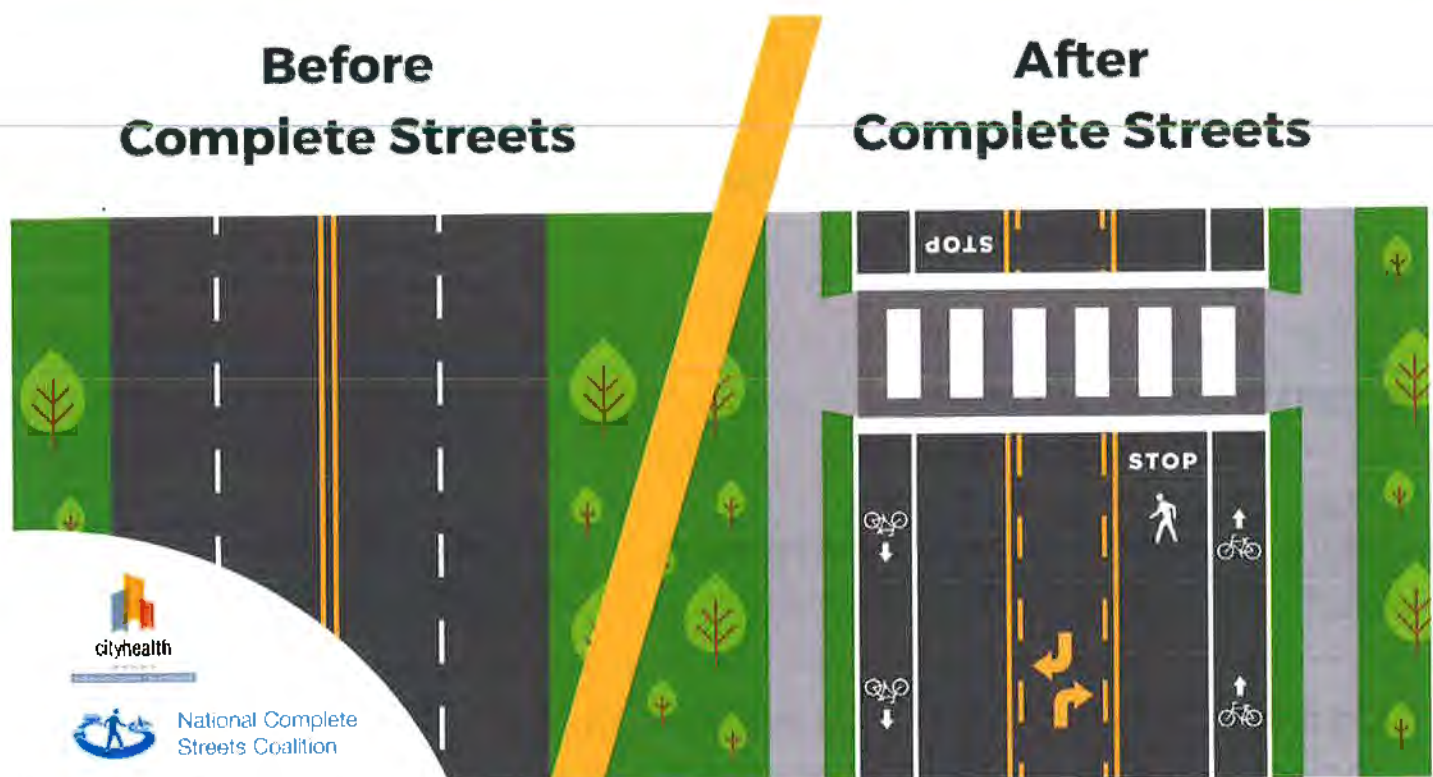
Scroll through the content below to learn the **Basics of Complete Streets**, or use these buttons to jump directly to other questions.

What is the National Complete Streets Coalition
(<https://smartgrowthamerica.org/program/national-complete-streets-coalition/>)

How can I join? (<https://smartgrowthamerica.org/program/national-complete-streets-coalition/join-the-coalition/>)

What places have Complete Streets policies?
(<https://smartgrowthamerica.org/program/national-complete-streets-coalition/policy-atlas/>)

How can I learn more? (<https://smartgrowthamerica.org/program/national-complete-streets-coalition/resources/>)



(<https://smartgrowthamerica.org/program/national-complete-streets-coalition/publications/what-are-complete-streets/>)

Complete Streets is a process and approach

Not just a product or single type of street.

Complete Streets is an approach to planning, designing and building streets that enables safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities. This approach also emphasizes the needs of those who have experienced systemic underinvestment, or those whose needs have not been met through a traditional transportation approach, such as older adults, people living with disabilities, people who don't have access to vehicles, and Black, Native, and Hispanic or Latino/a/x communities.

THE FUTURE OF COMPLETE STREETS IS HERE



When first introduced in 2003, the Complete Streets concept was hailed as a breakthrough in urban planning. It was a groundbreaking step, providing more transportation choices in urban settings for a nation whose history was steeped in the romance of the automobile and car-centric planning. No longer would we be tied to our cars. By providing safer bicycle lanes, creative traffic-calming strategies, and more convenient (and ADA-compliant) sidewalks, cities began the process of making their communities more transportation-diverse.

The Complete Streets revolution was transformative. Urban roadways became safer to drive. Sidewalks became more active. The increase in pedestrian traffic led to more socialization; people interacted more with each other as they strolled along city sidewalks or sat at restaurant's outdoor tables. It also became more accessible for people with disabilities to get to and from their cars, and along sidewalks. As downtowns de-emphasized the vehicle, many communities found the quality of life significantly improved.

So did local economies. Increased pedestrian traffic and less congested roadways were good for local businesses, particularly restaurants and retail establishments benefitting from improved foot traffic. Complete Streets is the last generation's urban-planning success story.



Banyan Boulevard | West Palm Beach, FL

YET WHERE DO WE GO FROM HERE?

Today, cities across the United States find themselves amid a mobility movement. Like Complete Streets, mobility focuses on minimizing roadway congestion and making it easier for people to move freely in an urban environment. Similarly, Transportation Management (TM) strategies encourage carpooling and public transportation to reduce single-occupant vehicle trips. And just as the original Complete Streets approaches promoted bicycle use, mobility planning promotes other types of less-intrusive transportation, like scooters. We now even have a term for these smaller-scale transportation methods: micromobility.

Complete Streets and mobility aren't mutually exclusive. They share many attributes, and the two approaches complement each other. Both include many Smart Growth and land-use policies, including location-efficient development, strategic parking management, car-free planning, traffic calming, and transport-planning reforms to promote curb management.

Another area of commonality for Complete Streets and mobility is curb management. In fact, with the influx of Transportation Network Companies like Uber and Lyft and the impending self-driving vehicle age, curb management is, and will continue to be, an essential urban-planning element for Complete Streets communities. It is essential for communities to provide adequate space for drop-offs and pick-ups and traditional deliveries to residents and businesses — all without creating roadway congestion or hazards for pedestrians or people using micromobility transportation. This is already a primary challenge for urban planners and becomes increasingly more critical as self-driving vehicles begin to proliferate.

And speaking of technology, mobile technology is playing an important role in shaping how we manage Complete Streets and mobility. Since the iPhone launched in 2007, smartphones are ubiquitous. It's estimated that more than 5 billion people—about 2/3 of the world's population—own at least one mobile phone. Of cell phone users in the United States, 77% own



smartphones. We use our smartphones every day, all day long — to shop; to get directions; to keep up with the news; to communicate with family, colleagues, and friends; and complete a dozen other tasks requiring connectivity.

Since connectivity is such an essential part of our day-to-day lives, it makes sense that it would play a vital role in transportation. In fact, mobile technology can connect people to all elements of

the parking and mobility experience. It gives people control over their route and transportation via GPS and mapping apps; in cities that introduced parking-guidance networks and other smart-city technology, it can help them find parking quickly and easily; and once the driver arrives at his or her destination, it provides the most convenient payment option. These considerations must be factored into Complete Streets planning.



COMPLETE STREETS + ELEMENTS

- | | |
|-------------------------|------------------------|
| 1. Flexible Areas | 5. Electrified Fleet |
| 2. Green Infrastructure | 6. Smart Streetlights |
| 3. Buried Utilities | 7. Placemaking and Art |
| 4. EV Infrastructure | 8. Flush Curbs |

THE STORY OF COMPLETE STREETS +

Birth of Complete Streets

The Complete Streets movement grew from a mission to support active transportation into an established design and engineering field.



Complete is not so "Complete"

Unmet access, safety, and sustainability goals endure even as emerging trends, new modes, and technologies are competing for street, curb, and sidewalk space. Yesterday's complete street is now outmoded.

To meet these challenges, WGI is combining proven solutions, new innovations, and promising technologies for a new service line: Complete Streets+.



Technology



New Innovations



Traditional
Strategies



Complete Streets +
[Four streets in one]



The Public Forum



The Multi-Modal Street



The Programmable Street



The Future-Ready Street



COMPLETE STREETS +

So, what will the future of Complete Streets look like? Let's call it Complete Streets +. With Complete Streets 1, Complete Streets elements are essential components of every downtown planning project. Planners will look at the community as a whole and see which elements would greatly benefit individual areas. Our understanding of Complete Streets matured over the past two decades. Communities don't need to include every single Complete Streets element on every street corner.

Technology will also play an increasingly important role in the future of Complete Streets. In fact, WGI developed a new planning concept called Programmable Streets™. Through Programmable Streets™, our urban planning and transportation planning professionals incorporate technology in the physical and social programming of the street. It can include a wide range of technologies. For instance, programmable signs can guide drivers to parking resources and inform them of special events and other timely information about downtown areas. Or audible crossing equipment designed to make it safer for people, particularly people with disabilities, to cross city streets. Or digital sensors alerting drivers to changing certain streets' functionality, like temporary conversion to pedestrian zones.

DAY IN THE LIFE OF A PROGRAMMABLE STREET



Morning And Evening Rush Hour

All lanes are open to traveling vehicles and transit during the peak hours of morning and evening rush hour.



30% Pedestrian



70% Vehicle



Late Morning Loading

After morning rush hour subsides, one lane is reserved for loading while another becomes a bike lane used by cyclists, electric scooters, and delivery bikes.



50% Pedestrian



50% Vehicle

The possibilities are unlimited, and planners need to design flexibility into Complete Streets programming to accommodate the inevitable introduction of new and useful technologies.

Another common theme of Complete Street + is the need to balance pick-up and drop-off areas without clogging streets with even more traffic. Well-designed drop-off areas that fit seamlessly into traffic patterns are essential. Transportation planners can help get cars off the street quickly and make it convenient for drivers to get in and out of downtown areas, significantly benefitting pick-up/drop-off areas. After all, the less traffic on city streets, the easier it is for cars to get around safely.

Another future element of Complete Streets + to plan for now is the inevitable arrival of the self-driving vehicle (SDV) era. Accommodating these vehicles require cities to create more dedicated lanes for them. However, this must be done without paving more real estate. There are two primary ways to accomplish this. First, underutilized dedicated bus lanes repurposed to dedicated SDV lanes with just a bit of restriping and new signage. If that's not possible, on-street parking spaces can be converted to SDV lanes. However, this approach requires developing new parking structures or lots elsewhere to replace the lost spaces.

DAY IN THE LIFE OF A PROGRAMMABLE STREET CONTINUED



Lunch on the Street

Around 11 AM, tables, chairs, and umbrellas are placed in edge lanes and used as temporary patios. Planters with shrubs and flowers separate the eating areas from the traffic.



70% Pedestrian



30% Vehicle



Evening Moonlight Market

All lanes open to traffic around 4 PM. Once evening rush hour ends, the street is closed to traffic, and the monthly Moonlight Market takes over, filling the entire ROW with pedestrian amenities.



100% Pedestrian



0% Vehicle

It's also important to remember that these Complete Streets + approaches aren't just for urban downtown cores. They are equally useful for suburban areas, too.

An effective Complete Streets + plan offers something for everyone, including people using transit, pedestrians, drivers, micromobility users, and ridesharing.

LET'S TALK.

Contact the experts at WGI to learn more about how Complete Streets + can benefit your community.



Angela Biagi

Director, Urban and Community Planning
Angela.Biagi@WGIInc.com



Offices Nationwide
866.909.2220
WGIInc.com

What are Complete Streets aiming to fix?

Incomplete streets are the **result of a process** that fails to consider the needs of all people and outdated measures of what makes a street successful. The end product is a street that spans a spectrum from uncomfortable to downright deadly for those not using a car.



What does a Complete Street look like?

While Complete Streets are a **process** and **approach** to street design, there is no singular design prescription for Complete Streets. Each one is unique and responds to its community context. A complete street may include: sidewalks, bike lanes (or wide paved shoulders), special bus lanes, comfortable and accessible public transportation stops, frequent and safe crosswalks, median islands, accessible pedestrian signals, curb extensions, narrower travel lanes, roundabouts, and more.

The context and needs of users are different in rural, suburban, and urban communities, and streets will look different as a result, even when using a Complete Streets approach.



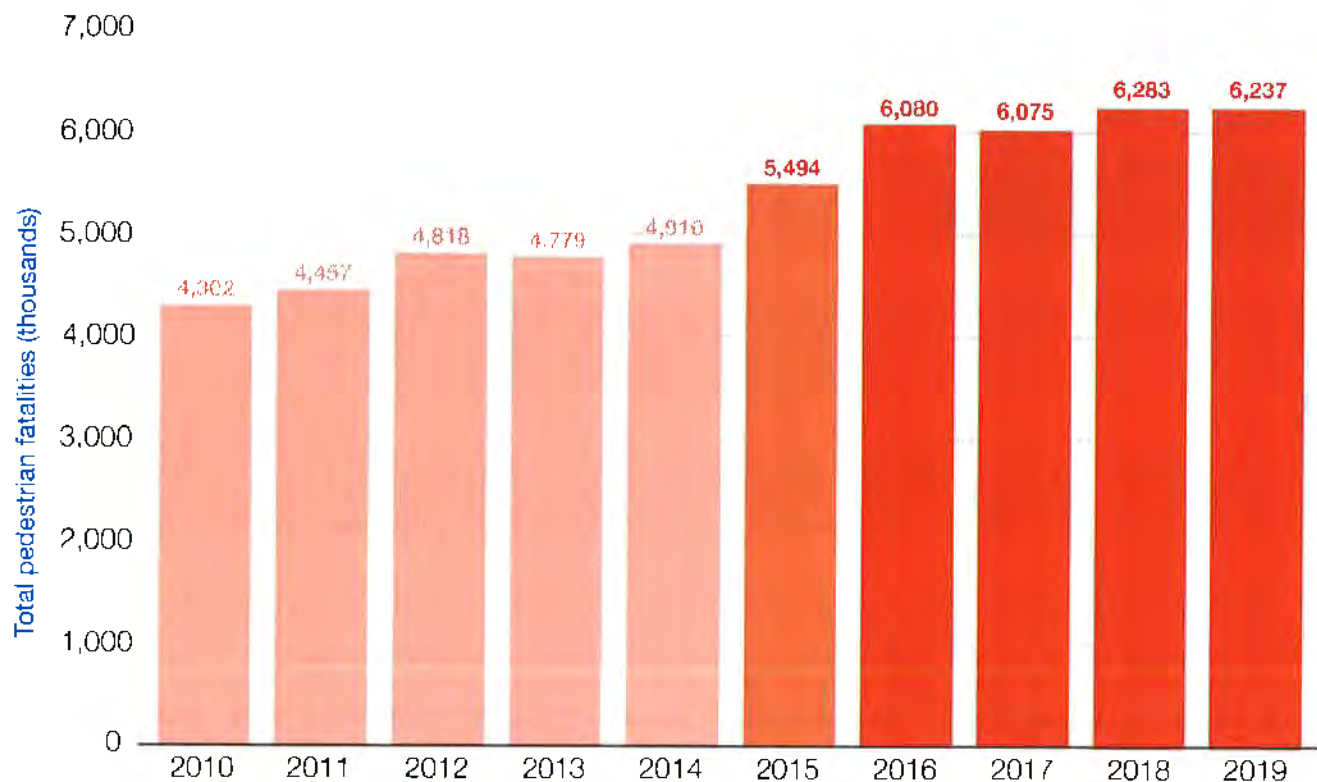
Photos: Michigan Municipal League (top left), San Francisco Bike Coalition, Graham Coreil-Allen in Baltimore, MD (bottom left), and the City of Erwin, TN

See a few examples of Complete Streets projects
(<https://smartgrowthamerica.org/tag/complete-streets-case-studies/>)

Why do we need Complete Streets?

For one, we are in the midst of a historic, alarming increase in the numbers of people struck and killed while walking (<https://smartgrowthamerica.org/resources/dangerous-by-design-2021>), which has been on a steady rise since 2009, reaching levels not seen in more than 30 years.

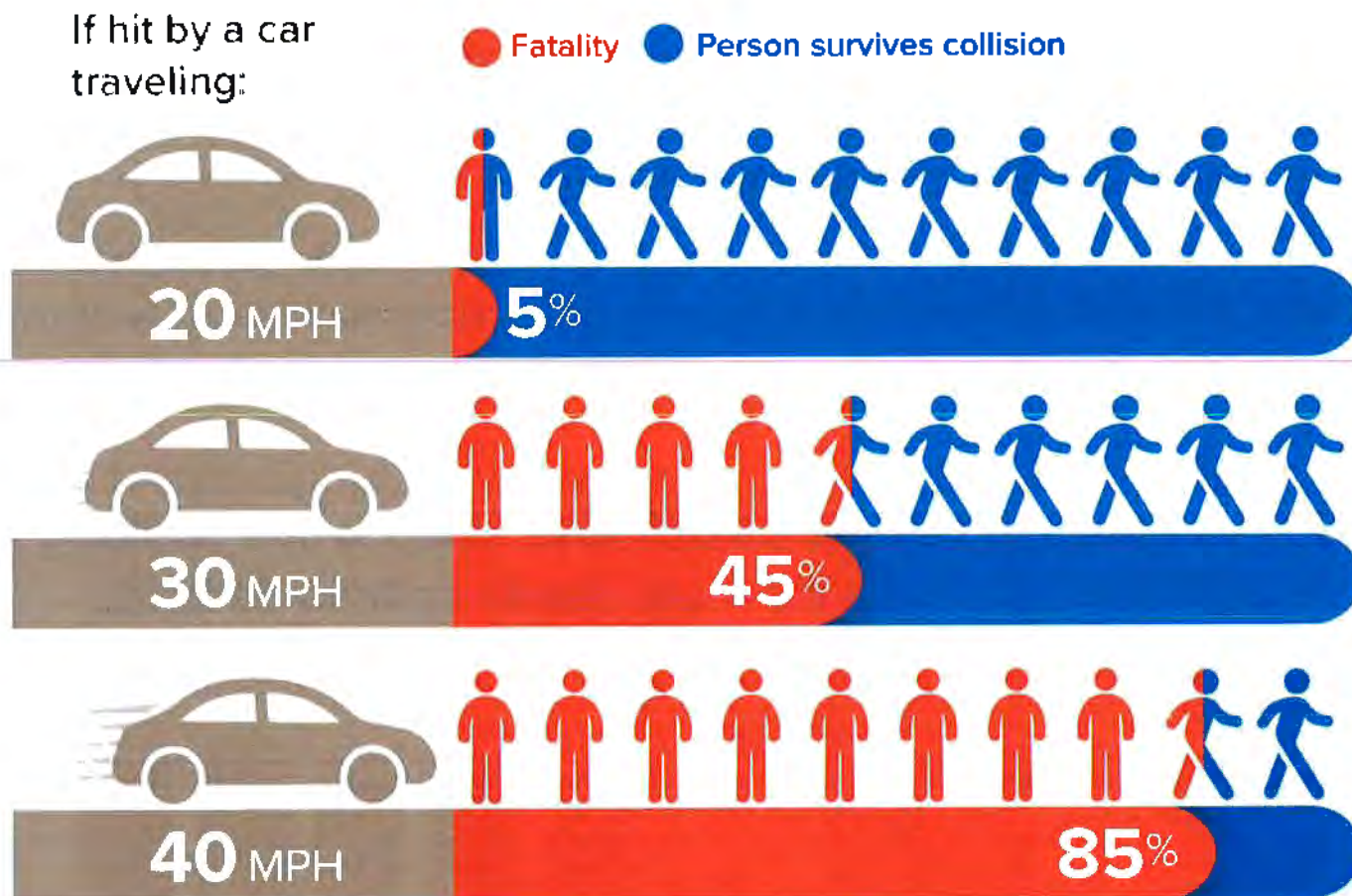
45% increase in people struck and killed while walking The last four years were the most deadly in three decades



(<https://smartgrowthamerica.org/resources/dangerous-by-design-2021>)

Speed is the number one culprit in these fatalities. Speed is also the best predictor of whether or not a collision will result in an **injury** or a **death**. (In addition to the size of vehicles, which are rapidly increasing (<https://smartgrowthamerica.org/bigger-vehicles->

are-directly-resulting-in-more-deaths-of-people-walking/), but that's another conversation.)



National Traffic Safety Board (2017) Reducing Speeding-Related Crashes Involving Passenger Vehicles. Available from: <https://www.nts.gov/safety/safety-studies/Documents/SS1701.pdf>

One of the best ways to reduce speeds and speeding is through a different approach to street design that prioritizes safety above all else, but especially over vehicle speed.

Most people don't realize that speed and avoiding delay for vehicles is the primary consideration for most transportation agencies—thanks to entrenched practices left over from the interstate construction era and political pressures to avoid congestion, especially at the state level. Safety is important, but the default approach to street design places **vehicle speed and throughput** at the top of the pyramid of priorities.

Why can only speed or safety be prioritized first?

Watch this video we produced about these two competing priorities, and how speed most often wins out when it comes to street design:

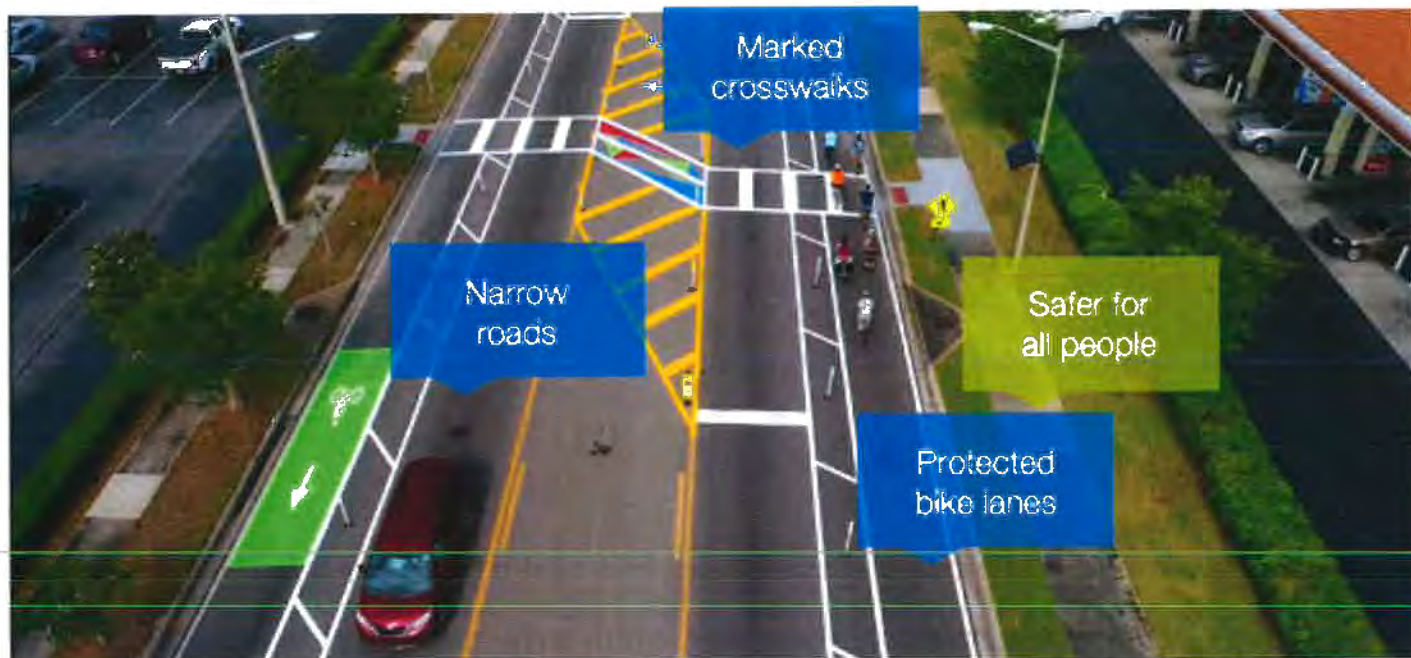
Why safety and vehicle speed are incompatible goals...



You can also watch and share this GIF walking through the same six elements of street design highlighted in the above video:



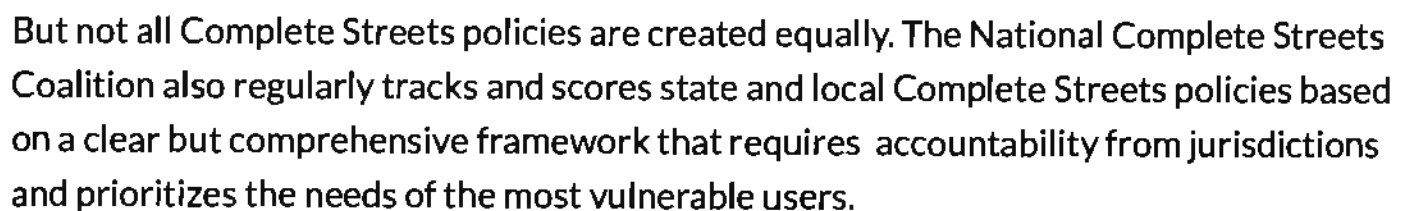
Or consider a real world example of a specific intervention to help make an unsafe, wide street a little bit safer, and help it better serve the needs of everyone who needs to use it:



Where are Complete Streets?

Over 1,600 Complete Streets policies have been passed in the United States, including those adopted by 35 state governments, the Commonwealth of Puerto Rico, and the District of Columbia.

9 jurisdictions with policies



Where are Complete Streets policies?
(<https://smartgrowthamerica.org/program/national-complete-streets-coalition/publications/policy-development/policy-atlas/>)

Ten elements of a policy (<https://smartgrowthamerica.org/resources/elements-complete-streets-policy/>)

The best Complete streets policies (<https://smartgrowthamerica.org/resources/the-best-complete-streets-policies-of-2018/>)

What's the effect of a strong Complete Streets policy?

Complete Streets policies can help states, metro areas, counties, cities, and towns transform how they make decisions about their streets.



But a strong **policy** is just the first step in a much longer *process* to shape **practices** for street design. Changing those practices is a key step in making a Complete Streets approach the default approach. Those practices determine the **projects** that get built and how, which are the building blocks of creating a complete **network** to serve everyone and connect more people to destinations safely and efficiently. So what does that look like in practice?

Consider the story of Tucson:

“My vision for the next 10, 20, 30 years for Tucson is definitely to institutionalize the concept of Complete Streets and mobility. It’s where we have to go.”

– Regina Romero, Mayor of Tucson, Arizona

"Not just a way to get from A to B" - Complete Stree...



About 4,000 Tucsonans are injured and more than 50 people lose their lives on Tucson streets each year. Sidewalks are missing, bike lanes are unfinished, and streets have been designed for years to encourage speed over safety in the city. The Tucson Mayor and Council unanimously adopted a strong Complete Streets policy in 2019, and it's already having an effect on their practices, shaping future projects, and helping to "institutionalize" a new approach, as the Mayor says.

(Tip: Watch two other similar videos about Complete Streets stories in Louisville (<https://youtu.be/37GROxKdOtE>) and Pittsburgh (<https://youtu.be/g8Y6tYoLmKU>).)

Tell me more about Complete Streets: Go deeper
(<https://smartgrowthamerica.org/program/national-complete-streets-coalition/>)

SMART GROWTH AMERICA
1152 15TH ST NW SUITE 450
WASHINGTON, DC 20005 (202) 207-3355

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Complete Streets Design Guide

Montgomery County is developing a new approach to designing county roads using a concept called “Complete Streets.” Complete Streets are roadways that are designed and operated to provide safe, accessible, and healthy travel for all users of the roadway system, including



pedestrians, bicyclists, transit riders, and motorists. On a Complete Street, it is intuitive and safe to cross the street, walk to shops, and bicycle to school. The approach to Complete Streets will vary in different parts of Montgomery County. This new document provides a one-stop guide for designing new streets and reconstructing or retrofitting existing streets following these principles:

1. Safety – maximize safety for all (pedestrians, bicyclists, and motor vehicles),
2. Sustainability – enhance ecological functions and economic appeal of a streetscape, and
3. Vitality – create streets that are great, dynamic places.

View the approved [Complete Streets Design Guide](#). We recommend downloading this document and viewing using a PDF reader.

The guide provides policy and design guidance on the planning, design, and operation of county roadways and will be used in the following situations:

- When designing future streets or reconstructed streets in an area experiencing redevelopment,

- When implementing a capital improvement project, such as the construction or reconstruction of a street, intersection, or bridge, and
- When resurfacing a street or conducting major work in the street, which may create an opportunity to reconsider some aspects of the street's design.

Complete
Streets are
roadways that
are designed
and operated to
provide safe,
accessible, and
healthy travel
for all users of
our roadway
system,
including
pedestrians,
bicyclists,
transit riders,
and motorists.

A Complete Streets approach is an extremely important tool in support of the County's Vision Zero Action Plan in that safety for all users is prioritized. For more information on the Planning Department's role in Vision Zero, [click here](#). The Complete Streets Design Guide is a collaborative effort between the Montgomery County Planning Department and the Montgomery County Department of Transportation and with support from the Montgomery County Department of Permitting Services, the Montgomery County Fire and Rescue Service and the Montgomery County Department of Environmental Protection.

For more information, you are encouraged to contact either of the two co-Project Managers listed below:

Montgomery Planning – Steve Aldrich (301) 495-4528 [Email](#)

Montgomery County DOT – Andrew Bossi (240) 777-7200 [Email](#)



Last Updated: March 7, 2022

Max Royle

From: Reuben Franklin <rfranklin@citystaug.com>
Sent: Wednesday, May 25, 2022 3:36 PM
To: Max Royle
Subject: RE: Complete Streets

CAUTION: This message originated from outside of your organization. Clicking on any link or opening any attachment may be harmful to your computer or the City. If you do not recognize the sender or expect the email, please verify the email address and any attachments before opening. If you have any questions or concerns about the content, please contact IT staff at IT@cityofsab.org.

Max,

We adopted in Long Range Comp Plan objectives for complete streets that will eventually lead to a program but adopting the objectives and policies is as far as we've gotten to date. Below are from the Comp Plan.

City of St. Augustine Transportation and Mobility Element
Adopted Goals, Objectives and Policies July 2020 Ord #2019-49

TME Objective 3.2

The City shall develop context sensitive Complete Street policies within its Land Development Code. Complete Streets are designed to accommodate all users, including, but not limited to motorists, cyclists, pedestrians, transit riders, and mobility impaired individuals. The quality of service standards established under Objective 1.1 may be utilized in the development of Complete Street design requirements.

TME Policy 3.2.1

Complete Street policies shall require that pedestrian, bicycle, transit, motorist and other anticipated users of a multimodal street are included in evaluation and design of street cross sections based upon anticipated mobility and accessibility needs.

TME Policy 3.2.2

Complete Street policies shall address both travel along the street, as well as crossing the street mid-block and at intersections. The Complete Street policies shall address the need for more high visibility mid-block crosswalks that reduce crossing distances for people walking and bicycling and the use of advanced warning devices such as rectangular rapid reflective beacons (RRFB).

TME Policy 3.2.3

Complete Street policies shall be developed with the flexibility to ensure streets are designed in a context sensitive manner, based upon the existing and future environment in which the street is located.

TME Policy 3.2.4

Complete Street design requirements shall be based upon the premise that each street is unique in form and function and should avoid establishing standardized one-size fits all design requirements.

TME Policy 3.2.5

The Complete Street policies shall include street cross-sections that reduce travel lane widths and

allow for innovative cross-sections such as shared streets, yield streets, bicycle priority streets and low speed local streets. Complete Street designs should minimize the width of motor vehicle travel lanes to the greatest extent feasible, while still providing access for emergency response and sanitation vehicles.

TME Policy 3.2.6

The Complete Street policies shall include allowances for reimagining and repurposing right-of way from the movement of motor vehicles to the movement of people through the development of innovative concepts such as shared streets, bicycle priority streets, dedicated transit lanes, high occupancy vehicles lanes, shared-use multimodal ways, low speed multimodal lanes, adding on street parking and widening facilities for people walking, and for people bicycling where on street facilities are not available.

TME Policy 3.2.7

Complete Street policies shall prioritize the provision of areas for people walking in the design of local streets through use of separated facilities where right-of-way is available. Where right of-way is limited, shared streets or the use of pavement markings, signage, and vertical barriers where feasible, shall be prioritized to provide safe places for people to walk. Policies for facilities for people walking on collector and arterial roads shall emphasize the physical separation from motor vehicle travel lanes and the incorporation of streetscape, hardscape and landscape within that physical separation.

TME Policy 3.2.8

Complete Street policies for people bicycling should focus on innovative use of speed limits, pavement markings and signage to create safe and comfortable spaces for people bicycling on local streets in a mixed traffic environment. Policies for collector and arterial streets shall first evaluate the provision of protected, physically separated facilities for people on bicycles and allow for innovative use of vertical barriers to separate people on bikes from motor vehicle travel lanes. Where physical barriers are not feasible on collector and arterial roads, the buffering of facilities for people riding on bicycles shall be provided to the maximum extent feasible. For restricted right-of-way along collector and arterials, high visibility pavement markings shall be used on facilities for people bicycling where protected or buffered facilities cannot be provided. Sharrows for bicycles shall be prohibited from use on any road with a speed limit greater than 25 MPH. Where safe and visible facilities for people bicycling cannot be provided, sidewalk, paths or trails shall be designed to accommodate bicycles with high visibility crossings or a level, continuous facility treatment across driveways and intersecting roads and streets.

TME Policy 3.2.9

The Complete Street policies shall incorporate streetscape, hardscape, landscape, street trees, street lights and the integration of architectural features and art work within street and road right of-way. The provision of shade for people walking and bicycling shall be incorporated into cross-sections to the maximum extent feasible.

TME Policy 3.2.10

Complete Street policies shall incorporate on-street parking, once safe, connected, visible, and convenient facilities for people walking and bicycling have been provided within the right-of way. On-street parking should be provided on both sides of all streets and roads with speed limits of 35 MPH or slower where right-of-way is available, and spaces have been provided for people walking and bicycling. The width of on-street parking may vary and the use of drop curbs, pavers, brick or other treatments other than asphalt is encouraged to visually delineate on-street parking areas and motor vehicle travel lanes.

Best Regards,

Reuben C. Franklin Jr., P.E.

Public Works Director

E: rfranklin@citystaug.com | O: 904.209.4279 | W: www.CityStAug.com



City of St. Augustine

P.O. Box 210

St. Augustine, FL 32085



From: Max Royle <mroyle@cityofsab.org>

Sent: Thursday, May 19, 2022 1:57 PM

To: Reuben Franklin <rfranklin@citystaug.com>

Subject: Complete Streets

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, contact the City IT Department.

Reuben,

Has St. Augustine done a Complete Streets program?

Max



St. Augustine Beach Police Department

Daniel Carswell, Chief of Police



Memorandum

TO: Max Royle, City Manager
FROM: Daniel Carswell, Chief of Police
REF: Crash History
DATE: June 1st, 2022

Mr. Royle,

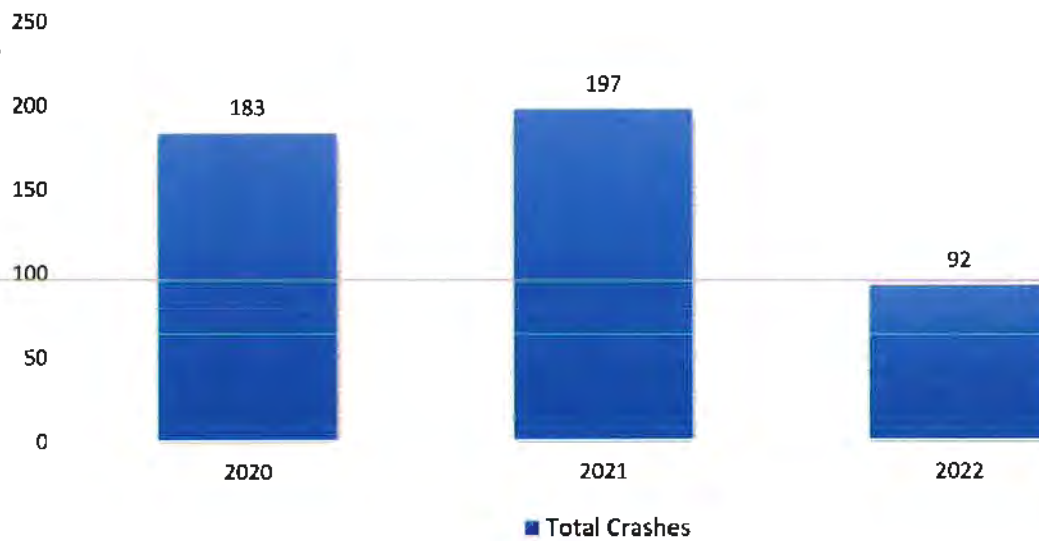
In response to your request, please see the attached crash report data for the past three years. If you have any questions or need any further, please let me know.

A handwritten signature in blue ink that reads "Daniel Carswell".

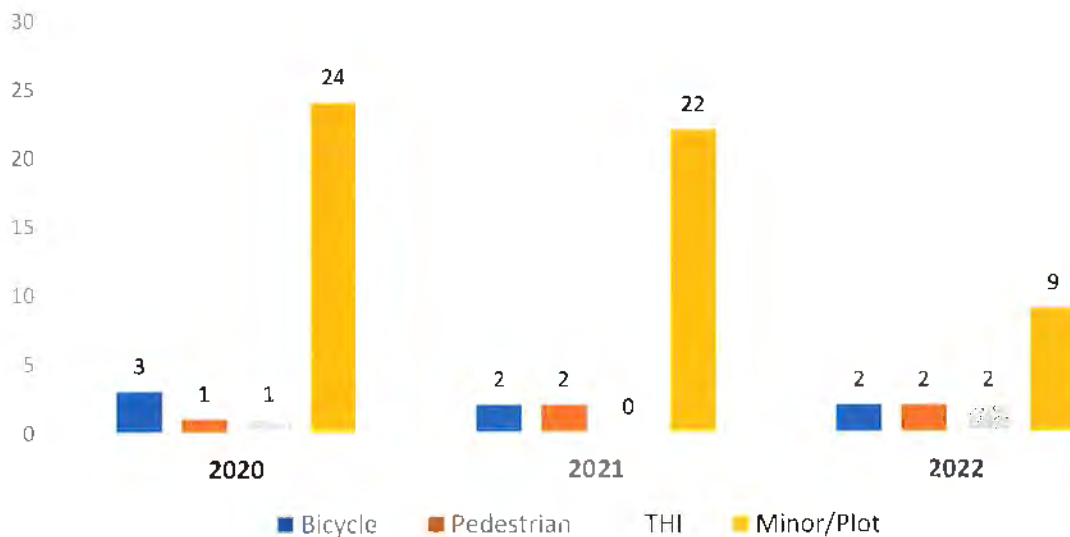
Daniel Carswell, Chief of Police

*** All 2022 data is current as of 6/1/2022

Crash History: Total by Year

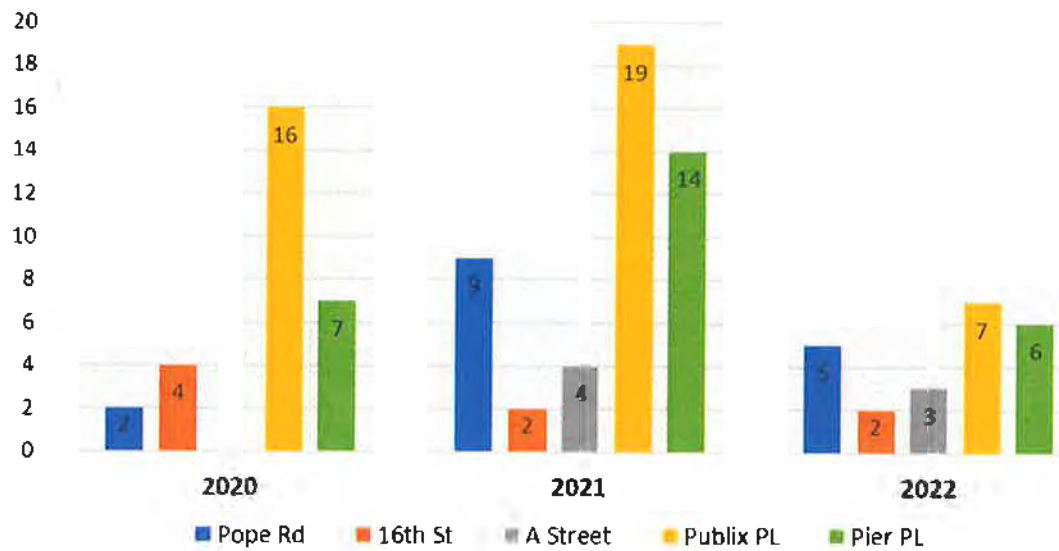


Crash History: Categorical Breakdown



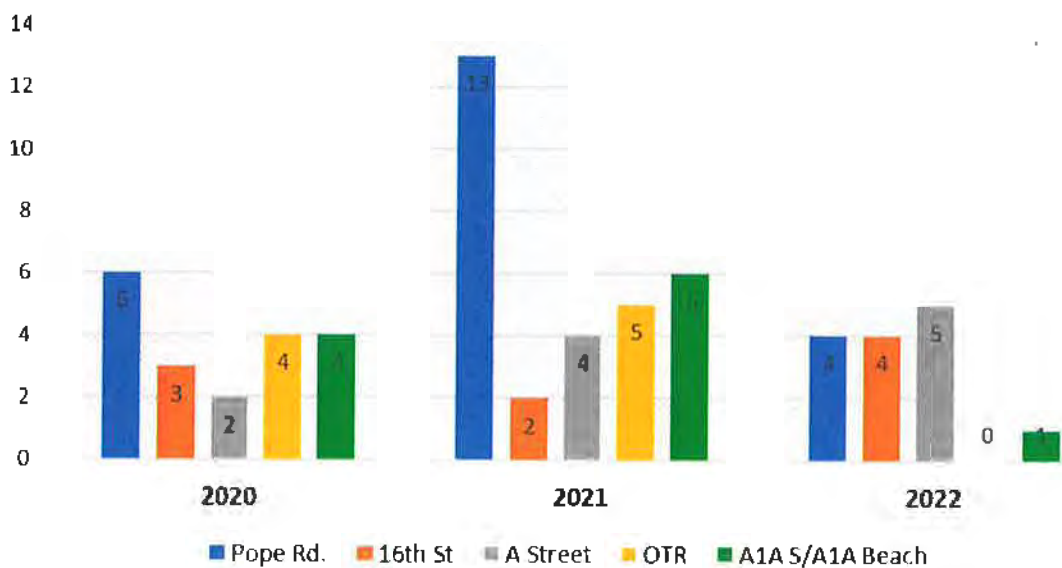
*** Crash types- Vehicle vs Bicycle, Vehicle vs Pedestrian, Traffic Homicide Investigations, Minor crashes in parking lots.

Crash History: A1A Beach Blvd



*** Crashes occurring at common intersections along A1A Beach Blvd.


Crash History: A1A South



*** Crashes occurring at common intersections along A1A South.

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny

FROM: Max Royle, City Manager 

DATE: June 28, 2022

SUBJECT: Resolution 22-06, to Amend the Personnel Manual re: Holiday Pay for City Employees

Resolution 22-06 was prepared at the request of Mr. Bill Tredik, the Public Works Director. Attached is a memo from Ms. Dariana Fitzgerald, the City Clerk, in which she explains the Resolution's purpose. At your meeting, Mr. Tredik will explain in more detail the need for the Resolution.

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny

FROM: Dariana Fitzgerald, City Clerk

DATE: June 28, 2022

SUBJECT: Resolution 22-06, to Update to Sections XI.18 (Holiday Pay) and XII.5 (Overtime Pay) of the City's Personnel Manual

City staff are requesting an update to the City's Personnel Manual regarding how paid holiday hours are counted towards the overtime total for City employees.

The current policy does not count paid holiday hours towards actual hours worked by employees in regard to overtime calculations for that pay period, instead, in addition to the paid holiday, they must then work a total of forty hours in one week (or eighty-four hours in fourteen days for twelve hour shift employees) to qualify.

For example, if Monday is a holiday, but the employee works eight hour shifts on the other four days, they would be paid for forty hours, but only thirty-two hours would count towards the overtime calculation. If that employee needed to stay an additional hour or two on Tuesday, then they would be working over eight hours that day without the benefit of overtime pay for doing so.

Staff would like the holiday hours paid to count as hours worked towards the overtime total. This would not apply to vacation, sick, or compensatory time used by the employee within that pay period.

RESOLUTION 22-06

**CITY OF ST. AUGUSTINE BEACH
ST. JOHNS COUNTY
FLORIDA**

**RE: TO AMEND SECTIONS XI.18 and XII.5 OF THE
CITY'S PERSONNEL MANUAL REGARDING HOLIDAY
PAY**

The City Commission of St. Augustine Beach, St. Johns County, Florida, in the regular meeting duly assembled on Monday, July 11, 2022, resolves as follows:

WHEREAS, the City has a Personnel Manual concerning various policies applicable to City employees which are not in ordinance form, but are adopted by resolution; and

WHEREAS, in order to keep the Manual comprehensive and current, it is necessary to update it periodically.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida, adopts updated Sections XI.18 and XII.5 of the City's Personnel Manual as follows:

To modify Sections XI.18 and XII.5 as follows:

XI.18. E. Holiday hours paid shall be used to satisfy the basic requirement of eighty-four (84) hours for 12-hour shift workers, as defined in Section XII.3.A, and forty (40) hours for all others. Pay will be computed by the quarter hour and vacation, sick, or compensatory time cannot be used to satisfy any part of the basic requirement.

XII.5. D. In computing overtime, other than for holidays as outlined in Section XI.18, only those hours actually worked will be used to satisfy the basic requirement of eighty-four (84) hours for 12-hour shift workers as defined in Section XII.3.A and forty (40) hours for all others. Pay will be computed by the quarter hour.

RESOLVED AND DONE, this 11th day of July, 2022, by the City Commission of the City of St. Augustine Beach, St. Johns County, Florida.


ATTEST:

Donald Samora, Mayor

Max Royle, City Manager

MEMORANDUM

TO: Mayor Samora
Vice Mayor Rumrell
Commissioner England
Commissioner George
Commissioner Sweeny

FROM: Max Royle, City Manager 

DATE: June 17, 2022

SUBJECT: Regulation of Alternative Vehicles: Review of Recommendations for an Ordinance
(Presenter: Dan Carswell, Chief of Police)

Attached is a memo with information about this agenda item and Chief Carswell's recommendations to regulate alternative vehicles.

If you agree with the recommendations, then the City Attorney can prepare an ordinance for first reading at your August 1st meeting.



St. Augustine Beach Police Department

Daniel Carswell, Chief of Police



Memorandum

TO: Max Royle, City Manager and St. Augustine Beach City Commission
FROM: Daniel Carswell, Chief of Police
REF: New Proposed City Ordinance- Alternative Vehicles
DATE: June 17th, 2022

I would like to address the growing use and safety concerns associated with the use of golf carts, low speed vehicles, mopeds, and electric bicycles on our city roads and sidewalks. For simplicity, I will refer to this group in its' entirety as "alternative vehicles." Before moving onto my concerns and recommendations, I will provide some basic information and Florida laws governing each vehicle.

1. **Electric bicycles** (E-Bikes), per Florida Statute 316.20655 are bicycles or tricycles (not considered motor vehicles) with fully operable pedals, a seat, and an electric motor that assists the operator.
 - Can reach speeds between 20-30 mph.
 - The operator is not required to have a valid driver's license or insurance.
 - They are permitted to operate on roads, highways, and bike lanes.
 - Subject to all state law and duties of normal bicycle operation.
2. **Mopeds**, per Florida State Statute 320.01(27), is a motor vehicle with pedals that permit propulsion by human power, capable of propelling the vehicle greater than 30 mph.
 - Required to be titled, registered, and insured.
 - Operators are required to have a valid driver's license.
 - May operate on all roadways, prohibited from travelling on sidewalks or bike lanes.
3. **Golf carts**, per Florida State Statute 320.01 (22), are motor vehicles designed and manufactured for operation on a golf course for sporting or recreational purposes and are not capable of exceeding speeds of 20 mph.
 - May only be operated on roadways, paths, and sidewalks designated and approved by ordinance.
 - Must have efficient brakes, steering, and tires, a rearview mirror and reflectors on the front and back.
 - Not required to be titled, registered, or insured.
 - Operators are not required to have a driver's license but must be over 14 years old.
4. **Low Speed Vehicles** (LSVs), per Florida State Statute 320.01 (41), are four-wheeled vehicles with speeds between 20-25 mph, including, but not limited to neighborhood electric vehicles.

- LSVs may operate on streets with posted speeds of 35 mph or less.
- Must be equipped with head and tail lights, turn signals, rearview mirrors, and seat belts.
- Must be titled, registered, and insured.
- Operators must possess a valid driver's license.

It should be noted, the SABPD is in favor of the use of alternative vehicles within the city limits. Their use can help reduce traffic along the boulevard, reduce individual carbon footprints, and save gas money for our citizens during tough economic times. The purpose of this memo is to ensure that the City of St. Augustine Beach has sufficient city ordinance in place to encourage the safe and efficient operation of these vehicles on our roadways.

Trending Concerns

1. **Increase in Accessibility:** The number of businesses who rent or sell these alternative vehicles is quickly increasing in St. Johns County. A quick Google search resulted in a total of nine nearby businesses that sell or rent one or more alternative vehicle type. Increased access leads to increased use and the potential for more problems.
2. **Crashes and Injuries:** The discussed influx of alternative vehicle usage in neighboring cities and across St. Johns County has resulted in an increase of crashes and injuries. Since 2019 there have been 56 reported crashes in St. Johns County involving alternative vehicles. This data includes single vehicle crashes, multi-vehicle crashes (with cars or trucks on roadways), crashes with major injuries, and crashes resulting in death. In the past two years, there have been three crashes with injuries involving e-bikes, of which, two occurred in the City of St. Augustine Beach.
3. **Juvenile Operation:** Two of the four discussed alternative vehicles are accessible and legal to operate by the age of 16. They do not require a driver's license, insurance, and have minimum safety equipment requirements. Juvenile operators who are not yet familiar with the state laws, roadway norms, and potential dangers can operate e-bikes and golf carts (where permitted) at speeds up to 30 mph with little to no safety equipment required by state law.

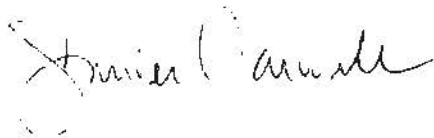
Proposed Recommendations

After conferring with the St. Johns County Sheriff's Office, SABPD Staff, and reviewing Florida State Statute, I recommend that ordinance is created for, at minimum, the following restrictions on alternative vehicles:

1. E-bikes should not be operated on the sidewalks and should travel in the roadway or bike lane with the flow of traffic. The size and speed of e-bikes on the sidewalk pose a danger to pedestrians and vehicles stopping/crossing at intersections.
2. E-bikes should not exceed the speed limit of the roadway they are travelling on. While operating on the beach, e-bikes should use caution and give audible warning when approaching pedestrians.
3. The City of St. Augustine Beach should require operators of golf carts and LSVs to possess a valid driver's license.

4. Golf carts not properly equipped and registered should only be operated on private property.
5. Golf carts, LSVs, and mopeds, should be equipped with a horn, and if operated from dusk until dawn, should have working head and tail lights.
6. Golf carts, mopeds and LSVs should not be operated on the sidewalk or bike lane, only on designated roadways and streets with speed limits 35 mph and under.
7. LSVs, mopeds, and golf carts should not be operated on the beach at any time. Due to the city only having one beach exit for vehicles at Ocean Trace Road, alternative vehicles leaving the beach would be forced to travel along SR A1A South where they are not legally permitted.
8. The penalty associated with violations of this ordinance should be set at \$75 for first time offenses and \$100 for all subsequent offenses. This fine scale is comparable to the parking fines and similar to those enforced by St. Johns County.
9. Once new city ordinance is approved, the SABPD will begin an educational period for 3 months to educate citizens operating alternative vehicles on new city ordinance. Observed ordinance violations will result in warnings for first time offenses. Police department and city social media accounts can share information on the new ordinances to help educate our citizens.

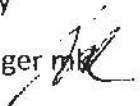
Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Daniel Carswell", written in a cursive style.

Daniel Carswell, Chief of Police

MEMORANDUM

TO: Mayor Samora
 Vice Mayor Rumrell
 Commissioner England
 Commissioner George
 Commissioner Sweeny

FROM: Max Royle, City Manager 

DATE: June 7, 2022

SUBJECT: Florida League of Cities' Annual Conference, August 11-13, 2022: Selection of City's Voting Delegate

Each year, in advance of its annual conference, the Florida League of Cities asks the governing boards of member cities to select one of their members to be the city's official voting delegate. The League holds a business meeting during the morning of the conference's last day. Each city's voting delegate attends to vote on proposed resolutions that concern constitutional, congressional and commemorative matters.

At your July 11th meeting, you can discuss who among you is going to the League's annual conference. If there'll be more than one attendee from the Commission, then you can decide which one will be the City's official voting delegate.

The League must receive the name of the voting delegate no later than July 29, 2022.



To: Key Official

From: Eryn Russell, Florida League of Cities

Date: May 11, 2022

Subject: 96th Annual Conference Voting Delegate Information

The Florida League of Cities' Annual Conference will be held at the Diplomat Beach Resort in Hollywood, Florida on August 11-13, 2022. This conference will provide valuable educational opportunities to help Florida's municipal officials serve their citizenry more effectively.

It is important that each member municipality sending delegates to the Annual Conference of the Florida League of Cities, designate one of their officials to cast their votes at the Annual Business Session. Election of League leadership and adoption of resolutions are undertaken during the business meeting. One official from each municipality will make decisions that determine the direction of the League.

In accordance with the League's by-laws, each municipality's vote is determined by population, and the League will use the Estimates of Population from the University of Florida.

Conference registration materials were sent to each municipality via the League's e-newsletter and are also available online at flicities.com.

If you have any questions on voting delegates, please email erussell@flicities.com. **Voting delegate forms must be received by the League no later than July 29, 2022.**

Attachments: Form Designating Voting Delegate



**96th Annual Conference
Florida League of Cities, Inc.
August 11-13, 2022
Hollywood, Florida**

It is important that each member municipality sending delegates to the Annual Conference of the Florida League of Cities, designate one of their officials to cast their votes at the Annual Business Session. League By-Laws requires that each municipality select one person to serve as the municipalities voting delegate. *Municipalities do not need to adopt a resolution to designate a voting delegate.*

Please fill out this form and return it to the League office so that your voting delegate may be properly identified. **Voting delegate forms must be received by the League no later than July 29, 2022.**

Designation of Voting Delegate

Name of Voting Delegate: _____

Title: _____

Delegate Email: _____

Municipality of: _____

AUTHORIZED BY:

Name

Title

Return this form to:

Eryn Russell
Florida League of Cities, Inc.
Post Office Box 1757
Tallahassee, FL 32302-1757
Fax: (850) 222-3806
Email: erussell@flcities.com

**BOARD AND DEPARTMENTAL REPORT FOR CITY COMMISSION MEETING
JULY 11, 2022**

CODE ENFORCEMENT/BUILDING/ZONING

Please see pages 1-22.

COMPREHENSIVE PLANNING AND ZONING BOARD

The minutes of the Board's May 17, 2022, meeting are attached as pages 23-38.

SUSTAINABILITY AND ENVIRONMENTAL PLANNING ADVISORY COMMITTEE

The minutes of the Committee's June 2, 2022, meeting are attached as pages 39-51. Also, the report from the Chair, Ms. Lana Bandy, is attached as pages 52-53.

POLICE DEPARTMENT

Please see page 54.

FINANCE DEPARTMENT

Please see page 55.

PUBLIC WORKS DEPARTMENT

Please see pages 56-59.

CITY MANAGER

1. Complaints

A. Speed Control

A Sea Grove resident complained about speeders on Overdale Road and asked about a speed bump. His complaint was forwarded to the Police Department, and he was told that the residents of Overdale would have to submit a petition for the speed bump.

B. Pedestrian Signal

A resident brought to the City's attention that the pedestrian crossing signal at A Street and A1A Beach Boulevard wasn't functioning. The complaint was forwarded to the County's contractor who maintains the traffic signals in the City.

C. Porta-Potty on Property

The owner of property on F Street complained about the builder of an adjacent house putting a porta-potty on the complainant's property. The complaint was forwarded to the Building Department for possible action by the Code Enforcement Officer.

D. Lawn Clippings

A resident complained about lawn companies blowing grass and leaves from yard into street gutters. As such debris is considered by anti-pollution rules to be an illicit discharge, he was asked to report any violations he observes to the City's illicit discharge coordinator, the Assistant City Engineer.

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 prepared plans for the project. The City Commission reviewed the plans at its October 4, 2021, meeting and discussed in particular the underground of utilities and having a sidewalk along the section of 2nd Street east of 2nd Avenue. On October 14, 2021, City staff met with representatives of Florida Power and Light to discuss the company's requirements for the underground of utilities. The first requirement was that the City obtain an easement from each property owner for the placement of FPL's underground line and above ground transformers. Letters sent to each owner of lots in the 100 and 200 block of 2nd Street and most agreed to provide the easement. The Commission discussed the owners' responses at its December 6th meeting and approved the Public Works Director advertising for bids, which were opened on February 23, 2022. At its March 7, 2022, meeting, the City Commission awarded the bid for this project to DB Civil Construction of Ormond Beach, Florida, for \$579,850. The contract has been executed and construction should begin August.

2) Sidewalk and Drainage Improvements for A Street

Over a year ago, a resident suggested that a sidewalk is needed on A Street between the beach and the Boulevard because of vehicle traffic and the number of pedestrians and bicyclists along that section of A Street. Added to the sidewalk project was underground drainage to solve the flooding problem along the street's north side. As A Street is owned and maintained by the County, then-Vice Mayor Don Samora and City and County staff worked with A Street residents to develop the scope of work. After a number of meetings, the County staff agreed to a five-foot wide sidewalk and a two-foot wide gutter. The City Commission then approved the project. Work was supposed to start in the spring of 2022, but because the contractor has experienced delays in getting materials, the project will not begin until November 2022.

3) A1A Beach Boulevard Crosswalk Improvements

As of the end of February 2022, the County had been put up flashing signals for the crosswalks on A1A Beach Boulevard between Sea Colony and the shopping center, and between the beach walkway at Ocean Hammock Park and the Whispering Oaks subdivision. According to Vice Mayor Rumrell, the County will put the signals at three other locations on the Boulevard: in the vicinity of pier park and the intersections of 16th and 11th streets.

B. Beach Matters

1) Off-Beach Parking

At this time, the only parking project is improvements to the two parkettes on the west side of A1A Beach Boulevard between A and 1st Streets. The Commission appropriated \$45,000 in the Fiscal Year 2022 budget for this project. The next step is to select a consultant to do the design. The Public Works Director has selected a consultant from the County's list of civil engineering consultants. The consultant is now doing the design work. Money for the improved parking area will come from American Rescue Plan Act funds. The Public Works Director will provide an update report at the Commission's July 11th meeting.

Other possible areas for parking improvements will be the north side of 4th Street between the Boulevard and the beach, the north side of 5th Street between the Boulevard and 2nd Avenue, and the plaza at the southwest corner of the Boulevard and 8th Streets.

Concerning parking along Pope Road: At its August 11th meeting: As Pope Road is owned and maintained by the County, it may include the parking project in a five-year plan.

There is no discussion at this time concerning paid parking anywhere in the City.

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, which the City received. At its March 7, 2022, meeting, the City Commission approved the Public Works Director's recommendation that the one bid received to construct the restrooms be rejected because of its very high price and authorized negotiating with the

bidder to lower the cost. As these negotiations did not result in significant savings, the Director has decided to purchase prefabricated restrooms. He showed a photo of the restrooms to the Commission at its April 4th and May 2nd meetings. The Commission approved the restrooms. They should be in place in the fall of 2022.

Also, to implement the management plan, the City has applied for funding from a state grant and for 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 design and permitting work for the interior park improvements (observation deck, picnic pavilion and trails) has been done. Construction should begin in the summer of 2022.

At its August 11, 2021, meeting, the Public Works Director and a park consultant presented an update on the other improvements to the Park. The plans were 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 the summer of 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. A park plan will need to be developed with the help of residents and money to make the Park accessible to the public may come from the American Rescue Plan Act. At its May 2, 2022, meeting, the City Commission approved the City Manager writing a Request for Qualifications for a park planner to prepare a plan for improvements to Hammock Dunes Park. The City Commission at its June 6th meeting approved the wording for a Request for Qualifications from park planners. The RFQ will be advertised in early July.

D. Changes to Land Development Regulations

At its May 2nd meeting, the City Commission approved on final reading an ordinance to amend the City's flood regulations. At its June 6th meeting, the Commission considered two new amendments: a) to change the definition of erosion-resistant materials and changes regarding the surfacing of parking areas; and b) changes to wording regarding the raising of bees and insects in the City. The ordinance concerning the surfacing of parking areas wasn't approved. The City Attorney and the Public Works Director will work on a new ordinance. The ordinance concerning bees was passed on second reading. It will have its second public hearing and final reading at the Commission's July 11th meeting.

Another ordinance to change the Regulations is to increase the number of vacation rental licenses from 100 to 123. The Planning Board reviewed the ordinance at its June 21st meeting and voted not to recommend it. The Commission will discuss the ordinance and the Planning Board's recommendation at its July 11th meeting.

3. Finance and Budget

A. Fiscal Year 2022 Budget

May 31, 2022, marked end of the eighth month of Fiscal Year 2022, which began on October 1, 2021, and will end on September 30, 2022. As of May 31st, the City for its General Fund had received \$6,563,537 and spent \$5,009,383. The surplus of revenues over expenditures at the end of the eighth month was \$1,554,154. Also, as of the end of May, the City had received \$3,522,838 from its major revenue source, property taxes. A year earlier, at the end of May 2021, the amount received from property taxes was \$3,354,874, or \$167,964 less. In terms of percentages, the City by the end of May had received 66.6% of the revenue projected to be received for the entire fiscal year and had spent 50.8% of the projected expenditures. The gap between revenues and expenditures will narrow considerably during the remaining four months of the fiscal year as little to no revenue from property taxes is received during those months.

B. Preparations for the Fiscal Year 2023 Budget

FY 2023 will begin on October 1, 2022, and end on September 30, 2023. In May and June, the Finance Director will compile proposed expenditures from various departments and will make revenue estimates. The proposed budget will be submitted to the Commission in late July when the Commission will set the tentative property tax millage for FY 23. The millage for FY 22 is 2.45, or \$2.45 for every \$1,000 of a property's assessed value. The proposed budget should be online for the public to review after mid-July.

The City Commission will hold a special meeting on Monday, July 25th, at 6 p.m., to review the proposed budget and set the tentative property tax millage.

C. Alternative Revenue Sources

The City Commission has asked the administration to suggest potential sources of money. The Public Works Director proposed a stormwater utility fee. The Commission discussed this proposal at two meetings in 2021 decided not to authorize the staff to proceed to the next step in the process to adopt the fee in the future. This topic may be brought back to the Commission for another review in 2023.

D. Additional One-Cent Sales Tax

The County Commission will ask the voters at the November 8, 2022, general election whether they'll approve the additional sales tax. Before November, City staff will ask the City Commission to discuss the projects they would spend the money on, should the voters approve the tax.

4. Miscellaneous

A. Permits for Upcoming Events

In June, the City Manager approved the following permits: a) Living Hope Cancer Foundation Celebration on June 10, 2022; b) Juneteenth Beach Day Brunch on June 19th; c) Block Party on Willow Drive, July 3rd; d) A1A Scenic Byway Mega Beach Cleanup, July 5th; e) Gabe's Grom Surfboard Contest, August 20th; f) Surf Camp for Kids with Autism August 27th; g) Pups and Sups Dog Surfing Classic, October 1st.

B. Strategic Plan

The Strategic Plan may be replaced by the Vision Plan, which was prepared by Commissioner England during her term as Mayor. Commissioner England, who developed the draft of the Vision Plan, presented it to the Commission at its May 2, 2022, meeting. The draft was reviewed by the Sustainability and Environmental Protection Advisory Committee at its June 2nd meeting and by the Comprehensive Planning and Zoning Board at its June 21st. The Planning Board decided to continue its review at its July 19th meeting.

C. Workshops

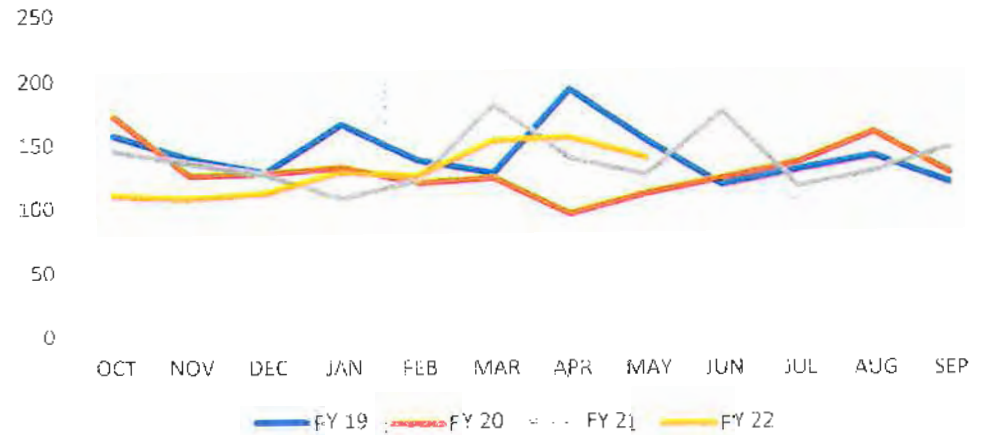
On Wednesday, March 23rd, the City Commission held a workshop to discuss possible uses for the former city hall, which is located on the south side of pier park. Ms. Christina Parrish Stone, Executive Director of the St. Johns Cultural Council, informed the Commission that the City has received \$500,000 historic grant to renovate windows and other features in the building and a \$25,000 grant for interpretative signage. The outcome of the workshop was that the building would be renovated for use as an arts center with the second floor restored for artists' studios and possibly a small museum. Ms. Stone presented a report about the history of the former city hall and using the \$500,000 for exterior improvements to the building, such as the second floor windows and other features. The deadline for using the money from the historic grant is June 2024. Ms. Stone reported in late April that no restoration work will be started until the Governor has approved the state's budget for its next fiscal year, which began on July 1, 2022.

CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

OF PERMITS ISSUED

	FY 19	FY 20	FY 21	FY 22
OCT	158	174	147	111
NOV	140	127	137	109
DEC	129	129	128	113
JAN	167	134	110	130
FEB	139	122	124	127
MAR	129	126	184	155
APR	195	98	142	158
MAY	155	114	129	142
JUN	120	126	179	
JUL	132	139	120	
AUG	143	163	132	
SEP	122	131	151	
TOTAL	1729	1583	1683	1045

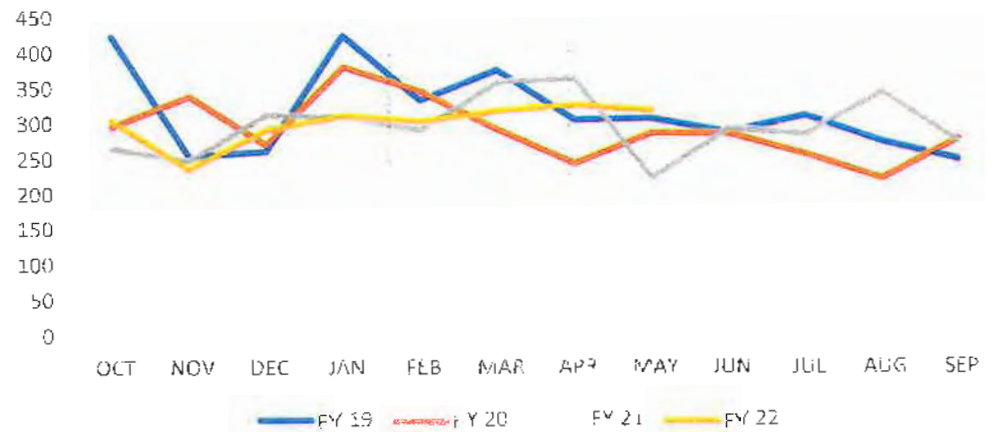
OF PERMITS ISSUED



OF INSPECTIONS PERFORMED

	FY 19	FY 20	FY 21	FY 22
OCT	424	298	268	306
NOV	255	341	250	237
DEC	262	272	315	292
JAN	426	383	311	313
FEB	334	348	293	305
MAR	377	294	360	319
APR	306	246	367	328
MAY	308	289	226	320
JUN	288	288	295	
JUL	312	259	287	
AUG	275	225	347	
SEP	250	281	277	
TOTAL	3817	3524	3596	2420

OF INSPECTIONS PERFORMED

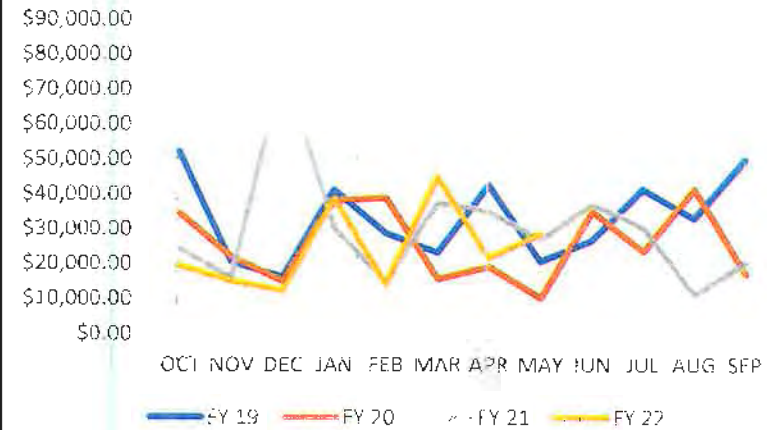


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

BUILDING PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22
OCT	\$51,655.01	\$34,277.62	\$24,139.90	\$19,160.96
NOV	\$20,192.42	\$21,844.58	\$15,910.52	\$14,923.51
DEC	\$16,104.22	\$14,818.54	\$76,639.68	\$12,110.85
JAN	\$40,915.31	\$37,993.58	\$30,011.51	\$38,549.15
FEB	\$28,526.70	\$38,761.13	\$14,706.76	\$13,916.49
MAR	\$22,978.53	\$15,666.80	\$37,447.22	\$44,664.15
APR	\$42,292.91	\$19,092.61	\$34,884.49	\$21,386.72
MAY	\$20,391.12	\$10,194.02	\$26,753.41	\$28,447.01
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	\$20,329.54	
TOTAL	\$392,880.82	\$309,768.58	\$359,577.12	\$193,158.84

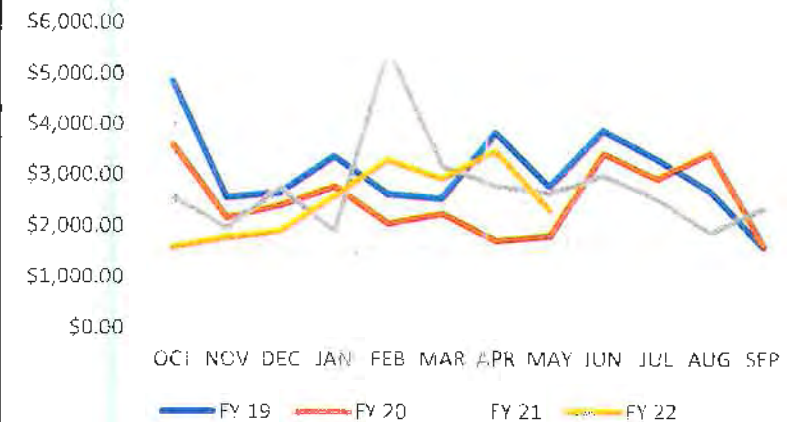
BUILDING PERMIT FEE GRAPH



MECHANICAL PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22
OCT	\$4,819.09	\$3,593.67	\$2,574.62	\$1,575.00
NOV	\$2,541.44	\$2,160.00	\$1,963.00	\$1,771.00
DEC	\$2,633.64	\$2,409.62	\$2,738.04	\$1,880.00
JAN	\$3,338.69	\$2,768.47	\$1,891.99	\$2,563.12
FEB	\$2,601.00	\$2,044.08	\$5,505.00	\$3,274.80
MAR	\$2,515.33	\$2,237.73	\$3,163.00	\$2,908.99
APR	\$3,801.26	\$1,716.00	\$2,784.79	\$3,452.30
MAY	\$2,736.33	\$1,809.00	\$2,637.52	\$2,308.40
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	\$2,352.24	
TOTAL	\$36,360.23	\$30,124.61	\$32,994.08	\$19,733.61

MECHANICAL PERMIT FEE REPORT

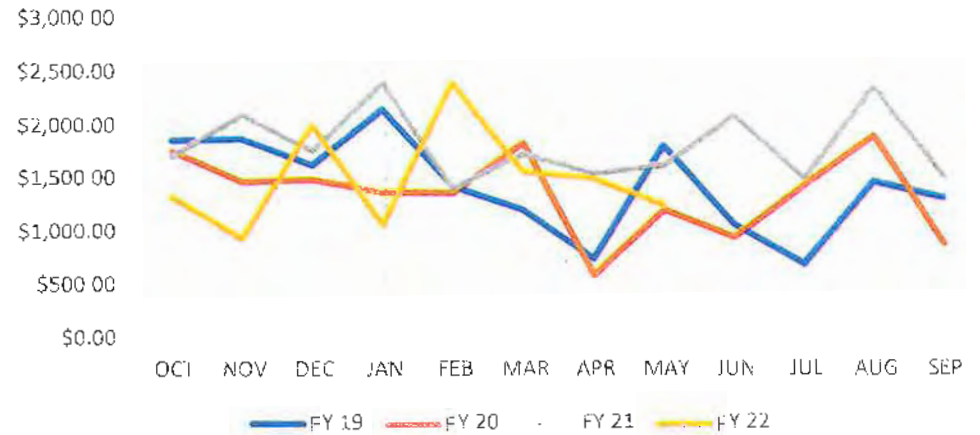


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

ELECTRICAL PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22
OCT	\$1,860.32	\$1,765.00	\$1,718.00	\$1,330.00
NOV	\$1,872.66	\$1,475.00	\$2,115.00	\$940.00
DEC	\$1,622.32	\$1,495.00	\$1,770.00	\$2,005.00
JAN	\$2,151.66	\$1,380.00	\$2,418.00	\$1,065.00
FEB	\$1,425.32	\$1,375.00	\$1,413.00	\$2,405.00
MAR	\$1,203.33	\$1,843.00	\$1,740.00	\$1,565.00
APR	\$743.00	\$600.00	\$1,553.00	\$1,495.00
MAY	\$1,805.00	\$1,215.00	\$1,628.00	\$1,255.00
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	\$1,520.00	
TOTAL	\$17,208.61	\$16,351.00	\$21,863.00	\$12,060.00

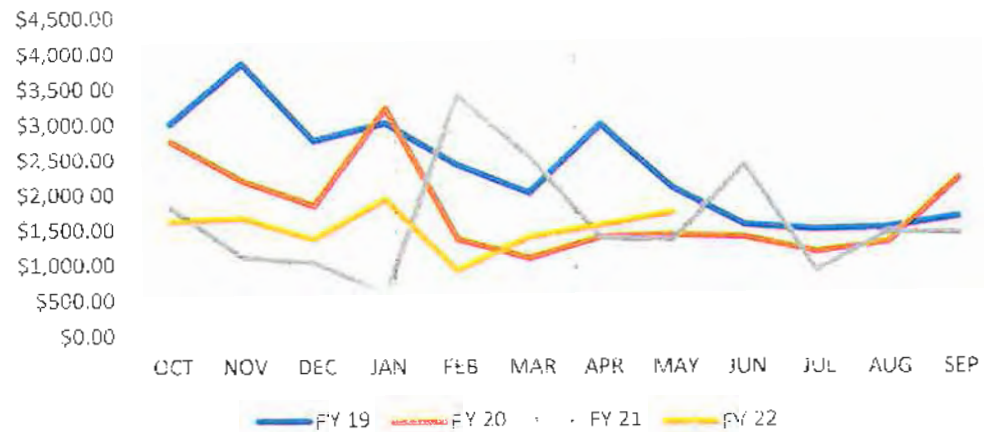
ELECTRICAL PERMIT FEE REPORT



PLUMBING PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22
OCT	\$3,016.37	\$2,786.00	\$1,844.00	\$1,632.00
NOV	\$3,867.41	\$2,221.00	\$1,133.00	\$1,686.00
DEC	\$2,783.10	\$1,869.00	\$1,062.00	\$1,379.00
JAN	\$3,031.40	\$3,256.00	\$628.00	\$1,957.00
FEB	\$2,440.44	\$1,395.00	\$3,449.00	\$938.00
MAR	\$2,037.24	\$1,125.00	\$2,579.00	\$1,420.00
APR	\$3,015.00	\$1,430.00	\$1,411.00	\$1,585.00
MAY	\$2,110.00	\$1,459.00	\$1,390.00	\$1,772.00
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	\$1,490.00	
TOTAL	\$28,671.96	\$21,817.00	\$19,912.00	\$12,369.00

PLUMBING PERMIT FEE REPORT

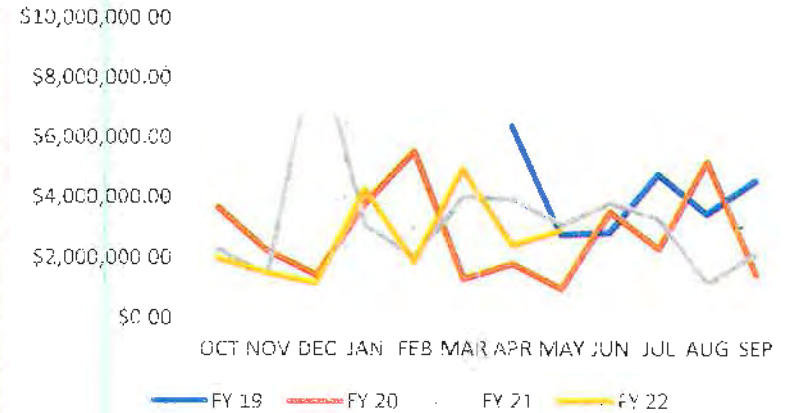


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

ALTERATION COST

	FY 19	FY 20	FY 21	FY 22
OCT		\$3,657,414.56	\$2,313,298.53	\$1,961,462.00
NOV		\$2,242,421.52	\$1,440,841.88	\$1,490,891.09
DEC		\$1,449,915.40	\$9,160,479.89	\$1,165,362.58
JAN		\$3,789,363.81	\$3,088,758.57	\$4,239,155.17
FEB		\$5,519,900.00	\$2,010,259.40	\$1,847,029.62
MAR		\$1,321,570.04	\$4,010,607.80	\$4,906,297.30
APR	\$6,338,617.35	\$1,803,157.19	\$3,939,394.49	\$2,392,827.18
MAY	\$2,731,410.75	\$1,003,140.58	\$3,080,108.00	\$2,874,220.30
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	\$2,123,077.05	
TOTAL	\$24,475,751.90	\$33,259,014.00	\$39,436,637.57	\$20,877,245.24

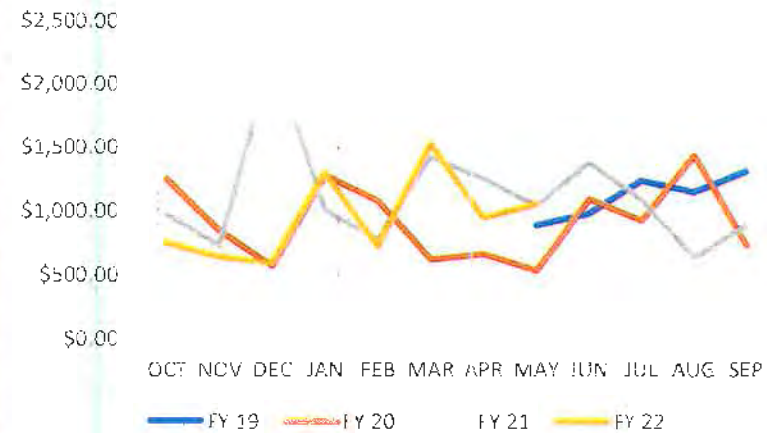
ALTERATION COST



STATE SURCHARGE PERMIT FEE REPORT

	FY 19	FY 20	FY 21	FY 22
OCT		\$1,247.45	\$973.01	\$747.36
NOV		\$845.65	\$729.40	\$635.64
DEC		\$569.37	\$2,225.95	\$589.14
JAN		\$1,277.63	\$1,006.45	\$1,293.24
FEB		\$1,079.31	\$776.87	\$721.09
MAR		\$623.46	\$1,417.90	\$1,521.83
APR		\$666.54	\$1,250.09	\$943.11
MAY	\$881.45	\$537.83	\$1,043.38	\$1,049.80
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	\$887.71	
TOTAL	\$5,529.34	\$11,046.74	\$13,417.08	\$7,501.21

STATE SURCHARGE PERMIT FEE REPORT



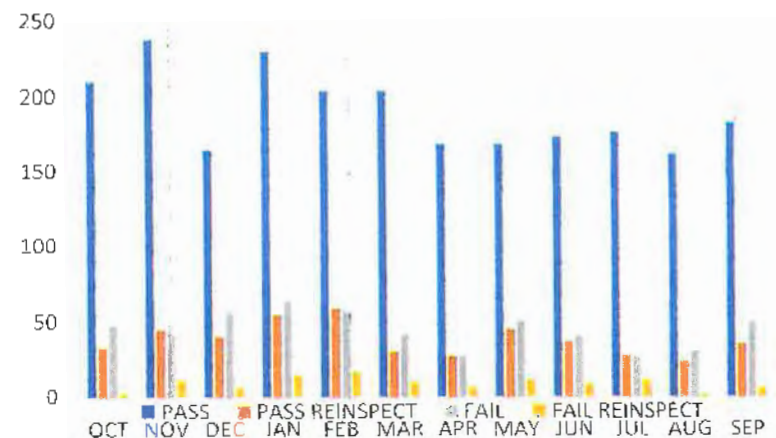
CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

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
TOTAL	2285	470	550	113

RESULTS DO NOT INCLUDE CANCELED/PERFORMED INSPECTIONS

FY 20 INSPECTION RESULTS

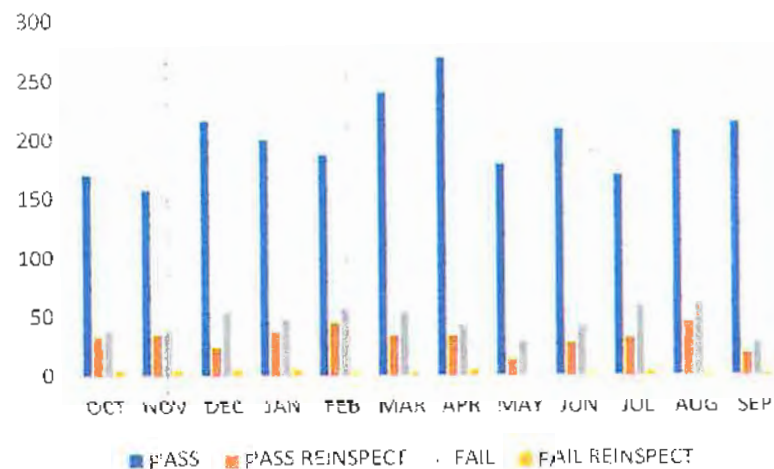


FY 21 INSPECTION RESULTS

	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	215	20	30	2
TOTAL	2421	395	571	44

RESULTS DO NOT INCLUDE CANCELED/PERFORMED INSPECTIONS

FY 21 INSPECTION RESULTS



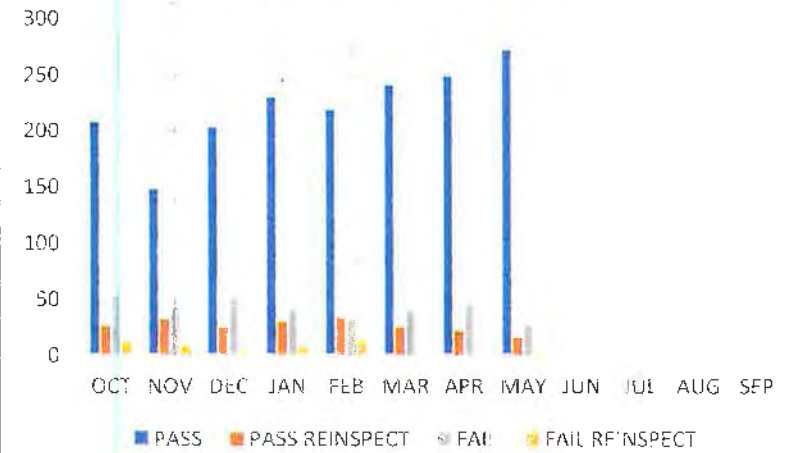
CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

FY 22 INSPECTION RESULTS

	PASS	PASS REINSPECT	FAIL	FAIL REINSPECT
OCT	207	26	53	10
NOV	147	32	44	7
DEC	202	25	52	2
JAN	229	30	41	6
FEB	218	34	32	12
MAR	240	25	40	1
APR	248	22	45	1
MAY	272	16	28	2
JUN				
JUL				
AUG				
SEP				
TOTAL	1763	210	335	41

RESULTS DO NOT INCLUDE CANCELED/PERFORMED INSPECTIONS

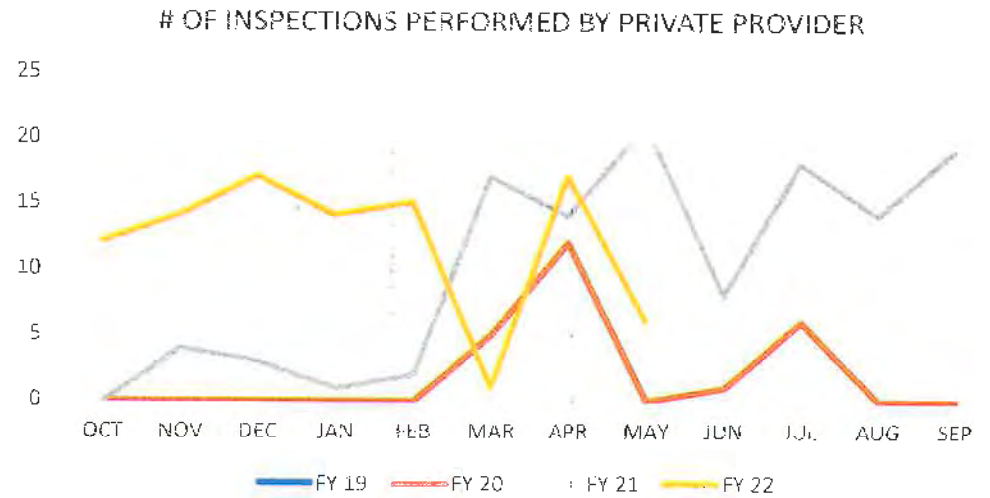
FY 22 INSPECTION RESULTS



CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

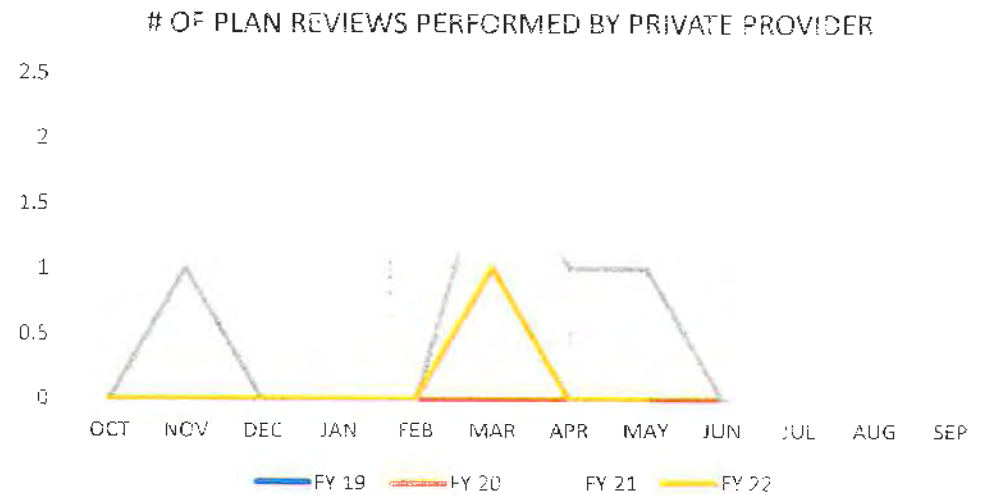
OF INSPECTIONS PERFORMED BY PRIVATE PROVIDER

	FY 19	FY 20	FY 21	FY 22
OCT		0	0	12
NOV		0	4	14
DEC		0	3	17
JAN		0	1	14
FEB		0	2	15
MAR		5	17	1
APR		12	14	17
MAY		0	21	6
JUN		1	8	
JUL		6	18	
AUG		0	14	
SEP		0	19	
TOTAL	0	24	121	96



OF PLAN REVIEWS PERFORMED BY PRIVATE PROVIDER

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

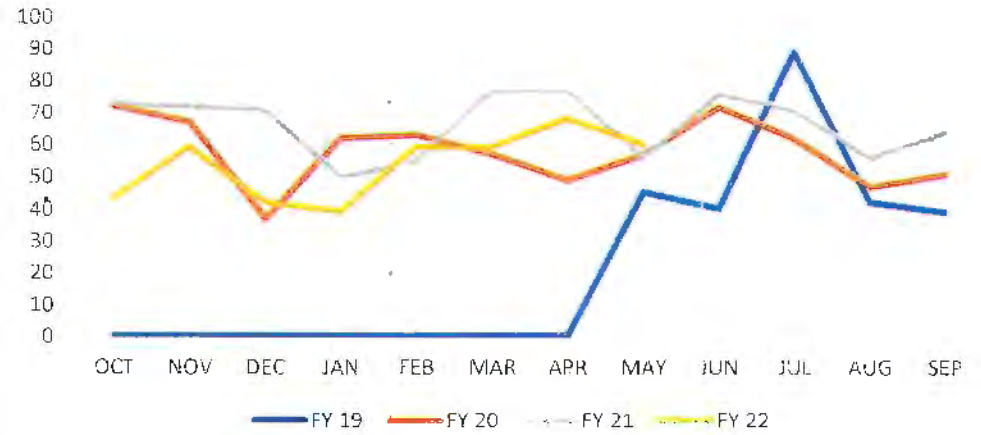


CITY OF ST. AUGUSTINE BEACH BUILDING DEPARTMENT

OF PLAN REVIEW ACTIVITIES PERFORMED BY BLDG. DEPT.

	FY 19	FY 20	FY 21	FY 22
OCT	0	72	73	43
NOV	0	67	72	59
DEC	0	37	71	42
JAN	0	62	50	39
FEB	0	63	55	59
MAR	0	57	77	59
APR	0	49	77	68
MAY	45	57	56	60
JUN	40	72	76	
JUL	89	62	71	
AUG	42	47	56	
SEP	39	51	64	
TOTAL	255	696	798	429

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
2095	138 WHISPERING OAKS CIR	P2001973	SFR-D	12/18/2020		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
2598	7 6TH ST	P2100089	SFR-D	1/28/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
2956	31 VERSAGGI DR	P2002022	SFR-D	1/26/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3070	115 D ST	P2100133	SFR-D	2/4/2021		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
3176	129 14TH ST	P2101217	SFR-D	9/24/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
3655	366 RIDGEWAY RD	P2100879	SFR-D	6/30/2021		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
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
3897	15 SABOR DE SAL RD	P2200622	SFR-D	3/7/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4104	2580 A1A S	P2101186	SFR-D	9/10/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4186	13 13TH LN	P2200376	SFR-D	1/24/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4332	2472 A1A S	P2200573	SFR-D	2/22/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4376	118 B ST	P2200045	SFR-D	10/12/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4411	110 RIDGEWAY RD	P2200064	SFR-D	10/18/2021		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4657	135 13TH ST	P2200427	SFR-D	1/20/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4665	171 RIDGEWAY RD	P2200670	SFR-D	3/10/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4723	282 RIDGEWAY RD	P2200346	SFR-D	1/3/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4734	23 OCEAN PINES DR	P2200462	SFR-D	1/28/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4828	106 F ST	P2200648	SFR-D	3/31/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4852	800 TIDES END DR	P2200394	SFR-D	1/11/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4894	107 E ST	P2201127	SFR-D	6/7/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
4983	3 LISBON ST	P2200629	SFR-D	3/2/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5016	103 WHISPERING OAKS CIR	P2200667	SFR-D	3/10/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5018	507 F ST	P2201176	SFR-D	6/15/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5058	1 LISBON ST	P2200704	SFR-D	2/17/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5123	316 B ST	P2200699	SFR-D	3/18/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5193	937 DEER HAMMOCK CIR	P2200808	SFR-D	4/6/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5470	386 OCEAN FOREST DR	P2201087	SFR-D	5/25/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES
5644	399 OCEAN FOREST DR	P2201148	SFR-D	6/16/2022		NEW SINGLE FAMILY RESIDENCE-BUILDING	RES

Application Id Range: First to Last

Issue Date Range: 06/01/20 to 06/22/22

Expiration Date Range: First to 09/26/24

Applied For: Y Open: Y

Application Date Range: First to 06/22/22

Use Type Range: First to Last

Hold: Y

Building Code Range: BUILDING to BUILDING

Contractor Range: First to Last

Completed: N

Work Type Range: SFR-A to SFR-D

User Code Range: RES to RES

Denied: N

Void: N

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
2141	3930 A1A SOUTH	P2001353	COM ADDITION	8/7/2020		BUILDING ADDITION - SHELL CONSTRUCTION 4987 SQUARE	COM
4891	3930 A1A SOUTH	P2200457	COM BUILD OUT	1/27/2022		COMMERCIAL BUILDING ALT.-- BUILD OUT UNIT 4	COM
5363	3920 A1A S	P2200978	COM BUILD OUT	5/10/2022		COMMERCIAL BUILDING ALT.-- BUILD-OUT	COM

Application Id Range: First to Last

Issue Date Range: 06/01/20 to 06/22/22

Expiration Date Range: First to 09/26/24

Applied For: Y Open: Y

Application Date Range: First to 06/22/22

Use Type Range: First to Last

Hold: Y

Building Code Range: BUILDING to BUILDING

Contractor Range: First to Last

Completed: N

Work Type Range: COM ADDITION to COMMERCIAL NEW

User Code Range: First to Last

Denied: N

Void: N

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'22 TREE INSPECTIONS

Application Id	Property Location	Permit No	Work Type	Issue Date	Certificate Type 1	Description	User Code 1
4501	24 DEANNA DR	P2200052	TREE REMOVAL	10/13/2021		RESIDENTIAL-TREE REMOVAL INSPECTION	RES
4577	0 SEA COLONY PARKWAY	P2200129	TREE REMOVAL	11/2/2021		RESIDENTIAL-TREE REMOVAL INSPECTION	COM
4693	129 14TH ST	P2200242	TREE REMOVAL	11/30/2021		RESIDENTIAL-TREE REMOVAL INSPECTION	RES
4741	28 LEE DR	P2200280	TREE REMOVAL	12/8/2021		RESIDENTIAL-TREE REMOVAL INSPECTION	RES
4937	28 MAGNOLIA DUNES CIR	P2200460	TREE REMOVAL	2/4/2022		RESIDENTIAL-TREE REMOVAL INSPECTION	RES
4943	208 4TH ST	P2200467	TREE REMOVAL	1/28/2022		RESIDENTIAL-TREE REMOVAL INSPECTION	
5078	201 7TH ST	P2200595	TREE REMOVAL	2/23/2022		RESIDENTIAL-TREE REMOVAL INSPECTION	RES
5103	505 D ST	P2200618	TREE REMOVAL	3/1/2022		RESIDENTIAL-TREE REMOVAL INSPECTION	RES
5137	605 A St	P2200676	TREE REMOVAL	3/10/2022		RESIDENTIAL-TREE REMOVAL INSPECTION	RES
5184	508 E ST	P2200700	TREE REMOVAL	3/17/2022		RESIDENTIAL-TREE REMOVAL INSPECTION	RES
5365	981 SALTWATER CIR	P2200872	TREE REMOVAL	4/19/2022		RESIDENTIAL-TREE REMOVAL INSPECTION	
5477	34 MAGNOLIA DUNES CIR	P2200979	TREE REMOVAL	5/3/2022		RESIDENTIAL-TREE REMOVAL INSPECTION	RES
5571	3 Sea Oaks Drive	P2201072	TREE REMOVAL	5/20/2022		RESIDENTIAL-TREE REMOVAL INSPECTION	RES

Application Id Range: First to Last

Issue Date Range: 10/01/21 to 06/22/22

Expiration Date Range: First to 09/26/24

Applied For: Y Open: Y

Application Date Range: First to 06/22/22

Use Type Range: First to Last

Hold: Y

Building Code Range: TREE to TREE

Contractor Range: First to Last

Completed: N

Work Type Range: First to Last

User Code Range: First to Last

Denied: N

Void: N

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

FY'22 ZONING REPORT

Application Id	Parcel Id	Property Location	Building Code	Activity Type	Inspector	Date	Status
4253	1630300010	301 A1A BEACH BLVD	ZONING	Z-VARIANCE	BONNIE M	9/21/2021	APPROVED
4509	1724911210	1101 LAUGHING GULL LN	ZONING	Z-TREE REMOVAL	BONNIE M	11/16/2021	APPROVED
4629	1629610970	467 HIGH TIDE DR	ZONING	Z-VARIANCE	JENNIFER	12/21/2021	APPROVED
4632	1642400640	8 BEACH ST	ZONING	Z-VARIANCE	JENNIFER	12/21/2021	DENIED
4638	1642350170	412 OCEAN DR	ZONING	Z-VARIANCE	JENNIFER	12/21/2021	DENIED
4785	1678700120	135 13TH ST	ZONING	Z-VARIANCE	BONNIE M	1/18/2022	APPROVED
4810	1696200060	203 3RD ST	ZONING	Z-VACATE ALLEY	BONNIE M	2/15/2022	APPROVED
4810	1696200060	203 3RD ST	ZONING	Z-VACATE ALLEY	BONNIE M	3/7/2022	APPROVED
4854	1726800000	225 MADRID ST	ZONING	Z-CONCEPT REV	JENNIFER	3/15/2022	PERFORMED
4896	1688300110	12 2ND ST	ZONING	Z-COND USE	BONNIE M	2/15/2022	APPROVED
4896	1688300110	12 2ND ST	ZONING	Z-COND USE	BONNIE M	3/7/2022	APPROVED
4993	1698900180	16 5TH ST	ZONING	Z-COND USE	JENNIFER	3/15/2022	APPROVED
4993	1698900180	16 5TH ST	ZONING	Z-COND USE	JENNIFER	4/4/2022	APPROVED
4997	1686400000	570 A1A BEACH BLVD	ZONING	Z-COND USE	JENNIFER	3/15/2022	APPROVED
4998	1686400000	570 A1A BEACH BLVD	ZONING	Z-COND USE	JENNIFER	3/15/2022	APPROVED
5124	1629611250	400 HIGH TIDE DR	ZONING	Z-VARIANCE	BONNIE M	4/19/2022	APPROVED
5170	1718500045	507 F ST	ZONING	Z-VARIANCE	BONNIE M	4/19/2022	APPROVED
5205	1705200010	2-B F ST	ZONING	Z-VARIANCE	BONNIE M	4/19/2022	APPROVED
5470	1724911150	386 OCEAN FOREST DR	ZONING	Z-TREE REMOVAL	BONNIE M	5/18/2022	APPROVED
5490	1628100000	2198 A1A South	ZONING	Z-COND USE	BONNIE M	6/21/2022	APPROVED
5558	1692400000	4TH AND 5TH STREETS	ZONING	Z-COND USE	BONNIE M	6/21/2022	APPROVED
5558	1692400000	4TH AND 5TH STREETS	ZONING	Z-COND USE		7/11/2022	OPEN
5559	1692400000	4TH AND 5TH STREETS	ZONING	Z-MIXED USE	BONNIE M	6/21/2022	APPROVED
5643	1726800000	225 MADRID ST	ZONING	Z-FINAL DEV		7/19/2022	OPEN
5643	1726800000	225 MADRID ST	ZONING	Z-FINAL DEV		8/1/2022	OPEN
5670	1687700000	14 6TH ST	ZONING	Z-COND USE		7/19/2022	OPEN
5670	1687700000	14 6TH ST	ZONING	Z-COND USE		8/1/2022	OPEN

Application Id Range: First to Last Range of Building Codes: ZONING to ZONING
 Activity Date Range: 09/21/21 to 09/30/22 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: 10/01/21 to 06/22/22
Ordinance Id Range: First to Last

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

Open: Y
Completed: Y
void: N
Pending: Y

Customer Range: First to Last

Inc Violations with Waived Fines: Yes

Violation Id: v2200001 Prop Loc: 214 7TH ST
Viol Date: 10/05/21 Status: Completed Status Date: 11/03/21
Comp Name: DeBlasio, Patrick Comp Phone: (305)469-9134
Comp Email: pdeblasio@littler.com

Ordinance Id	Description
CC 6.02.03	Sec. 6.02.03. - Rights-of-way.

Description: Recieved E-mail from a Patrick DeBlasio stating that his neighboring house (214 7th St.) has been installing an excessive amount of pavers, as well as up to 6 trucks worth of fill. See Attachments for E-mail.

Created	Modified	Note
11/03/21	11/03/21	upon completion of paving, the contractor "Deepwater Woodworking" has brought the driveway into compliance.
10/08/21	10/08/21	Arrived at 214 7th st. Issued a Notice of violation regarding driveway ordinance (Sec. 6.02.03) Spoke with the owner of the residence Logan, Pamela as well as the contractor leading the project: Bray, Hulsey with "Deepwater Woodworking LLC". E-mailed Mr. Bray the ordinances that pertain with the current situation. Pictures and e-mail are attached.
10/05/21	10/05/21	Recieved E-mail from Mr. DeBlasio with pictures from his property of the work being done on 214 7th St. (see attached)
10/05/21	10/05/21	1102 E-mailed Mr. Tredick. see attached.
10/05/21	10/05/21	0900 Gil spoke with Mr. DeBlasio about his neighbors installation of pavers and fill. Mr. DeBlasio was informed that due to the nature of the work on 214 7th St. an inspection of the situation must come from a qualified engineer given the main issue being a drainage one. Mr. Tredick has been forwarded the e-mail and updated on the current complaint. (Attached are photos of 214 7th St. from 2018 for reference)

violation Id: v2200002 Prop Loc: 1 E ST
Viol Date: 10/05/21 Status: Completed Status Date: 10/05/21 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
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Description: Recieved complaint about illegal parking under a no parking sign and noise issues after hours

Created	Modified	Note
10/05/21	10/05/21	E-mailed stated that the complaints issued were to be addressed with the SABPD. See attachments.

violation Id: v2200003 Prop Loc: 135 13TH ST

Viol Date: 10/06/21 Status: Completed Status Date: 11/02/21
Comp Name: Tim & Sally Shirley Comp Phone:
Comp Email: timothyshirley2619@comcast.net

Ordinance Id Description

Description: Recieved a complaint from a Tim and Sally Shirley about an unpermitted shed that resulted in a fire at the residence of 135 13th St.

Created	Modified	Note
11/02/21	11/02/21	Permit for demolition of shed and house has been paid for and issued 10/26/2021 (P2200095)
10/07/21	10/07/21	Received e-mail from Mr. Law stating his intentions to demolish his existing residence including the shed in subject. (see attached)
10/06/21	10/06/21	Mr. Law responded by contacting Mr. Timmons by work cell phone. Mr. Law stated that he is planning on demolishing all existing structures due to extensive fire damage, including the shed in question.
10/06/21	10/06/21	Mr. Timmons sent an e-mail requesting to open a dialog about the unpermitted shed and the actions that must take place for the removal of said shed. (see attached)

Violation Id: V2200004 Prop Loc: 510 A ST
Viol Date: 10/18/21 Status: Completed Status Date: 11/12/21
Comp Name: IRA, BILLIE JEANETTE MEDLEY Comp Phone: (904)599-1429 Comp Email:

Ordinance Id Description

CC 7.01.01 Sec. 7.01.01. - Accessory Sturctures General standards and requirements.

Description: Shed in front setback.

Created	Modified	Note
11/12/21	11/12/21	Shed has been removed. Closing case
10/19/21	10/19/21	Spoke with owner of 510 A st. the shed company has authorized a full refund as long as the shed is returned within a certain time. Mrs. Clermont will let me know then the deadline for the refund is and what steps they intend to take afterwards.
10/18/21	10/18/21	Received complaint from Ira, Billie Jeanette Medley residing at 512 A st. about a shed located in the front setback of address 510 A st. Spoke with homeowner, Carol Anne Clermont of 510 A st. informed Mrs. Clermont of the violation. Mrs. Clermont was told by shed installers that everything was code, and is researching her right to apply for a variance.

Violation Id: V2200005 Prop Loc: 12 WILLOW DR
Viol Date: 10/19/21 Status: Completed Status Date: 11/15/21
Comp Name: ISOBEL FERNANDEZ Comp Phone: (720)341-5725 Comp Email:

Ordinance Id Description

6.07.06 Sec. 6.07.06. - Care of premises.

Description: Received written complaint from Isobel Fernandez at 5 Willow Dr. about the care of premises at 12 Willow Dr.

Created	Modified	Note
11/15/21	11/15/21	Spoke with owner (Zara Younossi). Plans to remodel after purchase of the house has slowed due to health concerns. property has been mowed and cleaned up. Mrs. Younossi contact information: 1(415) 583-4265
10/19/21	11/03/21	Complaint was received on 10/14/2021 Building Inspector investigated a claim that the pool had open access and the safety of the public required immediate attention. Inspector found the pool was secured by a screen porch. Inspector Brown left his business card. Mr. Timmons investigated the property on 10/19/2021 and left a notice on the door to contact code enforcement.

Violation Id: V2200006	Prop Loc: 8 BEACH ST	Status Date: 03/17/22	Comp Name:
Viol Date: 11/09/21	Status: Completed		
Comp Phone:	Comp Email:		

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.
6.01.03	Building Setback Requirements

Description: Construction without a permit.
Section 105 - Permits
[A] 105.1 Required

Created	Modified	Note
03/17/22	03/17/22	Invoice has been paid
02/23/22	02/24/22	Code Enforcement Board Meeting held 2-23-2022. The Code Board made a motion to fine the owner \$310 for the cost incurred by the city to convene the board, including the staff time. An invoice was sent to Donah Parent via email, and certified mail on 2/24/2022. APPid: #5085 See attachments.
02/14/22	02/14/22	Notice to appear has been sent through certified letter, e-mail, and hand delivered 2/8/2022
01/06/22	01/06/22	Sent certified letter. (see attachments)
11/12/21	11/12/21	Owner is in communication with Zoning for filing a variance
11/09/21	02/24/22	From the street Mr. Timmons witnessed construction at 8 Beach St. (see attachments) No one was home so a Notice was left on the front door.

Violation Id: V2200007	Prop Loc: 2580 A1A S	Status Date: 12/08/21	Comp Name:
Viol Date: 11/12/21	Status: Completed		
Comp Phone:	Comp Email:		

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Construction of retaining wall without a permit. Issued STOP WORK order 11/12/2021

Created	Modified	Note
12/08/21	12/08/21	Permit has been issued and picked up.
11/12/21	11/12/21	Stop work order has been posted on site due to the construction of a retaining wall without a permit. (see attached)

Violation Id: V2200008 Prop Loc: 5 COQUINA BLVD
Viol Date: 11/19/21 Status: Completed Status Date: 11/19/21 Comp Name: GINO MARIUTTO
Comp Phone: (305)951-0194 Comp Email: GINOMARIUTTO@GMAIL.COM

Ordinance Id	Description
6.03.09	Parking of commercial vehicles, trailers, and heavy vehicles.

Description: Case #: 49
Complaint of commercial vehicles parked outside singlefamily residence

Created	Modified	Note
11/19/21	11/19/21	Code Officer Timmons inspected the residence at 5 Coquina and found the vehicles appeared to be Class 1 vehicles, 6,000lbs or less.

Violation Id: V2200009 Prop Loc: 890 A1A BEACH BLVD UNIT 49
Viol Date: 12/01/21 Status: Completed Status Date: 12/10/21 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Work without permits. Stop Work Order posted.

Created	Modified	Note
12/10/21	12/10/21	Permit has been issued and fees have been paid. closing out case.
12/01/21	12/01/21	Building Official Brian Law and Code Enforcement Officer Gil Timmons conducted a mechanical inspection at 890 A1A Beach Blvd Unit 49. Upon inspection it was apparent work was being done. A trailer was parked in the driveway containing toilets, vanity, drywall, and cabinetry. When entering the unit work was actively being done on the first floor bathroom. Upon returning to the Building Department, Mr. Law spoke with the owner of the Condo and informed her of the steps needed to remove the stop work order and correct the violation.

Violation Id: V2200010 Prop Loc: 414 D ST
Viol Date: 12/08/21 Status: Completed Status Date: 04/07/22 Comp Name: Brian Law
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Work done without permits

Created	Modified	Note
04/07/22	04/07/22	Appropriate permits have been pulled

12/08/21 12/08/21 During an AC change out inspection (P2200244) Building Official Law, noticed completed work without having applied for any permits. Mr. Laws notes: "Minimum clearance not met, no permits for renovation. building, electric and mechanical required, no Sheetrock on renovated ac closet, no pan under ac unit, Stop work order issued". Contractor has been contacted and will be pulling permits.

Violation Id: V2200011 Prop Loc: 3848 A1A S
Viol Date: 12/14/21 Status: Completed Status Date: 02/08/22 Comp Name:
Comp Phone: Comp Email:

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

Description: Failure to construct a fencing around the two dumpsters located on the property. As required in Sec. 10-3(b)

Created	Modified	Note
02/08/22	02/08/22	Dumpster enclosure has been constructed. (closed)
01/06/22	01/06/22	Sent certified letter (see attachment)
01/05/22	01/05/22	Mr. Edmonds has stated that a contract with Matanzas Fence Company has been made to start construction of the dumpster enclosure on 1/10/2022.
12/14/21	12/14/21	J.D. Hinson obtained a permit (P2100132) for the driveway and fence placement for the dumpsters on 02/10/2021. As of 12/14/2021 no construction has taken place to contain the dumpsters. J.D. Hinson has been contacted but claims that the fencing in question was not a part of his contract with the owner (Mr. Edmonds).

Violation Id: V2200012 Prop Loc: 8 OAK RD
Viol Date: 12/29/21 Status: Completed Status Date: 01/24/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Work without permits
Permits required:
-Plumbing
-Window/Door
-Possible Interior Remodel

Created	Modified	Note
12/29/21	01/24/22	A dumpster was reported at 8 Oak Rd. without permits attached to the property. Code Enforcement (Mr. Timmons) arrived to 8 Oak Rd. 2:00p.m. 12/29/2021. Mr. Timmons spoke with the two construction personnel doing work at the residence. They stated that the work being done included; replacing windows, plumbing work in the bathroom, and like for like vanity replacement. The crew works for Blackstar Group LLC. Mr. Dickens (owner of Blackstar Group) has been contacted and informed that a Stop work order has been placed until permits have been pulled. --Permit was issued 1-12-2022

Violation Id: V2200013 Prop Loc: 421 NIGHT HAWK LN
Viol Date: 12/30/21 Status: Completed Status Date: 12/30/21
Comp Name: Margaret England Comp Phone: (904)461-3454
Comp Email: commengland@cityofsab.org

Ordinance Id Description

Description: Request to investigate a large mound of dirt at 421 Night Hawk Ln.

Created	Modified	Note
12/30/21	12/30/21	Referencing the topographical map of the property (421 Night Hawk Ln.) with the pictures taken at the site, everything looks to be as it should. Mr. Timmons spoke with Public works Engineer Sydney Shaffer to confirm that there are no abnormalities. (see attached e-mail)

violation Id: V2200014 Prop Loc: 850 A1A BEACH BLVD UNIT 36
Viol Date: 01/19/22 Status: Completed Status Date: 02/08/22
Comp Name: Glenn Brown (Building Inspector) Comp Phone:
Comp Email: Gbrown@cityofsab.org

Ordinance Id Description

FBC 105.1 PERMITS 105.1 Required.

Description: Upon routine inspection Building Inspector Glenn Brown noticed windows that had been installed incorrectly at 850 A1A Beach Blvd Unit 36

Created	Modified	Note
02/08/22	02/08/22	Permit has been paid for and issued (closed)
01/19/22	01/19/22	Building Inspector (Gleen Brown) had informed Code Enforcement that windows had been installed improperly at 850 A1A Beach Blvd Unit 36. Mr. Timmons went out to the address and found the windows that had been installed without permits. Code Enforcement hung a notice of violation on the front door handle. (pictures in attachments)

Violation Id: V2200015 Prop Loc: 42 JOBIL DR
Viol Date: 02/25/22 Status: Completed Status Date: 04/11/22 Comp Name: GLENN BROWN
Comp Phone: Comp Email: GBROWN@CITYOFSAB.ORG

Ordinance Id Description

FBC 105.1 PERMITS 105.1 Required.

Description: Second story deck being rebuilt without a permit

Created	Modified	Note
04/11/22	04/11/22	Permit has been issued
02/25/22	02/25/22	Building Inspector Glenn Brown, noticed work being done while doing inspections on permits in the surrounding area. Code Enforcement posted a Stop Work Order on the deck until plans and engineering are submitted along with a permit. (Contractor Id: ALLAN005)

Violation Id: V2200016 Prop Loc: 56 WILLOW DR
Viol Date: 03/01/22 Status: Completed Status Date: 03/03/22 Comp Name: Public Works
Comp Phone: Comp Email:

Ordinance Id	Description
SEC.5.00.00	Removal of Trees

Description: Public Works reported a tree had been cut down at this adress.

Created	Modified	Note
03/03/22	03/03/22	Arborist letter has been sent for the trees removed (see attached)
03/01/22	03/01/22	Code Enforcement recieved a call about fresh tree debris and a fresh cut stump in the front yard of 56 Willow Dr. Mr. Timmons went out and found that the report is valid (see attachments). Notice of violation has been posted on the front door.

Violation Id: V2200017 Prop Loc: 114 14TH ST
Viol Date: 03/03/22 Status: Completed Status Date: 03/17/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Received report that siding was being repaired without a permit.

Created	Modified	Note
03/17/22	03/17/22	Permit has been issued
03/03/22	03/03/22	3/3/2022 Code Enforcement went back out to find the project has been completed. Stop work Order has been posted. No one home
03/03/22	03/03/22	3/2/2022 Code Enforcement spoke with the owner (Armbruster Lance william) about doing siding work without a permit. Homeowner stated that he was unaware of the work needed a permit. Homeowner said he will rectify asap

Violation Id: V2200018 Prop Loc: 3848 A1A S
Viol Date: 03/04/22 Status: Completed Status Date: 03/15/22 Comp Name: Meg O'Connell
Comp Phone: (704)840-6174 Comp Email: meg@globaldisabilityinclusion.com

Ordinance Id	Description
6.03.10	Parking of semi-trailers, storage containers and storage units

Description: Storage of a large container Southeast of building.

Created	Modified	Note
03/15/22	03/15/22	Storage container has been removed
03/04/22	03/04/22	Code Enforcement has sent a certified letter to 3848 A1A S, regarding the parking of a storage container southeast of the main building

Violation Id: V2200019 Prop Loc: 15 2ND ST
Viol Date: 03/08/22 Status: Open Comp Name: GLENN BROWN Comp Phone:
Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Work without permits

Created	Modified	Note
03/09/22	03/09/22	Owner collected appropriate paperwork to file for permits, including Owner Builder documents. Mr. Timmons called the St. Johns Utility Dept to confirm if 15 2nd St. is currently on septic or sewer. Utility Dept. stated that 15 2nd St. only receives a water bill, so the residence must be on septic.
03/08/22	03/08/22	Building Inspector Glenn Brown reported a commercial dumpster in front of 15 2nd St. Code Enforcement Officer Gil Timmons, responded by investigating the work being done. Mr. Timmons found substantial remodel work being done along with plumbing and electrical work being done without permits. Mr. Timmons spoke with the head contractor "Dean" of "Cajun Contractors". Cajun Contractors does not appear to be in any Florida database, including the City of St. Augustine Beach's list of registered contractors. Mr. Timmons posted a Stop Work Order until permits are pulled and the contractor has registered with the appropriate governances.

Violation Id: V2200020 Prop Loc: 860 A1A BEACH BLVD
Viol Date: 04/06/22 Status: Completed Status Date: 04/06/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Mechanical work being done without permits

Created	Modified	Note
04/06/22	04/06/22	Upon inspection of north east deck stop work order, Code Enforcement found mechanical work being done without permit. W.W.GAY shortly after pulled the appropriate permits and paid the fees accordingly.

Violation Id: V2200021 Prop Loc: 14 C ST
Viol Date: 04/11/22 Status: Open Comp Name: Glenn Brown Comp Phone:
Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Second story deck construction without permits.

Created	Modified	Note
04/11/22	04/11/22	Mr. Brown noticed construction on a cantilevered second story deck without permits. Mr. Timmons posted a "Stop work Order" until permits have been pulled.

Violation Id: V2200022 Prop Loc: 43 ATLANTIC OAKS CIR
Viol Date: 04/21/22 Status: Completed Status Date: 05/24/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: window replacement, change to kitchen floor plan. No permits

Created	Modified	Note
05/24/22	05/24/22	Permit has been issued
04/21/22	04/21/22	Placed Stop Work Order 4/20/2022. Owner came into the office and received appropriate paperwork. (Building, plumbing, possible electric)

Violation Id: V2200023 Prop Loc:
Viol Date: 04/26/22 Status: Open Comp Name: Comp Phone:
Comp Email:

Ordinance Id	Description
FBC 105.1	PERMITS 105.1 Required.

Description: Report of construction without permits. Upon arrival, work being done was installation of pavers.

Work included renewing the stairs in front of 609 Bowers. Permit is needed for the stair work.

Created	Modified	Note
04/26/22	04/26/22	Resident called Code Enforcement about work being done without a permit at 609 Bowers Ln. The work being done is taking place on the Home Owners Associations property involving the stairs leading to 609 Bowers. Code Enforcement spoke with the owner of 609 Bowers. Ron LaDucer is the current homeowner. rsladucer@gmail.com

Violation Id: V2200024 Prop Loc: 31 VERSAGGI DR
Viol Date: 05/04/22 Status: Completed Status Date: 05/11/22
Comp Name: THERESE MARSHELL Comp Phone: (703)944-9249 Comp Email:

Ordinance Id	Description
6.07.06	Sec. 6.07.06. - Care of premises.

Description: Multiple Complaints stating the condition of the lot under construction is in degradation.

- Pool not fenced
- Port-a-potty unserviced
- Dumpster and trash overflowing

Created	Modified	Note
05/11/22	05/11/22	Dumpster and Port-a-potty has been emptied
05/04/22	05/04/22	Spoke with Mr. Josh Hogan, the General Contractor of the property. He agreed to fix the issues

with the lot as soon as possible.

Violation Id: V2200025 Prop Loc: 702 16TH ST
Viol Date: 05/06/22 Status: Completed Status Date: 06/10/22 Comp Name:
Comp Phone: Comp Email:

Ordinance Id	Description
IRRIGATION	Article V. -Water Conservation Ordinance for Landscape Irrigation

Description: Irrigation is flooding sidewalks and street

Created	Modified	Note
06/10/22	06/10/22	Owner has rectified issue.
05/11/22	05/11/22	Spoke with owner about the methods of compliance. Will check back to ensure action has been taken
05/06/22	05/06/22	Left a door notice to contact Code Enforcement to bring properties irrigation into compliance

Violation Id: V2200026 Prop Loc: 494 ACACIA ST
Viol Date: 06/10/22 Status: Open Comp Name: Teri Ard Comp Phone:
Comp Email: ma_foi04@yahoo.com

Ordinance Id	Description
6.07.06	Sec. 6.07.06. - Care of premises.

Description: Unregistered Vehicle, and trash located in front yard.

Created	Modified	Note
06/10/22	06/10/22	Found the vehicle registration to be expired. notified Ms. Ard that she needs to follow up with the local PD



MINUTES

PLANNING AND ZONING BOARD REGULAR MONTHLY MEETING

TUESDAY, MAY 17, 2022, 6:00 P.M.

CITY OF ST. AUGUSTINE BEACH, 2200 A1A SOUTH, ST. AUGUSTINE BEACH, FL 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 Chris Pranis, Scott Babbitt, Conner Dowling, Hester Longstreet, Junior Alternate Gary Smith.

BOARD MEMBERS ABSENT: Larry Einheuser, Victor Sarris, Senior Alternate Hulsey Bray.

STAFF PRESENT: Building Official Brian Law, City Attorney Jacob McCrea (via ZOOM), Planner Jennifer Thompson, Public Works Director Bill Tredik, Recording Secretary Bonnie Miller.

IV. **APPROVAL OF MINUTES OF REGULAR PLANNING AND ZONING BOARD MEETING OF APRIL 19, 2022**

Motion: to approve the minutes of the April 19, 2022, meeting. **Moved** by Hester Longstreet, **seconded** by Chris Pranis, **passed 6-0** by unanimous voice-vote.

V. **PUBLIC COMMENT**

There was no public comment pertaining to anything not on the agenda.

VI. **NEW BUSINESS**

- A. Request for approval to remove a 47-inch diameter-at-breast-height (DBH) oak tree for proposed new construction of a single-family residence in a low-density residential land use district on Lot 115, Anastasia Dunes Unit 3, at 386 Ocean Forest Drive, James N. Robshaw, Robshaw Custom Homes Inc., Agent for Scott and Cynthia Dean, Applicants

Jennifer Thompson: This first agenda item is a request to remove a 47-inch DBH oak tree for proposed new construction of a single-family residence at 386 Ocean Forest Drive.

The application includes a photograph of this tree, showing it has quite a large lean to it and that it is also quite close to the side of the new home, as shown on the submitted site plan, which has been approved by the Anastasia Dunes Architectural Review Board (ARB).

Hester Longstreet: As much as I love trees, I did not see a way that this tree could be saved with it being so close to the proposed new house.

Gary Smith: I am with Hester, as the tree is leaning, and I just do not see how it could be saved without unduly hindering the proposed new house construction.

Conner Dowling: It appears from the submitted photo that the tree is leaning toward the proposed new house, but still, it is just hard to see these big old oak trees go. This tree will not come back this large in our lifetime, so to me, it is worth asking how much it is leaning in the direction of the house and if there is any way to work around it.

Kevin Kincaid: The description of the tree in the application says the largest part of the tree branches would be leaning into the new home.

James Robshaw, 4 Contera Drive, St. Augustine, Florida, 32080, agent for applicants: I am the building contractor for this new home, and I would like to submit a site plan rendering [EXHIBIT A] showing that the main canopy of the 47-inch DBH oak leans all the way over the northeast side of the proposed new home. This site plan also shows a 25-inch DBH oak tree which will be preserved in the front, as we've pushed the house back so that it has a 36-foot setback off the front property line to save this 25-inch DBH oak.

Hester Longstreet: Thank you for working with the site to keep as many trees as possible.

Conner Dowling: Yes, thank you, this site plan rendering helps a lot, as it shows the direction in which the 47-inch DBH oak is leaning.

Motion: to approve the removal of the 47-inch DBH oak tree for proposed new construction of a single-family residence in a low density residential land use district on Lot 115, Anastasia Dunes Unit 3, at 386 Ocean Forest Drive. **Moved** by Hester Longstreet, **seconded** by Scott Babbitt, **passed 6-0** by unanimous voice-vote.

B. Review of draft Ordinance No. 22-____, pertaining to proposed changes to the definition of erosion-resistant material from the City of St. Augustine Beach Land Development Regulations (LDRs), Article II, Section 2.00.00, as well as proposed changes to the LDRs, Article VI, Section 6.03.07, regarding the surfacing of parking areas (Presenter: Bill Tredik, Public Works Director)

Bill Tredik: I am here to talk about the recommended changes to the LDRs relating to erosion-resistant surfaces. The City operates a separate municipal storm sewer system, also known as a M5-4, under the National Pollutant Discharge Elimination System (NPDES), which is managed through the Department of Environmental Protection (DEP). The DEP enforces the City's permit, and occasionally audits the City to make sure

everything is compliant. The NPDES permit requires six minimum control measures: public education and outreach, participation and involvement from the public, illicit discharge detection and elimination, construction site run-off control, post-construction site run-off control, and pollution prevention and good housekeeping. The LDRs address many of these things, especially construction site run-off control and illicit discharge, which is really anything that is not composed entirely of stormwater flowing into the stormwater system. This could include septic tank seepage, car wash wastewater, pet waste, motor oil and other automotive fluids, laundry, household, and yard chemicals, grass clippings and yard waste, and eroded soils, especially if this is caused by a human-generated change to the landscape. Much of the erosion seen around the City, especially around A1A Beach Boulevard, is composed of eroded sand and shell that has washed off some of the unpaved parking lots and unpaved surfaces. That is really the primary source, and in fact, the City has recently entered into a contract with the City of St. Augustine to sweep A1A Beach Boulevard. In the first month, ten cubic yards of materials were removed and an average of three cubic yards per month since then, so there is a lot of stuff washing into the street, and it is a problem. The LDRs currently specify things like compacted coquina shell and limestone as erosion-resistant materials, when in fact, they are really not erosion-resistant. They tend to erode, as evidenced by all the sand and shell being removed from A1A Beach Boulevard. One of the problems with limestone is that it is softer than igneous rock, so it tends to pulverize under vehicle wheel loads and those sediments probably do not even actually end up in the street, but go right into the storm sewers, as they are basically very suspended solids. I am recommending the modifications to the LDRs pertaining to what is currently classified as erosion-resistant material, to try to help the City meet the NPDES illicit discharge requirement. There is a need in places to have gravel, and there are benefits to gravel, which is permeable and reduces water runoff, but it is important that what is used is clean stone, such as granite or another igneous stone that does not pulverize easily. I am also recommending Section 6.03.07 of the LDRs be modified, as this section has obsolete language in it relating to the past widening of County Road A1A Beach Boulevard that is not really germane to the future or current situation of where the City is going from here. Structures which are currently non-compliant will be required to develop an erosion control plan within six months. This does not mean property owners have to pave or put in concrete or another surface, it just means there cannot be erosion from the site going into the rights-of-way. I am also recommending changes to the thresholds that trigger bringing nonconforming structures into compliance to require such structures to be brought into compliance when improvements exceed 10% of the assessed property value. For improvements that do not exceed this percentage, the recommended changes to Section 6.03.07.B, which require an erosion control plan, will take effect, and property owners would not necessarily be required to pave parking lots or driveway areas.

Kevin Kincaid: I read that differently, as I read there were two different thresholds, one for businesses or occupancies addressed on A1A Beach Boulevard, and one for those not addressed on A1A Beach Boulevard, with one given the 10% improvement threshold, and the other given six months to comply. Did I read that wrong?

Bill Tredik: In writing this, my purpose was to not trigger everybody on the Boulevard to

have to immediately go out and redo their sites. As long as they control their erosion and prevent any erosion from washing into the street, they would not necessarily have to repave their driveways or parking lots. But if they do a building addition or improvement that exceeds more than 10% of the property value, they will have to bring the site up to current Code, which means the site would have to have an erosion-resistant material as defined in the changes to the Code. These materials include concrete, asphalt, interlocking pavers and permeable pavers, or crushed, clean stone.

Kevin Kincaid: I understand that, and it is great if everyone is treated the same, but the way I read it was that existing structures which are not utilizing erosion control materials shall, within six months, enact erosion control measures or an erosion control plan.

Bill Tredik: Yes, that is what I had in mind. For example, if a property is discharging sand from its parking lot or driveway, it might need to build an apron to capture the sand and direct that run-off away from the street, so it is captured somewhere else on the site. It does not mean the property owner would have to pave the parking area or driveway.

Kevin Kincaid: Right, but measures of some sort have to be enacted within six months, to move toward the eventual goal of having no erosion run-off going into the street.

Bill Tredik: That is correct. In our inspections of the rights-of-way, if we see sand washing into the street, we will contact property owners and inform them that they are not taking appropriate erosion control measures, and we would then require them to do so.

Kevin Kincaid: Paragraph C of Section 6.03.07 says properties that abut A1A Beach Boulevard and are not surfaced with erosion-resistant materials may remain in use as nonconforming structures without doing anything, as it looks like they just get grandfathered until they want to do something that kicks the 10% trigger for improvements. So, some people will have to put an erosion control plan into effect within six months, and others are just grandfathered until they want to make improvements that exceed 10% of their property values. That's what it looks like to me, that there are two different categories here, but if everybody's in the same category, and within six months, everybody has to start doing some sort of erosion control measures and have an erosion control plan and everyone has to bring their property up to Code if they make improvements exceeding 10% of their property values, I don't have a problem with this.

Bill Tredik: The way the changes are written, properties abutting the Boulevard do not have to be resurfaced with erosion-resistant materials within six months of the adoption of the changes to the Code but can remain in use as nonconforming structures until improvements estimated to cost 10% or more of the property value are done. So, if we want to include properties abutting the Boulevard in the same category as properties not abutting the Boulevard, a change will need to be made to the proposed draft ordinance.

Kevin Kincaid: I am not sure about treating businesses under two different criteria, with some that never have to do anything unless improvements exceeding 10% are done, and others that are required to have erosion-resistant measures and a plan within six months.

Bill Tredik: I see what you are saying, and when I wrote this, I was trying to capture more than just properties along the Boulevard. To a lesser degree, I wanted to capture residential properties not along the Boulevard as well. One problem we have seen in recent times with all the construction going on is that more and more people want to use gravel for parking areas, and they want to use the cheapest material out there, which is crushed limestone, which when compacted by wheel loads, grinds up, pulverizes, and erodes into the right-of-way. I would not have a problem with removing the references to properties abutting and not abutting the Boulevard, so everybody will be playing by the same rules, regardless of where their properties are located.

Brian Law: I think the changes should be made across the board, as once you start delineating different changes for different properties, you open the City up to possible lawsuits for unfair treatment and different provisions for selective properties.

Jacob McCrea: Sorry to interrupt, and I apologize for having to appear remotely (via ZOOM) this evening, but yes, I would agree with Brian. This could be a very simple fix, to revise the proposed changes to apply across the board to all properties within the City.

Conner Dowling: I would not want anything in place that would create a stick versus a carrot when you are asking people to use impermeable surfaces, whether for residential or commercial properties, because ultimately, what that does for the City's stormwater and flooding is massive, and the more permeable surface the City has, the better. I totally understand the right permeable surface makes a big difference as far as stormwater runoff, but I would not want a lot of people saying that the City is mandating this kind of gravel, which is a pain in the butt to get, so they are going to pour a concrete driveway instead. I read the recommendations, and I understand, but I wonder if there has to be a blanket prohibition of certain types of gravel or limestone, so that if a site is not in a situation of having erosion flowing into the right-of-way, other materials could be used.

Kevin Kincaid: Isn't there something in the recommended changes that says certain materials may be used as approved by the Public Works Department?

Bill Tredik: Yes, it does say in Section 6.03.07 that permanent sedimentation and erosion control measures, as approved by the Public Works Department, shall be implemented to prevent eroded soils or suspended solids from leaving the site. This was intended to focus on the surfacing of parking areas, which are subject to wheel loads, so as an engineer, my recommendation is that limestone should not be used for driving surfaces, as it does not hold up well under wheel loads. I really do not have an objection to limestone being used in other areas, for example, if someone wants to put limestone bedding or something like that on their property in a non-vehicular area, it will probably hold up just fine, and not cause any issues. We really only have a problem with limestone when it pulverizes.

Motion: to recommend the City Commission approve Ordinance No. 22-____, pertaining to proposed changes to the definition of erosion-resistant material from the City's LDRs, Article II, Section 2.00.00, as well as proposed changes to the LDRs, Article VI, Section 6.03.07, regarding the surfacing of parking areas, subject to the condition that changes

be made to Section 6.03.07 of the draft ordinance to remove the references to properties abutting, and not abutting, County Road A1A Beach Boulevard, with the intent that every property is treated equally across the board. **Moved** by Kevin Kincaid, **seconded** by Gary Smith, **passed 6-0** by unanimous voice vote.

Jacob McCrea: As the ordinance has been recommended for approval with modification, I will read aloud the title and whereas sections of the ordinance. "Ordinance No. 22-__ (ordinance number undefined), an ordinance of the City of St. Augustine Beach amending the surfacing of parking lots section by updating and amending language. Whereas, Section 6.03.07, City of St. Augustine Beach Code, maintains certain requirements for the surfacing of parking lots; and whereas, Section 6.03.07, City of St. Augustine Beach Code, requires businesses to be in conformity with surfacing of parking lots; and whereas, the City of St. Augustine Beach has defined items to be used in the section; and whereas, the City Commission finds that it is in the best interests of the citizens of St. Augustine Beach, Florida, to amend Section 6.03.07 to require surfacing of parking areas with "erosion-resistant material"; and whereas, the amendment to this section will be supplemental to the paving requirements of Section 6.03.01 and other sections of the Code."

C. Review of draft Ordinance No. 22-____, pertaining to proposed changes to the City's LDRs, Article III, Section 3.02.03.A.1, changing wording regarding bees and insects (Presenter: Jennifer Thompson, Planner)

Jennifer Thompson: There is a hand-out [EXHIBIT B] provided to us by the Sustainability and Environmental Planning Advisory Committee (SEPAC), showing a photograph of the bee boxes. At the Board's meeting last month, SEPAC member Sandra Krempasky proposed a change to Section 3.02.03.A.1, Prohibited Uses, of the LDRs, to prohibit the keeping, breeding, or raising of bees used for the production of honey, and to also prohibit invasive insects. Last month, the Board advised staff to write up the proposed change, which the City Attorney has done in the draft ordinance before the Board.

Kevin Kincaid: Do we need to do the reading first, or the motion first, or follow the same order as we did for the last agenda item?

Jacob McCrea: Correct, the Board would need to make the motion first. I will read aloud the title and whereas clauses in the ordinance after the Board makes a motion.

Kevin Kincaid: Before we make a motion, I missed last month's meeting, so I apologize, but is there a reason for just singling out and prohibiting honeybees?

Jennifer Thompson: This Code was written long before me or Brian began working for the City, but the way it reads, the keeping, breeding, or raising of bees is completely prohibited. So, when I saw in the minutes of the SEPAC meeting that bee boxes were being proposed along Mickler Boulevard, I understood that the Code would need to be changed if SEPAC wanted to have bee boxes. I am not sure if there was a specific reason for prohibiting honeybees, or if the original intent of the Code was to not have a bunch of bee boxes and the agricultural use of bees for the production of honey in residential areas.

Chris Pranis: My opinion as to why the Code prohibits bees is twofold. First, it is meant to prohibit the agricultural use of bees for honey production in residential areas, and second, honeybees tend to be more aggressive in their colonies. For these two reasons, this is probably why the Code was written as it is. I do not think it is really for us to determine the aggressiveness of bee colonies unless we have an entomologist come in.

Sandra Krempasky, 7 C Street, Apartment A, St. Augustine Beach, Florida, 32080: If you are producing honey, you are beekeeping, and you have beekeeping equipment. You do not keep native bees, so we were just trying to amend the Code to prohibit non-native honeybees, such as the European honeybee, the Western honeybee, and a couple of others, as these are the only kinds of bees we do not want residents raising or providing shelter for on the premises of their homes or along the Boulevard. The pollinator boxes are just to provide a habitat for native bees, which typically do not swarm or sting. Some of them are the size of flies, so even if they did sting, it would be akin to a mosquito bite.

Brian Law: From a purely operational standpoint, the passing of an ordinance for one selective reason is not the best thing, in my opinion. As I understand, SEPAC is working very hard to beautify Mickler Boulevard with bee boxes and vegetation, so my recommendation is that this go to the City Commission, as I would imagine SEPAC needs the Commission's approval to utilize the City's resources for these improvements anyway.

Sandra Krempasky: SEPAC has applied for a grant for funding for this project, so yes, if we get the grant funding, we will go present and share out plans with the Commission.

Brian Law: My concern is that the City would be passing an ordinance that could affect the way we operate solely for this cute pollinator box. I get it, and totally understand and support the bees, but this ordinance would make a policy for one specific reason that will essentially leave code enforcement unable to enforce the policy of prohibiting non-native bees from using the pollinator boxes. Prohibiting the keeping, breeding, and raising of all bees is an easy policy to enforce, but identifying different types of bees, to determine if a certain type of bee is prohibited or not, is not so easy to enforce.

Kevin Kincaid: My solution is completely opposite, as I would like the Board to support SEPAC with the beautification project and the pollinator boxes, so I would just prohibit the use of bees for the production of honey. If bees are good, let's stop regulating them.

Sandra Krempasky: But honeybees are not good, and producing honey is an agricultural use of an insect. My understanding from talking to people is that there are beekeepers in the City, but as long as your neighbor does not care if you have bees next door, you will probably be just fine. But if somebody is unhappy with someone having bees, or their child or pet gets stung by a swarm, then they would go to code enforcement to report honeybees being kept and raised, and code enforcement would investigate this. Code enforcement would then have to identify the bees as honeybees.

Kevin Kincaid: I am not sure that I understand your statement that honeybees are not good. Are they bad for the environment, or what?

Hester Longstreet: I think it is just an agricultural thing, as this is a City, it is not like being in the County, and most of the homes here are on 50-foot-by-93-foot lots, which are not conducive to having large bee boxes with thousands of honeybees in them. I think the particular bee boxes SEPAC is proposing are perfect for the native bees, and they will be out of the way and not bothering anything, but just kind of helping mother nature out.

Kevin Kincaid: Right, but then we are back to Brian's concern, where we are changing the Code solely to allow these bee boxes to be put up along Mickler Boulevard.

Sandra Krempasky: Providing a habitat or shelter for a native bee is not raising or keeping bees. Actually, beekeepers wear cones and suits, as it is obvious that raising honeybees is dangerous. It is the danger of bees that produce honey in a collection that the Code wants to prohibit. Most native bees are singular and solitary, and there are probably only one to two native bees that would live in each of the proposed bee shelters.

Kevin Kincaid: But native bees are already here, and they are living somewhere here, so the pollinator boxes would just be giving them a house, but to allow this, the City has to provide a Code change in order to provide these houses for bees that already live here.

Sandra Krempasky: It was not my idea to request this change. The City's Planning Department is interpreting putting up pollinator boxes as raising and/or keeping bees. I disagree with that, but I was instructed to request a change to the current Code which prohibits the raising or keeping of bees in order for SEPAC to pursue putting them up.

Gary Smith: About how many bee boxes are we looking at along Mickler Boulevard?

Sandra Krempasky: There probably will not be very many, at least in the first area of Mickler Boulevard where we are intending to put wildflowers in. These pollinator boxes also attract birds and butterflies, they are not strictly just for bees, and they are actually called pollinator boxes, not bee boxes. However, the Planning Department is interpreting them as pollinator boxes for a purpose akin to raising and/or keeping bees.

Brian Law: Actually, for the record, that is what was proposed, and it was in the minutes of SEPAC meetings that we discovered this. We have no objection to having hummingbird boxes, but this is a bigger issue than just what is being proposed for the beautification of Mickler Boulevard. This decision will transcend the way we operate in the event somebody does keep or raise bees. I understand what you are doing, and I support it, but City staff has no choice but to enforce the Code the way it is written, so when the minutes reflect that there are going to be bee houses, staff was right to question this. If the Planning and Zoning Board wants to make this Code change, staff will support whatever decision the Board makes, and recommend and push it forward to the City Commission.

Hester Longstreet: Can we just call them pollinator boxes or houses, not bee boxes, and not delineate whether hummingbirds or bees will be living in them? Obviously, the people who make these boxes do not care, as they are labeled "pollinator boxes."

Sandra Krempasky: If we put up pollinator boxes on Mickler Boulevard, is the Planning Department going to interpret this as raising bees, if bees happen to take shelter in them?

Kevin Kincaid: I would think no more than if you built a shed behind your house, and bees built a nest in the shed. Would you then be beekeeping? I do not think so, so if pollinator boxes are put up along Mickler Boulevard, and bees inhabit them, unless we are going to be there evicting and enforcing the residency rules, I do not see where this would be interpreted as raising or keeping bees. I am a little hesitant to go forward with this Code change, because it will end up changing our entire world for something unenforceable.

Brian Law: My recommendation, and this is purely mine, is that the Code stands as written to protect all of the citizens. When SEPAC presents its development plan to the Commission for the use of the resources, they will have the location and placement of the pollinator boxes clearly indicated. If the Code changes, the City will end up in code enforcement cases because staff will be asked to delineate between different types of bees. Keep in mind, code enforcement does not give City staff access to private property. When there is a code enforcement case, staff has to operate from public rights-of-way, or from private property if the property owner so agrees to let staff on his or her property. If pollinator boxes are going to be put up as part of the Mickler Boulevard beautification project, my recommendation is that the complete development plan with the section of Mickler Boulevard planned for beautification be presented to the Commission, and if the Commission approves it, it will be done, without modifying the Code.

Chris Pranis: Who determined that this is for beekeeping and raising bees? It is not, so this should be a non-issue.

Brian Law: Ms. Krempasky presented this to the Board last month and brought a pollinator box that looks like the one shown on the handout she passed out tonight. If you want to play the devil's advocate, on the label at the bottom of the pollinator box, it says, "Learn more about gentle helper bees." Staff looked at the minutes of a SEPAC meeting held a few months ago that very specifically referred to the boxes as "bee boxes." Whether that was a typo or not, I do not know, because the box on the handout passed out by Ms. Krempasky tonight very clearly labels it as a "pollinator house."

Sandra Krempasky: At that SEPAC meeting, I just felt we should have been able to tell the Planning Department that the proposed pollinator boxes are not against the Code. I have now wasted three meetings on this, for something I feel is just a misinterpretation of what we are trying to achieve by putting up a box that could shelter a native bee.

Kevin Kincaid: And everybody supports it. I do not think that is the issue, it is whether or not we create an ordinance for some tiny specific change to the Code.

Sandra Krempasky: I was just doing as I was instructed by the people who oversee SEPAC. I took direction from the Planning Department as well. I would have to look back at the minutes to see if the boxes were specifically called "bee boxes" or "pollinator boxes."

Hester Longstreet: Let's just call the boxes "pollinator houses," as this is what they are being sold as.

Motion: to accept the pollinator houses and recommend the City Commission approve Ordinance No. 22-____, pertaining to proposed changes to the City's LDRs, Article III, Section 3.02.03.A.1, changing wording regarding bees and insects, as drafted. **Moved by** Hester Longstreet, **seconded by** Gary Smith, **passed 6-0** by unanimous voice-vote.

Brian Law: I believe if the Board is recommending approval of the ordinance, the City Attorney will have to read the ordinance by title.

Jacob McCrea: That is correct. "Ordinance No. 22-__ (ordinance number undefined), an ordinance of the City of St. Augustine Beach amending the prohibited uses section by relaxing restrictions on keeping bees. Whereas, Section 3.02.03, City of St. Augustine Beach Code, restricts certain uses; and whereas, Section 3.02.03.(A)(1), City of St. Augustine Beach Code, restricts the 'keeping, breeding, or raising of bees'; and whereas, the City of St. Augustine Beach has been given a proposal to relax the language as it relates to the keeping of bees; and whereas, this ordinance will not affect any other portion of Section 3.02.03; and whereas, the City Commission finds that it is in the best interests of the citizens of St. Augustine Beach, Florida, to amend Section 3.02.03(A)(1) to only restrict the keeping, breeding, or raising of bees for the production of honey."

D. Review of proposal to amend the City of St. Augustine Beach Comprehensive Plan to include a Property Rights Element as required by Florida State Statute Section 163.3177(6)(i) (Presenter: Jennifer Thompson, Planner)

Jennifer Thompson: Last year, a new Florida State Statute went into effect requiring local governments to adopt a Property Rights Element to their Comprehensive Plans. The four property owner rights that must be considered in local decision making are proposed for the City's Property Rights Element addition to the City's Comprehensive Plan.

Chris Pranis: So, this will put the City in compliance with this new State Statute, basically.

Jennifer Thompson: Correct. Prior to adding anything else or making any other changes to the City's Comprehensive Plan, the City is required to add this element to it.

Kevin Kincaid: And this does not place any additional rights or restrictions on our citizens?

Jennifer Thompson: The four property owner rights that must be considered in local decision making are pretty broad. This is basically just giving a statement in the City's Comprehensive Plan that in all of the City's decisions, people's personal and private property rights will be considered and taken into account.

Chris Pranis: Is this a recommendation to the Commission, or what is it exactly?

Jennifer Thompson: This is for a recommendation to the City Commission. This would

not be the first reading, as requirements for Comprehensive Plan amendments are very specific. The first reading will occur at the next City Commission meeting.

Motion: to recommend the City Commission approve Ordinance No. 22-____, amending the City of St. Augustine Beach Comprehensive Plan by adding a new Property Rights Element as required by Florida State Statute Section 163.3177(6)(i), as written. **Moved** by Kevin Kincaid , **seconded** by Chris Pranis, **passed 6-0**, by unanimous voice-vote.

VII. OLD BUSINESS

There was no old business.

VIII. BOARD COMMENT

Hester Longstreet: I went to the City Commission meeting last month and spoke to the Commission about the City's holiday lights. They all seemed to want to try to do something with this, and they have all received calls and comments from other citizens as well, so now it is back in their hands, again with the help of the Public Works Department, to find something the City would be able to use for its holiday lighting.

Kevin Kincaid: Thank-you for handling this, I know you have been on this for a while now.

Brian Law: As the Board knows, staff delivers the meeting packets to the Board members usually a week before the Board's monthly meetings. We are moving to digital platforms for the Building Department as part of State requirements telling me to do this. Staff had a good idea that we look at iPads or something similar instead of copying and printing reams of paper for the meeting packets every month. The reason I am bringing this up now is because we are now preparing for budget season, so we would have to allocate funds for at least nine iPads or whatever, and I believe this Board would serve as the test platform for doing this for the Commission and other boards. The IT Department has graciously priced i-Pads for this purpose, with prices ranging between \$200-\$300 each.

Chris Pranis: Would it be a challenge with some of the bigger documents, such as landscape layouts, blueprints, etc.?

Brian Law: I would think we would still hard copy any plans, because it would be too hard to look at large documents on an i-Pad.

Kevin Kincaid: Does anyone have any issues with that?

Hester Longstreet: No, if staff will just email the Board members the meeting information in the packets, so they can look at everything ahead of time, let's save the paper.

Brian Law: If I may ask for a slow trigger to this, let's say, next month, staff will email a digital copy of the packets a week ahead of time to the Board members' City email accounts. This will be a good test to see if everyone's email is working, especially if they

have not been accessed in a while. We will still provide hard copies of plans and packets at the meeting. This will allow everyone to see if they are comfortable with reviewing the packets online. It will take us a few months to acquire these devices and for the IT staff to set them up, so it will probably be at least October before we do full implementation.

Chris Pranis: Typically, when are the packets for the Board's meetings put on the City's website?

Jennifer Thompson: The packets are put on the City's website a week before the meeting.

Chris Pranis: Do we need the packets emailed to us, if we can access them from the City's website? That would save some time on staff's end.

Brian Law: Out of an abundance of caution, I would feel more comfortable emailing the packets to the Board, just to remind you all of an upcoming meeting, because the packets would not be dropped off on your doorsteps anymore to remind you of the next meeting.

Motion: to support this change to digital delivery of the monthly packet information as recommended by staff. **Moved** by Gary Smith, **seconded** by Conner Dowling, **passed 6-0** by unanimous voice-vote.

Chris Pranis: Anything new with the brew pub?

Brian Law: Yes, Jack's Brewery opened up about four or five weeks ago. I stopped in there on a walk and had "Brud-Light," which was very good, and I also tried the cider, which was also pretty good.

IX. ADJOURNMENT

The meeting was adjourned at 7:03 p.m.

Kevin Kincaid, Chairperson

Bonnie Miller, 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)

EXHIBIT A

PROPOSED BULKHEAD W/ FENCE

70'-03"

10'-0"

9'-0"

31' OAK BR.

20'-0" SETBACK

PROPOSED GRAPE

9'-0"

POOL

SCREENED POOL

LANAI

PROPOSED FENCE

14'-0"

14'-0" SIDE SETBACK

97'-0"

LOT 115

2 STORY RESIDENCE

8'-0"

47'-0"

14'-0"

SECRET

EXHIBIT
B



From: [Max Royle](#)
To: [Comm Samora](#); [Comm Runcell](#); [Comm George](#); [Comm England](#); [Beth Sawyer](#)
Cc: [Brian Law](#); [Bonnie Miller](#); [Bill Tredik](#)
Subject: FW: Solar-Powered Christmas Decorations
Date: Friday, June 10, 2022 6:13:14 AM

Mayor and Commissioners,

Here's FP&L's latest response to our request to allow solar-powered holiday decorations on its poles. Bill and I will discuss alternatives.

Max

From: DeHaven, Michael <Michael.DeHaven@fpl.com>
Sent: Thursday, June 9, 2022 5:05 PM
To: Max Royle <mroyle@cityofsab.org>
Subject: Re: Solar-Powered Christmas Decorations

CAUTION: This message originated from outside of your organization. Clicking on any link or opening any attachment may be harmful to your computer or the City. If you do not recognize the sender or expect the email, please verify the email address and any attachments before opening. If you have any questions or concerns about the content, please contact IT staff at IT@cityofsab.org.

Yes I sent response couple weeks ago maybe it didn't send.

However FPL has denied this. the new rule say's no illuminated decorations are aloud on FPL owned facilities.

Sent from my iPhone

On Jun 9, 2022, at 4:39 PM, Max Royle <mroyle@cityofsab.org> wrote:

Michael,

I asked you earlier whether FP&L would allow solar-powered decorations on its poles this coming holiday season. Do you have any update for me?

Max



MINUTES

SUSTAINABILITY & ENVIRONMENTAL PLANNING ADVISORY COMMITTEE MEETING

THURSDAY, JUNE 2, 2022, AT 6:00 P.M.

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

I. CALL TO ORDER

Chair Bandy called the meeting to order at 6:02 p.m.

II. PLEDGE OF ALLEGIANCE

The Committee recited the Pledge of Allegiance.

III. ROLL CALL

Present: Chair Lana Bandy and Members Craig Thomson, Sandra Krempasky, and Karen Candler.

Member Nicole Miller was absent.

Also present: City Clerk Dariana Fitzgerald and City Engineer Sydney Shaffer.

City Clerk Fitzgerald reported that Vice Chair C. Michel Cloward has moved outside the City and therefore is no longer a SEPAC member. She advised that the first order of business would be to elect a new Vice Chair.

Motion: To appoint Sandra Krempasky as Vice Chair. **Moved by** Chair Bandy. **Seconded by** Member Thomson. Motion passed unanimously.

IV. APPROVAL OF MINUTES OF APRIL 7, 2022, REGULAR MEETING

Motion: to approve the minutes of April 7, 2022, with changes discussed. **Moved by:** Vice Chair Krempasky. **Seconded by:** Member Candler. Motion passed unanimously.

V. PUBLIC COMMENT

Marc Craddock, 116 2nd Street, St. Augustine Beach, FL, advised that he has been working on a conservation project for over a year regarding lots on 2nd Street that were never developed because the road did not go through and that the Commission has since approved putting the road through with an assessment to recover the cost from the sixteen lot owners. He said that he owns two of those lots along with another lot owner, Ms. Regine de Toledo, and that they both wanted to keep them as green space with a conservation easement on three of the lots. He explained that a conservation easement allows an entity to dictate the use of the property and that he dictated that the lots be retained for conservation, be kept natural, and never developed. He said that a conservation easement must be held with a land trust as a legal agreement to defend the rights of the easement. He collaborated with the Putnam Land Conservancy to hold the easement and donated the three lots to the City, which would be responsible for maintaining

them for conservation purposes. He would like to encourage others to do this, and that there is the benefit of a tax deduction up to fifteen years for the reduced value of the land after the easement. He advised that Ms. de Toledo gifted her lots into the easement with no economic benefit and she is an environmental hero.

Member Candler asked where the property is located. Mr. Craddock advised that the first three lots on the north side of 2nd Street, west of 2nd Avenue, will be in the conservation easement which also connects to one of the parkettes. Member Candler commended him. Mr. Craddock said that it would be nice to have occasional community events to clean up any trash, pull invasive species, etc. He said that he has a vision to have some signage for the area and that SEPAC might be able to help.

Chair Bandy advised that it goes along with a lot of things that SEPAC has been doing to educate the public and that signage is not that expensive. She asked how he would promote it to the community. Mr. Craddock suggested that it is worthy of a news article and that City Manager Royle could probably include it in his summary of City business because it is a conservation/human interest story and that he would like to have Ms. Regine de Toledo's story told as well.

Vice Chair Krempasky asked if it would be finalized on Monday. Mr. Craddock said that on Monday the City Commission will hear three items: to accept the donation, to acknowledge the gift agreement, and to pay a \$1,000 in closing costs. He advised that he is also asking to refund the first year special assessment for the three donated lots and that a representative from the Putnam Land Conservancy along with Ms. de Toledo would be at the meeting.

Vice Chair Krempasky advised that Chair Bandy had been doing SEPAC's press releases for years and could possibly do something. Chair Bandy suggested doing something in the City's Newsletter. Mr. Craddock said that he would be happy to help put something together and that Ms. de Toledo is a graphic designer and has also offered to help.

Member Thomson said that there are some costs associated with the land conservation and a property tax credit. He said that the City has traditionally given the alleys to adjacent landowners and that the residents would be paying additional tax on it. SEPAC has argued that there are natural habitats there and if accepted as a conservation area they would not pay any additional tax. Mr. Craddock said that the vacated alley would not be part of the conservation easement because there would be utility pipes there.

Mr. Craddock said that the City's parkettes could be turned into parking lots someday and that maybe conservation easements could be put on them so that it would never happen. Member Thomson asked what it would cost for D Street because the residents are concerned about parking. Mr. Craddock said that it would depend on whether you are trying to get a tax deduction, because the IRS requires a "qualified" appraisal which costs about six times that of a regular appraisal. He said that the model documents that were used for 2nd Street are already drafted, so the cost could be a few thousand dollars for the land trust attorney to update the document. He advised that an endowment had to be set up to monitor it each year by measuring the trees, etc. which created a base-line documentation of the condition of the property and cost \$17,000 for the 2nd Street property.

Vice Chair Krempasky asked if those trees would become part of the City's tree inventory. Mr. Craddock said that he was not sure, but that there is a full inventory of all the major trees on the property that he would be happy to share it with SEPAC.

Member Thomson said that it would be nice if the parkette next to the property could become part of the conservancy. Mr. Craddock said that the City is taking on the responsibility of maintaining the conservancy land, it would be appropriate to extend it to that parkette so that it is never developed, and he would support it if SEPAC wanted to pursue it.

Chair Bandy advised that she is interested in it and asked how to move forward. Member Thomson suggested to have it as a project for next year. Vice Chair Krempasky advised to wait and see how things go at Monday's Commission meeting.

Jim LeClare, 115 Whispering Oaks Circle, St. Augustine Beach, FL, said that there has been a lot of discussions about parking/green space at City meetings such as the development of Hammock Dunes Park, which he hoped could be protected and suggested that SEPAC attend Monday's meeting to provide environmental discussion. He said that there are a few residents who want the Ocean Hammock boardwalk moved, but he thinks the City did it perfectly and he loves walking through the canopy. He said that the wildlife uses that green corridor between Marsh Creek, Hammock Dunes, and Ocean Hammock Park and he would like to keep it from being over-developed. He would like to see the speed limit reduced on A1A South from Ace Hardware to the traffic light to help wildlife safely cross the road and to talk to our State Representative, Cindy Stevenson. He said that Ocean Hammock Park is going to have additional walking paths, which could mean more problems with trash, etc. He would like to keep as much green space as possible, to stay on top of things, and to have our voices heard. He said that he emailed City Clerk Fitzgerald about saving trees on public property along with an effort to save other trees such as the huge old Oak tree on F Street west of the Boulevard. Vice Chair Krempasky advised that there is a City Code to protect anything over 38-inch Diameter at Breast Height (DBH). Mr. LeClare said he knows there are replanting requirements after tree removal, but that he would like to discourage removal all together and/or have more permitting requirements. He said that he talked to Publix about trying to keep their trash from blowing around because he picks up a lot of hand wipes from Publix. Vice Chair Krempasky advised that the City and the Matanzas River Keeper sponsored a cleanup along A1A Beach Boulevard between the Park and A Street, and that SEPAC could organize a cleanup in the businesses along that stretch. Mr. LeClare suggested beautification of the block wall on A1A South, north of the Whispering Oaks subdivision. He asked if the City owns ten feet off the road. City Clerk Fitzgerald advised that it would depend on which road and that A1A South is a State owned road.

Chair Bandy thanked Mr. LeClare for his cleanup efforts and his comments which are a great introduction to the City's Vision Plan topic tonight. Member Thomson advised that the Vision Plan is on the Commission's agenda and was created by City Manager Royle and Commissioner England which is a mixture of commercial and residential interests with environmental conflicts, and it is important to have the voice of the residents at the meetings. Mr. LeClare said that he did point out some of these things at the last Commission meeting and he advised that the State Representative said that they would support it but would need SEPAC and the City to be in line.

Chair Bandy advised that attending Commission meetings is the best way to have your voice heard and she moved on to Item VI.1.

VI. PRESENTATION OF REPORTS:

1. Discussion of Vision Plan Draft

Chair Bandy advised that SEPAC members each received a copy of the Vision Plan draft [Exhibit A]. She advised that she submitted some comments to City Clerk Fitzgerald [Exhibit B] and asked if any other members submitted comments. She said that one consistent theme is to have more parking, which is opposite to the three goals in the Plan: 1) to provide more green space, 2) to ensure exceptional quality of life for residents, and 3) to reduce waste and consumption. She said that there were specifics as to where to have more parking, but no comments on how to provide more green space. She said the Plan calls for more parking at the Pier by removing the beach volleyball courts and the fire department, as well as other areas along the Boulevard, other streets, and the parkettes. Member Thomson advised that he is having trouble following Page 7 of the Plan.

Discussion ensued regarding whether the Plan is suggesting parking as a main use for the parkettes; whether it should be in the Vision Plan; that #7 is regarding the D Street parkettes; that the Plan is very conflicting; etc.

Chair Bandy said that adding parking to the parkettes and Hammock Dunes Park is a lot of parking for a City that is only 2 ½ miles. Member Thomson said that he does not believe this vision is shared by the residents in general and that the Plan probably has no force of law.

Chair Bandy advised that resident feedback at SEPAC meetings has been that they do not want green spaces turned into more parking and a resident that spoke at the last SEPAC meeting was under the impression that it was no longer an issue. Member Thomson said that there is continued discussion for parking on the parkettes on 2nd Avenue and A Street and he suggested a better representation from the community for the use of the parkettes.

Discussion ensued regarding the Vision Plan being contradictory, etc.

Vice Chair Krempasky asked whether the Commission set a date for a community workshop in June. City Clerk Fitzgerald advised that there was no date set, that the Commission decided to gather comments to be discussed in June and July.

Vice Chair Krempasky said that she agreed with what has been said and that SEPAC should bring out these inconsistencies at the workshop. She read from the Vision Plan draft regarding the possible amenities for Hammock Dunes Park [Exhibit A-12.G.5]. She asked Mr. LeClare if he would be opposed to having restrooms, etc. Mr. LeClare said that City Manager Royle's presentation suggested minimal amenities and to keep it as natural as possible.

City Clerk Fitzgerald advised that Ocean Hammock Park and Hammock Dunes Park both have different restrictions. Hammock Dunes Park was purchased jointly between the City and St. Johns County, which the County later deeded to the City with restrictions such as the County would have first rights to buy back, keeping it a park, etc. Chair Bandy asked to have the purchase agreement sent to her to see if it specifies no parking. Mr. LeClare said it was voted on at the last Commission meeting whether to hire a consultant for Hammock Dunes Park. City Clerk Fitzgerald advised that it is on Monday's agenda for a Request for Qualifications (RFQ) to see what could be done with the least amount of impact. She noted that the City is having trouble finding funds to complete Ocean Hammock Park the way it is required to, so anything done to Hammock Dunes would probably be a while due to budget restrictions.

Chair Bandy asked where the City is going to get the money for the parking when it was over \$30,000 just for the plans for the lot at Jack's BBQ. She advised that she read information

from an old Commission agenda book regarding \$1.3 million that has been spent on parking from 2004-2018 and now the City is talking about spending more of our taxpayer money when the visitor is the one benefiting from it. There is never going to be enough parking for the growth from the County alone.

Jim LeClare, 115 Whispering Oaks, St. Augustine Beach, FL, suggested for Hammock Dunes Park to have a trail/boardwalk for people from Magnolia Dunes to have access to the beach.

Chair Bandy advised that she found the Hammock Dunes Park purchase agreement and it specifies exclusively for use as a passive park, off-beach parking, and picnic/nature viewing and would revert back to the County if not. Member Thomson said that the whole thing could be developed into parking.

Vice Chair Krempasky advised that she received an email from Director Tredik [Exhibit C] regarding SEPAC's review of the plans for Jack's BBQ parking lot. She said that Matthews Design Group is currently designing the project and she read the email from Director Tredik and said that he would be happy to share the updated conceptual plans with SEPAC. She advised that these are City parkettes and that SEPAC should have input.

Member Thomson asked if Vice Chair Krempasky saw the conceptual plans. Vice Chair Krempasky advised that Director Tredik rejected the first plans because they did not consider the River to Sea Bike Trail or vegetative buffering and that he would share the updated plans when he receives them.

Discussion ensued regarding how much design is needed for Jack's parking lot; the design would include pavers; there should be drainage; that vegetative buffering is needed for blocking headlights on the Boulevard.

Member Thomson asked about getting the old conceptual plans. Vice Chair Krempasky said that she would not request the old plans because there is no point reviewing something that has been rejected. Member Thomson said that the bike trail has nothing to do with the parking lot or the vegetation. Vice Chair Krempasky advised that it ties in somehow on A Street.

City Engineer Sydney Shaffer advised that adding the bike path would shrink the size of the parking lot. Member Thomson asked what the conceptual plan looked like. City Engineer Sydney Shaffer advised that it was angled parking on both sides.

Member Candler asked if the bike trail was coming down A Street to the Boulevard. Vice Chair Krempasky said that she remembered having this conversation and that it was shown as coming down Mickler Boulevard. City Clerk Fitzgerald advised that the website showed it as going down Mickler Boulevard, to A Street, to Beach Boulevard and that representatives have said that it would come down the Boulevard. She said that this is not the primary area that is being worked on and it has been flip flopping between options.

Member Thomson asked when the end of the design phase is for Jack's parking lot because SEPAC would like to review and comment on the plans. City Clerk Fitzgerald advised that he could request the plans from Director Tredik. Member Thomson said that SEPAC is an advisory committee to the Commission and if the City is spending \$45,000 that SEPAC should be part of the review. Vice Chair Krempasky advised that Director Tredik would share the revised plan with SEPAC when he receives it. Member Thomson advised that he would like to request a

copy of the original plan. City Clerk Fitzgerald advised that Member Thomson could ask Director Tredik for a copy.

Vice Chair Krempasky advised that SEPAC should have the plans before its July meeting to review and give feedback at the July Commission meeting. She suggested that one SEPAC member should be the representative at the Commission meeting to address any concerns. She said that she does not see the point in reviewing the old plans.

Chair Bandy advised to stay involved with the Vision Plan as it continues to move forward. Vice Chair Krempasky suggested that SEPAC attend the community workshop. City Clerk Fitzgerald advised that no dates have been discussed for the workshop meeting yet and that the topic would probably be discussed again in July. She said this was the first draft and it would be a lengthy process.

Chair Bandy moved on to Item VI.2.

2. Discussion of Proposed Projects for FY 2023 Budget

City Clerk Fitzgerald advised that the City is in the middle of working on the FY 2023 budget and that SEPAC needs to decide on projects and budget figures for next year. Chair Bandy advised that SEPAC has not spent much money but had a lot of projects that it would need to move forward on to not risk losing the budget next year.

Vice Chair Krempasky advised that the D Street parkettes could be a project for next year if the Vision Plan wants to appropriate plants on the parkettes. Chair Bandy said that Mr. Dix came back with ideas for the green infrastructure project [Exhibit D]. Vice Chair Krempasky advised that his main concern was aesthetic because some parkettes are right next to residences.

Chair Bandy advised that Mayor Samora submitted for a grant of \$2,500 for the D Street parkettes. She said that the project is estimated to cost around \$6,500 and that she would not know until August or September whether the grant is received.

Vice Chair Krempasky advised that she did not think that the fence was necessary, but it would make them more park-like. She suggested for SEPAC to consider doing two parkettes next year and two more the following year, they would be cohesive with the same plants, and pricing could be obtained. Member Thomson asked why SEPAC is talking about next year's projects if it is not on the agenda. Vice Chair Krempasky advised that it is on the agenda.

Member Thomson asked about the \$5,000 from this year for green infrastructure. Vice Chair Krempasky advised there is no green infrastructure and that the \$5,000 was only if SEPAC was able to get approval for the project. She advised that the landscape architects did not think it was a good use for the parkettes. Member Thomson said the project is in this year's budget so what is SEPAC doing with the remainder of the \$5,000. Vice Chair Krempasky said that SEPAC does not have the \$5,000 and that it would only receive the money if the Commission approved the project. Chair Bandy said that the Commission does not agree that SEPAC needs a consultant. Member Thomson asked which Commissioner said that. Chair Bandy advised that Commissioner England is the one that specified not to hire a consultant and that she assumed that it meant that SEPAC was not to hire a consultant.

Vice Chair Krempasky asked why SEPAC would spend \$5,000 to create a prototype that can only be done on six parkettes and the rest would be improved for parking. Member Thomson advised that there are thirty-five undeveloped parkettes. Vice Chair Krempasky said that no matter how you try to spin it, the Commission wants to use those parkettes for parking along Beach Boulevard. Member Candler asked how many undeveloped parkettes are along the Boulevard. Member Thomson said maybe fifteen. He said that SEPAC voted on it and talked about it for a year and a half.

Vice Chair Krempasky said that there needs to be buy-in from SEPAC, the Commission, and the residents. She said that it does not make sense to design something that will only be used on one parkette because the Commission may not like it after the model is done. Member Thomson said SEPAC has been talking about this for two years and now we are backing off to just let the City mow it and spray it. Vice Chair Krempasky said that the residents do not want it on D Street and the Commission will not let SEPAC do it on the Boulevard. Member Thomson said he thought the bee boxes were good. He said this plan shows a lawn in front of a few trees which is just a little buffer and not sustainability. Chair Bandy said it would be trees where there are no trees now. Member Thomson said that having a lawn space that has to be mowed is not looking at the space as an environmental concern and that SEPAC can just ignore it and let it flood.

Vice Chair Krempasky said that SEPAC has been coming back to this over-and-over again and that no one is going to give \$5,000 for SEPAC to hire a consultant to tell us how to do it. Member Thomson said that the City hired landscape architect, James Turner, for \$18,000 for the entrance into the City, so it has funded landscape projects. Vice Chair Krempasky said that the City does not have the money right now. Member Thomson asked her why she talked to the Commission last year about getting \$5,000. Vice Chair Krempasky said because the Commission was willing to use it as a model for the City if Director Tredik was on board. She said that it is still moving but probably would not be for this year.

Chair Bandy said that Public Works is down several employees and cannot help design anything. Member Thomson said that Public Works was not designated as designers, but SEPAC was trying to do something more sustainable than having them mow the grass. Chair Bandy asked what specifically. Member Thomson said that Chair Bandy did the PowerPoint presentation on it, with designs that do not need to be mowed, native wildflowers, bee boxes, swales, etc. He asked if this is preferred as a landscape design and what is wanted for the model. Vice Chair Krempasky said it is not, and that she is done with the model. She said that Chair Bandy took over and did the PowerPoint but that she is not the authority.

Chair Bandy advised that she and Foreman Large went to the D Street parkettes, prepared a budget, and got information for the grant that the Mayor submitted. She said that some of it would need a lot of work to grade the land because the street is lower than the grass which is causing standing water in the street. She asked how SEPAC would solve it even it had \$5,000.

Member Thomson said that when it rains the Mexican restaurant at D Street and the Boulevard has standing water and it is only going to get worse. Chair Bandy advised that she would be happy to try to put a rain garden in the parkette, but Member Thomson said that would not be enough.

Member Thomson said that he does not think SEPAC is staying on a straight path. Vice Chair Krempasky advised that Member Thomson will not get off the path. Member Thomson said that is what planning is; creating a concept and try to develop it through. He said if SEPAC wants to change the path, then that is fine. Vice Chair Krempasky said this is for a project for next year. Member Thomson said that is why he brought it up, because it was based on a project for this year.

Chair Bandy asked for project ideas and costs for next year such as doing two parkettes per year with beautification/green infrastructure or something. She said when she did the budget for this parkette it was approximately \$6,000 which accounted for volunteer time and Public Works labor. She said it would now be around \$4,000 per parkette. Member Thomson asked if that was with the grant. He said that it is comparable to what has been done in the past, but that SEPAC also had a consultant in the past and if the Commission is not going to pay for a consultant, then SEPAC is just spinning its wheels. He said that he would not do it again and that SEPAC spends enough time for the City. Vice Chair Krempasky said that she did not know what to tell him. Member Thomson said that is it obvious that SEPAC is not making any progress.

Vice Chair Krempasky said that there are a lot of other things on the agenda such as the Stewardship Awards, Landscaping Projects, etc. Member Thomson asked what landscape things. Vice Chair Krempasky said the Environmentally Friendly Landscape Awards that were his idea. Member Thomson said they would not be awarded for another six months. Vice Chair Krempasky said that they would probably be awarded in September or October which would come from the FY 2023 budget. She stated that SEPAC spent money on trees this year

Chair Bandy reported that SEPAC did not get the grant from the Florida Wildflower Foundation for the Mickler Boulevard project this year, so SEPAC is back to using its own money and she would need to get with Foreman Large. Member Thomson said that Public Works has no one to work on the projects. Vice Chair Krempasky advised that the Mickler Boulevard project was Director Tredik's project and he asked SEPAC to work on it. Member Thomson said that it has been a three year project. Chair Bandy said that it is ready to move, and SEPAC should talk about it.

Vice Chair Krempasky advised that SEPAC has \$1,500 that was budgeted, to also use some of the weeding money, the tree money from Arbor Day, and the money that was returned from SurveyMonkey. City Clerk Fitzgerald advised that the survey money came from the City and not SEPAC. She advised that SEPAC needs to start talking about the FY 2023 budget which starts from zero and any remaining from last year does not matter. She said that if SEPAC does not have a firm budget proposal by the next meeting, then it probably would not get anything.

Chair Bandy suggested \$4,000 for each of the two parkettes, that money is needed for the landscaping and the stewardship awards, and another \$1,500 for Mickler Boulevard. Vice Chair Krempasky said that SEPAC needs to ask for money for reforestation. Member Thomson said that the reforestation is Public Works' budget. Vice Chair Krempasky advised that it has been in SEPAC's budget for the last few years. Member Thomson said that it does not matter because they do not have anyone to plant trees. Vice Chair Krempasky said that somehow, they have been able to plant the trees. Member Thomson said that he would approve the Chair's recommendations.

Chair Bandy suggested \$1,500 more for Mickler Boulevard because SEPAC can do the wildflowers and then continue farther south with a butterfly garden. Member Thomson asked to use this year's budget to do the butterfly garden. Member Candler said that is what Chair Bandy is proposing, to continue the project into next year. Member Thomson said that he does not think that it is a particularly good project anyway.

Vice Chair Krempasky said that she did not know if Member Thomson has been reading the emails that City Clerk Fitzgerald has sent because the City was very generous to SEPAC. Member Thomson said that he has heard all the excuses and that he understands that the City has budget problems and Public Works has employee problems. Vice Chair Krempasky said that if the City had the money, it would let SEPAC use it for improvements. Member Thomson said we come to these meetings and talking about putting wildflowers in next to a sidewalk that cost \$70,000 to construct and it did not have a landscape plan. Vice Chair Krempasky asked if he remembered a video about creating pollinating places in small areas as a way to control climate change. Member Thomson said that he does not want to keep talking about the wildflowers for another year and to do some this year and move on.

Proposed SEPAC budget for FY 2023: \$8,000 for two parkettes, \$1,500 for Mickler Boulevard, \$1,850 reforestation, \$500 for awards, and \$500 for Arbor Day trees.

Motion: To approve the proposed budget for FY 2023. **Moved by** Member Thomson, **Seconded by** Vice Chair Krempasky. Motion passed unanimously.

Chair Bandy asked if she should bring it to the next meeting or send it to the Commission. City Clerk Fitzgerald advised to write it up and send it her, or to City Manager Royle, or both and they would get it into the Finance Director's budget presentation from the beginning.

Chair Bandy moved on to Item VI.3.

3. Anastasia Island Environmental Stewardship Awards

Vice Chair Krempasky asked how SEPAC usually does this. City Clerk Fitzgerald said that SEPAC would review the applicants and narrow it down, then would decide which categories to award with up to four categories.

Discussion ensued regarding the nominees; possibly asking the City to recognize the City of St. Augustine/Todd Grant for helping with recycling; that some letters of appreciation have been sent to the City of St. Augustine from the Mayor/City Manager; that SEPAC should also send a letter; that SEPAC should send letters to runners up; that some people prefer gift cards over plaques; to buy a palm tree plaque for Lonnie Kaczmarzsky.

Business Group Winner – Native Plant Consulting

Business Individual Winner – Walter Coker

Non-Profit Group Winner – Fish Island Community Alliance

Non-Profit Individual Majority Vote Winner (See Below) – Lauren Trice

Lonnie Kaczmarzsky – 1-3, supported by Member Thomson

Lauren Trice – 3-1, supported by Chair Bandy, Vice Chair Krempasky, and Member Candler

Motion: to allow up to \$20 for a tree plaque for Lonnie Kaczmarsky. **Moved by** Member Thomson. **Seconded by** Vice Chair Krempasky. Motion passed unanimously.

Chair Bandy asked how to notify the winners. City Clerk Fitzgerald advised that she would notify them when to attend an upcoming meeting to receive their plaque. Vice Chair Krempasky asked if it would be possible for SEPAC to get on the July Commission agenda for the awards. City Clerk Fitzgerald advised yes as long as they can get the plaques in time.

Chair Bandy moved on to Item VI.4.a.

4. Reforestation and Landscaping Projects

a. Mickler Boulevard

Chair Bandy advised that SEPAC did not get the grant from the Florida Wildflower Foundation. She asked if SEPAC wanted to get the project going this year.

City Engineer Shaffer said that she spoke with Foreman Large, and he asked if SEPAC wants to move forward with the plastic for the solarization. Chair Bandy said that SEPAC can now do the project differently without the recommendations from the grant. Member Thomson suggested to let Public Works do it and move forward based on the plan that was presented.

Discussion ensued regarding the progress with the bee ordinance.

Member Thomson asked if SEPAC could approve the purchase of the pollinator box materials once the bee ordinance is approved. Vice Chair Krempasky said that it is minimal cost and could come out of the budget. Member Thomson suggested stating, "that if the Commission passes the ordinance, SEPAC approves the purchase of materials for eight pollinator boxes". Chair Bandy advised that SEPAC has \$1,500 and could move forward with the Mickler Boulevard project whenever Public Works has the opportunity to do the first step of putting the plastic down. Member Thomson would like a progress report from Public Works for the next meeting. Vice Chair Krempasky advised that SEPAC has until September 30th to spend the money. Member Thomson suggested to purchase the seeds from SEPAC's budget now. Vice Chair Krempasky suggested to use the other \$300 and add it to the Mickler Boulevard project.

b. Urban Forestry and Planning Projects

Chair Bandy advised that just before Arbor Day, Lowe's donated approximately \$3,000 worth of trees to SEPAC, some were given away at the Arbor Day event, and all the Oak trees were kept. Member Thomson suggested to get recommendations from Foreman Large where to plant the trees by next month.

c. Model Green Infrastructure Plan

This item was not discussed.

5. Draft Right-of-Way Ordinance

This item was not discussed.

6. Educational Programs

a. Environmentally Friendly Landscaping Awards

Vice Chair Krempasky said that she revised the questionnaire, and it is now down to 2 pages [Exhibit E]. She said there would be backup information regarding plants for St. Augustine Beach [Exhibit F1]. She suggested putting together ten paper packets and everything else would be electronic with links to the sites. She described the additional information such as pollinator plants, tree planting recommendations from the Urban Forest Management Plan, etc. [Exhibit F2-23]. She advised that SEPAC needs to decide how many applicants to allow because originally there were six SEPAC members, and each member could take three for a maximum of eighteen applicants. She said that she still needs to work out how to partner with more knowledgeable people such as a Master Gardener. She suggested for SEPAC to determine a timeline of when to start taking applications, etc. and advised that the small signage would come from next year's budget. She said it is always hard to get things started the first year.

Member Thomson asked if the format needed to be approved tonight. Vice Chair Krempasky advised that SEPAC approved the format at the last meeting, and she is still doing some research and asked for SEPAC to give her approval to add more things to the packet. She said that she tried to make a hyperlink on the PDF, but it closed the PDF, and she would need to ask for City Clerk Fitzgerald's help. City Clerk Fitzgerald advised that she could look at it.

Member Candler asked if it was for businesses and residential. Vice Chair Krempasky advised that it would be for the first eighteen reasonable applicants. She said that SEPAC is looking for people who are doing this and to acknowledge them as a good example. She said that Lauren and Jen, from Matanzas River Keepers, did not think that a gift card would be incentive for someone to re-landscape their yard to make it environmentally friendly.

Member Candler suggested to introduce it to people who are currently making changes to their landscape. She said that the Guy Harvey Resort is getting ready to redo the area out front of the hotel and she could take it to the general manager and ask him to encourage the landscapers to think about it.

Member Thomson asked if the form would have the hyperlink information. Vice Chair Krempasky said not the paper form because that would defeat the purpose. She said that is why she suggested to put the paper packets together for those that need it, otherwise it would be electronic with hyperlinks on the City's website.

Member Candler asked what timeframe Vice Chair Krempasky was thinking about. Vice Chair Krempasky said that if SEPAC gets it done at the July meeting, can start taking applications mid-July, then she could be the designated person to get the applications from the City Clerk. She said that she could also ask Alex Farr or Lonnie Kaczmarzky for their opinions about the applicants.

Member Thomson asked if SEPAC would still want to accept eighteen applications or drop it fifteen. Chair Bandy suggested fifteen as well. Vice Chair Krempasky said that having three properties for each member is enough for the first year. Member Thomson asked how many of the fifteen could be recognized. Vice Chair Krempasky said if they are all good, then SEPAC could recognize all fifteen.

Vice Chair Krempasky said that any member can do this themselves if they are comfortable. She advised that she would still try to reach the Master Gardner, but if not, then possibly Southern Horticulture could help. She said that if it is completed in July and posted by July 15th, to possibly ask for a month to complete the applications. Member Thomson suggested two months because it is summer, and people may be on vacation. Vice Chair Krempasky said the yards might look the prettiest in September. Member Thomson said that pretty and sustainability do not go hand-in-hand. Member Candler agreed and said that the questions have nothing to do with being pretty. Vice Chair Krempasky said that aesthetics are part of this too and she would not want to do this in November when nothing is in bloom. Member Thomson said that late spring is when most things would bloom but that timeframe has been missed.

Vice Chair Krempasky said that SEPAC agreed to do the Environmental Stewardship awards first and the Environmentally Friendly Landscape awards afterwards. Member Thomson said that it should have been the other way around. Vice Chair Krempasky said that SEPAC does not have to do the landscape award this year. Member Thomson said that there was a lot of research done, and this was SEPAC's educational task.

Member Candler said that even if there are only a few applicants this year, that others might be interested after seeing the signs around neighborhood yards. She said that maybe there should not be a timeframe going forward and it could just continue forever.

Member Thomson suggested to do a slide presentation to the Commission of each yard that SEPAC reviewed so that they know that the City's money is being spent wisely. He suggested to put the presentation together once a year. Member Candler asked to put the signs up throughout the year and once a year present it to the Commission.

Vice Chair Krempasky suggested that this first group should be from July 15th to October 15th. She said that it would end whenever there are fifteen applicants, but that SEPAC would want to recognize them by October 15th.

b. Newsletter Topics

Vice Chair Krempasky suggested that Ms. Cloward could still submit Newsletter information as a volunteer. City Clerk Fitzgerald agreed. Chair Bandy asked to be provided with Ms. Cloward's email address and she would contact her about it.

Chair Bandy said that the July Newsletter could be about Mr. Craddock's 2nd Street conservation easement. Member Thomson suggested getting it in the Beaches News Journal. Chair Bandy noted that SEPAC is not allowed to represent the City by contacting the newspaper directly. City Clerk Fitzgerald advised that Melinda Conlon is the City's Public Information Officer (PIO). Chair Bandy said that she could create a press release for Ms. Conlon to submit. Member Thomson said that it is for educational/sustainability purposes. Chair Bandy said that if the newspaper is interested, they could have a reporter draft a longer story. Member Thomson suggested speaking to Ms. Conlon about it.

Chair Bandy recapped SEPAC's July Newsletter contents as: the 2nd Street conservation easement, the SEPAC membership opening, and the Stewardship Award winners. She suggested to include something about Lonnie Kaczmarzsky.

Member Candler asked if SEPAC met the newest Member, Nicole Miller, beforehand. Vice Chair Krempasky said no, that the Commission interviews applicants. City Clerk Fitzgerald advised that appointment to a board is entirely up to the Commission. She said that SEPAC could recruit people, but they would still have to apply through the Commission. Vice Chair Krempasky noted that two Commissioners voted against her nomination.

VII. OTHER COMMITTEE MATTERS

Chair Bandy advised that Flagler Beach just started recycling glass and that she went to a dedication ceremony in which they showed examples of the sand/mulch that it produces that they will sell to citizens [Exhibit G]. She said there seems to be a lot of interest in it and they will have to wait and see. She said that several of the City's employees also attended, and she strongly encouraged them to consider this or to partner with the City of St. Augustine. City Clerk Fitzgerald advised that it is a \$300,000 machine. Member Thomson asked if ARPA funds could be used.

Discussion ensued whether the City could take glass to Flagler; to have a drop-off location; that Director Tredik is working with the City of St. Augustine for glass recycling.

Chair Bandy advised that the Library reserved August 25th from 5:30-7:45 p.m. for SEPAC to do the Environmental Speaker/Film Series [Exhibit H]. She reached out to Jessica Clark, from First Coast News, who does a lot of environmental topics mostly related to St. Augustine.

Mr. James LeClare, 115 Whispering Oaks Circle, St. Augustine Beach, FL asked if SEPAC did any fundraisers. City Clerk Fitzgerald advised that it is difficult for a City Board to do fundraisers. He asked if all SEPAC members replied to the ARPA survey because the City said that they only received 60 responses out of thousands of residents. He said that the City is using this to decide what to spend the ARPA funds and on and that everyone needs to participate.

Chair Bandy advised that it is not the most reliable way to base decisions and that it would be better to give each individual their own link because those responses could have been from anywhere. City Clerk Fitzgerald advised that the survey was just a guideline.

Mr. LeClare said that for the environmental survey, he said no to electric vehicles because the big lithium batteries make even more pollution. He said it takes 5,000 liters of water for one Big Mac which could be a Newsletter article. He said that the SurveyMonkey concerned him, and he also agreed with Member Thomson that original draft plans should be reviewed.

VIII. ADJOURNMENT

Motion: to Adjourn. **Moved by** Member Thomson. **Seconded by** Vice Chair Krempasky. Motion passes unanimously.

Chair Bandy adjourned the meeting at 8:34 p.m.

Lana Bandy, Chair

ATTEST

Dariana Fitzgerald, City Clerk

Max Royle

From: Lana Bandy <lcbandym@yahoo.com>
Sent: Monday, June 13, 2022 8:52 AM
To: Comm Samora; Comm England; Comm George; Comm Rumrell; Beth Sweeny
Cc: Max Royle; Melinda Conlon; Dariana Fitzgerald
Subject: SEPAC Update - June

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Dear Commissioners,

SEPAC met on June 2, and I'd like to provide an update our activities. We have a lot of great things in the works!

Please take a look at the items below, and let me know if you have questions or comments and/or would like to discuss. The next SEPAC meeting is July 7.

1. Vice Chair Michel Cloward resigned, as she recently moved outside the City. We will miss her, as she made many excellent contributions, especially in the communications area. We selected Sandra Krempasky as the **new Vice Chair**.

2. We had several residents in attendance. Marc Craddock discussed the **conservation easement** with us. (Thank you for approving it!) Another resident voiced some concerns about **Hammock Dunes** park and losing habitat for wildlife.

3. We discussed the City's **Vision Plan** and the importance of maintaining green space in the City. We look forward to future discussions about it and would love to work with the Commission on several areas, including (1) enhancing parkettes with native plants and/or rain gardens to educate the public about sustainability; (2) providing more green space in the City; (3) ensuring an exceptional quality of life for residents; and (4) reducing waste and consumption.

4. We discussed a **FY23 SEPAC budget request**. I sent the request to Max and Dariana last week. Thank you in advance for your consideration.

5. We selected the **2022 Anastasia Island Environmental Stewardship Award winners**. We had a nice group of nominees, and we will share the winners' names with you soon!

6. The Florida Wildflower Foundation did not select our **Mickler Boulevard beautification project** to receive a grant this year. We are moving forward with the project, though. We are starting on the north end of Mickler, where we will be growing a wildflower meadow. We will create some educational signs explaining the importance of wildflowers and pollinators, as well as small flower identification signs. This will not only beautify the Boulevard, but also educate visitors and residents. Public Works will be prepping the land (through solarization, which takes six weeks) this summer, and we will do the planting/signage closer to fall. We hope to have Part 2 of the project in fiscal year 2023. Thank

you for supporting our effort to include **pollinator boxes** on Mickler. Our local Scout still hopes to build the boxes for his Eagle Scout project.

7. We discussed **enhancing parkettes**, starting with some on D Street. As I mentioned in an earlier email, we have had several meetings with residents in the neighborhood and will select the areas that have great resident buy-in. Jeff Dix, of Dix-Hite (a landscape architecture firm), provided some ideas on how to make them more attractive and environmentally friendly. We expect this project to continue into 2023.

8. We continued to discuss our new **environmentally friendly landscaping recognition project**. We hope to have our first awardees this fall.

9. We have revived SEPAC's **environmental film/speaker series**. The next event will be August 25 at the Anastasia Island library. Topic, film, and speaker details will come soon!

10. SEPAC continues **resident outreach** through the City's newsletter. We hope to include information on several of the above items in the July issue.

I hope you find this update helpful. Thank you again for your support!

Lana Bandy
Chair, Sustainability & Environmental Planning Advisory Committee

COMMISSION REPORT

June 2022

TO: MAYOR/COMMISSIONERS

FROM: DANIEL P. CARSWELL, CHIEF OF POLICE

DEPARTMENT STATISTICS May 24th - June 21st , 2022

CALLS FOR SERVICE – 1731

OFFENSE REPORTS -46

CITATIONS ISSUED - 73

LOCAL ORDINANCE CITATIONS - 60

DUI -0

TRAFFIC WARNINGS - 166

TRESSPASS WARNINGS - 18

ANIMAL COMPLAINTS - 19

ARRESTS - 15

- **ANIMAL CONTROL:**

- St. Johns County Animal Control handled 19 complaints in St. Augustine Beach area.

MONTHLY ACTIVITIES –

M E M O R A N D U M

TO: MAX ROYLE, CITY MANAGER
FROM: PATTY DOUYLLIEZ, FINANCE DIRECTOR
SUBJECT: MONTHLY REPORT
DATE: 6/20/2022

Finance

Finances through the end of May are reflecting 67% of revenue collected with 47.0% of expenses recognized. At this time the city has received 96% of the budgeted Ad Valorem taxes for the year. Other revenue is trending as expected. The FY23 budget is in process with as much information as has been received. We are still awaiting the estimates from State revenues as well as the property tax estimates. The proposed budget will be developed with estimates until numbers are submitted from the county and state, as well as further information on increased costs for other major areas of the budget.

Communications and Events

No current events on the agenda at this time.

Technology

The IT Department has no updates.

MEMORANDUM

Date: June 30, 2022
To: Max Royle, City Manager
From: William Tredik, P.E., Public Works Director
Subject: Public Works Monthly Report
June 2022

GRANTS

Public Works is managing the following active grants:

- **Mizell Pond Weir and Stormwater Pump Station**
Districtwide Cost Share – St. Johns River Water Management District
Grant amount \$632,070; FEMA HMGP money as match
Status – Construction to be substantially complete in July 2022.
- **Mizell Pond Weir and Stormwater Pump Station**
HMGP grant – FEMA/FDEM
Grant amount \$1.81 Million; SJRWMD Districtwide Cost Share as match
Status – Construction to be substantially complete in July 2022.
- **Ocean Hammock Park Phase 2**
Florida Recreation Development Assistance Program
Grant amount - \$106,500; \$35,500 match required
Status – The Grant Agreement has been executed. SJRWMD permit received
Public Works proceeding with restroom purchase. Construction in Fall 2022
- **Ocean Hammock Park Phase 3**
Coastal Partnership Initiative Grant – NOAA funded
Grant amount \$60,000; \$60,000 match required
Status – Construction planned for Fall 2022; Awaiting contract from FDEP.
- **Ocean Walk Drainage Improvements**
Legislative Appropriation Request
Appropriation Request Amount - \$694,000
Status – Grant Agreement executed. Design underway.
- **C.R. A1A/Pope Road Storm Surge Protection**
HMGP grant (Dorian) - FEMA/FDEM
Phase 1 Design Grant amount \$52,500; \$17,500 match required
Status – Contract with FDEM executed. Procurement of Design Consultant underway

- **Dune Walkovers**
St. Augustine Port, Waterway and Beach District
Grant amount \$335,000; \$335,000 match required
Status – Grant approved the District Board on May 17, 2022. Design commencing in Summer 2022
- **Magnolia Dunes/Atlantic Oaks Circle Drainage Improvements**
Legislative Appropriation Request
Grant amount \$1,200,000;
Status – Grant approved. Grant contract preparation underway
- **7th 8th and 9th Street Drainage**
Legislative Appropriation Request
Grant amount \$90,000;
Status – Grant approved. Grant contract preparation underway

Additionally, Public Works has applied for the following grants:

- **Windstorm Mitigation of City Hall, Police Station and Bldg. C**
HMGP grant (COVID-19) - FEMA/FDEM
Grant amount requested \$150,000; \$50,000 match required
Status – Application submitted 12/21/21; FDEM Review Underway

DRAINAGE

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. Construction is approximately 85% complete. Work completed in the last month includes:

- Modifications to pump station wet well to fit the new pumps
- Installation of new electrical service and transformer
- Installation of pump station electrical panel and components
- Installation of new pumps

Ocean Walk Drainage Improvements [DESIGN] –Design 30% complete.

Commission presentation planned for July 11, 2022

Construction planned for FY 2023

Oceanside Circle Drainage [FINAL DESIGN/PERMITTING] – The project is in final design and permit application is pending. Bidding planned for Summer 2022.

11th Street Pipe Repair [FINAL DESIGN/PERMITTING] – Design is 90% complete and permit application pending. The project is under review in conjunction with the Stormwater Master Plan Update, to determine if replacement of the failing pipe (rather than removal) may best serve future projects to alleviate flooding east of A1A Beach Boulevard. If replacement is not deemed necessary, the project will be re-budgeted and proceed as designed. If replacement of the failing pipe better allows the implementation of projects to alleviate flooding east of A1A Beach Boulevard, the plans will be modified prior to bidding. While the project is reevaluated, staff will continue to monitor 11th Street to ensure the pavement remains safe to vehicular traffic and conduct temporary repairs if needed.

C.R. A1A / Pope Road Storm Surge Protection [DESIGN] – The project will prevent storm surge from Salt Run from entering the City at Pope Road. Staff is finalizing the fee and scope for CMT to design and permit the project.

Magnolia Dunes / Atlantic Oaks Circle Stormwater Resiliency improvements [GRANT AGREEMENT DEVELOPMENT] – The City is coordinating with FDEP in the development of the grant agreement for the subject project. Upon completion of the grant agreement the City will select procure a design consultant to commence design and permitting. Design is scheduled for FY 2023 with construction commencing in FY 2024.

7th, 8th, 9th Street Drainage Improvements [GRANT AGREEMENT DEVELOPMENT] – The City is coordinating with FDEP in the development of the grant agreement for the subject project. Upon completion of the grant agreement the City will select procure a design consultant to commence design and permitting. Design is scheduled for FY 2023 with construction commencing as soon as late FY2023.

PARKS

Ocean Hammock Park Phase 2 [CONSTRUCTION] – 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). Restrooms are scheduled to be installed in Fall 2022.

Ocean Hammock Park Phase 3 [PRE-BID] – Design and permitting is 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. Construction of a portion of the Phase 3 improvements to be funded by a \$60,000 grant from the Coastal Partnership Initiative. Bid Document preparation is underway and the City will bid the project as soon as the FDEP grant agreement is fully executed. Construction is anticipated to commence in the late summer of 2022.

Stormwater Master Drainage Plan [PLANNING] – CMT has begun development of the Stormwater Master Drainage Plan Update. Mailers and survey forms will be sent to City

property owners in July to help identify drainage needs beyond those currently known by staff. A public meeting will be scheduled in August to discuss initial findings and survey results, and to discuss the areas in need of stormwater improvements for inclusion in the Stormwater Master Drainage Plan Update.

Streets / Rights of Way

2nd Street Improvements and Extension [CONSTRUCTION] – the City has entered into a contract with D.B Civil Construction, for construction of the project. The contract has been modified to allow ARPA funds to be used to fund the completion of the 3rd Lane ditch piping project, which will be incorporated into the project via change order. A preconstruction meeting was held in June, 2022. Due to material supply delays, the notice to proceed will not occur until August 2022. FPL is currently designing underground power for 2nd Street. The City is assisting in the acquiring the necessary FPL easements.

Roadway Resurfacing [CONSTRUCTION PENDING] – FY 2022 roadway resurfacing is currently being planned for Summer 2022. Roads currently in the FY 2022 resurfacing program are:

- 6th Street through 9th Street east of A1A Beach Boulevard
- Atlantic Alley
- Mickler Boulevard between 11th Street and 16th Street
- North Trident Place
- 1st Lane
- 1st Street
- 2nd Lane
- 2nd Street
- 3rd Street
- 4th Street
- 5th Street

Additional streets may be added to the list pending funding availability.

A Street to 1st Street West Parking Lot – Conceptual Design complete. Commission presentation planned for July 11, 2022. Construction planned for FY 2023

LED Streetlight Conversion - Phase 1 and Phase 2 of the LED conversion is complete. Coordination with FPL regarding the remainder of the LED conversions, as well as new lights in specific locations (Phase 3) is underway. Phase 3 will be presented at an upcoming Commission meeting

A Street Sidewalk and Drainage Improvements [PRE-CONSTRUCTION] – Construction is planned to commence in November 2022.

PENDING ACTIVITIES AND PROJECTS

1. PERFORMANCE REVIEW OF POLICE CHIEF AND THE CITY MANAGER. No information to report.

2. LAND DEVELOPMENT REGULATIONS CHANGES. The City Commission at its June 6th meeting considered two more amendments to the Regulations: a) to change the definition of erosion-resistant material and the resurfacing of parking areas; and b) to change the wording regarding the keeping of bees and insects. The latter is the result of a proposal from the Sustainability and Environmental Planning Advisory Committee to put non-honeybee pollinator boxes along Mickler Boulevard. The Commission approved the pollinator boxes ordinance on second reading. The final reading will be held at the Commission's July 11th meeting. The ordinance concerning erosion-resistant materials and the resurfacing of parking areas wasn't passed. The City Attorney and Public Works Director are preparing new language for it.

There is another ordinance concerning the Land Development Regulations: to increase the number of vacation rental licenses from 100 to 123. The Planning Board reviewed the ordinance at its June 21st meeting and voted not to recommend it. The Commission will discuss the ordinance and the Planning Board's recommendation at its July 11th meeting.

3. UPDATING STRATEGIC PLAN. Commissioner England during her recent term as Mayor worked with the City Manager on developing a Vision Plan. Because of the goals and projects stated in it, it could take the place of the strategic plan. Commissioner England presented the Plan at the Commission's May 2nd meeting. The Plan was discussed by the Sustainability and Environmental Protection Advisory Committee at its June 2nd meeting. The Comprehensive Planning and Zoning Board discussed it on June 21st and decided to continue the discussion at the Board's July 19th meeting.

4. PARKING IMPROVEMENTS. The improvements would be constructing a firm surface, such as with paver blocks, brick or asphalt, for vehicles to park on. Suggested locations for the improvements are: north side of Pope Road between A1A Beach Boulevard and the entrance to the YMCA, plaza southwest corner of 8th Street and A1A Beach Boulevard, north side of 5th Street between the Boulevard and 2nd Avenue, north side of 4th Street between the Boulevard and the beach, and the plazas on the Boulevard's west side between A and 1st Streets.

At this time, the only parking project under way is for the plazas on the west side of the Boulevard between A and 1st Streets. Money to pay the costs could come from the \$3.5 million that the City has been allocated from the American Rescue Plan Act. The Public Works Director approved the scope of work from a civil engineering consultant to do the design and permitting phase starting in March 2022 and \$15,000 was spent for this phase. The design phase should be completed before the end of the current fiscal year in September 2022. Concept plans will be reviewed by the City Commission at its July 11th meeting.

There are no plans at this time for the Commission to consider paid parking.

5. JOINT MEETINGS:

a. With the County Commission. No date has yet been proposed for the meeting.

b. With the Comprehensive Planning and Zoning Board and the Sustainability and Environmental Planning Advisory Committee (SEPAC). The next joint meeting could be scheduled sometime during 2022.

6. UPDATING PERSONNEL MANUAL. The entire Manual will be redrafted to correct spelling and remove redundant and/or obsolete provisions.

7. LED STREETLIGHTS. Florida Power and Light has installed LED lights along the Boulevard and Pope Road, and 16th, 11th and A Streets, and Mickler Boulevard. At its December 6, 2021, meeting, the Commission approved a contract with Florida Power and Light to replace 79 lights. The next step will be replacing the old-fashioned, high pressure sodium lights in residential areas. The Commission at its August 1st meeting will be asked to approve the contract with FP&L for the conversion.

8. GRANTS. The City has received grants from the following agencies:

a. Florida Recreation Development Assistance Program, \$106,500, for restrooms at Ocean Hammock Park. City match will be \$35,500. Total project is an estimated between \$400,000 and \$500,000. This is Phase 2. The Governor approved the appropriation and the contract with the Florida Department of Environmental Protection has been signed. The restrooms have been designed by a local architect and the Public Works Department has done the site design. The St. Johns River Water Management District has approved the permit. At its March 7, 2022, meeting, the Commission accepted the Public Works Director's recommendation not to accept the only bid receive because of its high cost. The Commission authorized the Director to negotiate a lower price by reducing the scope of work. Because negotiations did not result in significant savings, the Director will purchase prefabricated restrooms for a cost of \$135,000. There'll be additional costs to provide electrical service and water/sewer service. The Director estimates that the project's total cost will be between \$100,000 and \$200,000 under the initial bid. Restrooms will be ordered in early July.

b. Coastal Partnership Initiative: The Public Works Director has applied for a Partnership grant for \$60,000 to construct the improvements to Ocean Hammock Park. The application was submitted on September 25, 2020. The state has approved the grant and the City will advertise for bids once it has received a signed contract from the state.

c. St. Johns River Water Management District Cost Share Program: Grant applied for in February 2021 to provide funds for the new weir at the City's Mizell Road retention pond. The amount requested was \$600,000. The District appropriated the money in its Fiscal Year 2021 budget and the contract was executed. The City advertised for bids and the bid was awarded to Sawcross, Inc. The project is 85% complete and will likely be finished in August 2022.

d. Hazard Mitigation Grant. At its December 6th meeting, the City Commission approved the Public Works Director's request to apply for a grant of \$420,000 for hardening City buildings, a backup generator Public Works facility, and drainage improvements at the west end of 7th, 8th and 9th Streets. The City will not receive grant funds for the generator. The request for funds for 7th, 8th, and 9th streets drainage project will be withdrawn because is receiving funding from other sources. The City is discussing with the state whether the hardening of city hall is eligible for grant funding.

9. NON-CONFORMING BUSINESS SIGNS. The City's sign code has a height limit of 12 feet for business signs. A number of businesses have signs that exceed that height. According to the code, these signs

must be made conforming by August 2023. The Building Official and his staff will notify the businesses of this requirement and will work with them to bring these signs into conformity.

10. FLOODING COMPLAINTS. Citizens have expressed concerns about the following areas:

a. **Ocean Walk Subdivision.** The subdivision is located on the east side of Mickler Boulevard between Pope Road and 16th Street. Earlier in 2020, the ditch that borders the subdivision's west side was piped. Ocean Walk residents complained that the piping of the ditch caused flooding along the subdivision's west side. To improve the flow of water, the Public Works Director had debris cleared from the Mickler and 11th Street ditches. At its October 5, 2020, meeting, the City Commission asked the Public Works Director to prepare a Request for Qualifications, so that the Commission could consider an engineering firm to review the Ocean Walk drainage issues. The deadline for responses to the RFQ was November 23, 2020. The Public Works Director prepared an addendum, which was advertised before Thanksgiving. The deadline for the RFQ was December 8, 2020. A committee of City employees reviewed the three proposals that were submitted and recommended the City be authorized to negotiate with the Masters Design Group of St. Augustine. The Commission approved the authorization at its January 4, 2021, meeting. At its March 1st meeting, the Commission approved the contract with Matthews. In March 2021, the City was notified that its request to the Florida Legislature to appropriate \$694,000 for Ocean Walk drainage improvements was approved and in late May 2021 the City was notified that the appropriation had survived the Governor's veto. The grant agreement has been executed and a contract has been signed with the Matthews Design Group of St. Augustine for the design and permitting phase of the project. Preliminary design is nearing completion. The Public Works Director will provide an update report on the project to the City Commission at its July 11th meeting.

b. **Oceanside Circle.** This street is located in the Overby-Gargan unrecorded subdivision, which is north of Versaggi Drive. A survey has been done to determine the road's right-of-way and the final design of a new road is underway by the City's civil engineering consultant. The final plans are being done and will be submitted to the St. Johns River Water Management District for a permit.

c. **St. Augustine Beach and Tennis Complex and Private Pond between Ocean Trace Road and the Sabor de Sal Subdivision.** The private retention pond for the Beach and Tennis condo complex is too small and floods during periods of heavy rainfall. The flooding threatens the condo units that border the pond. The Sabor de Sal subdivision had a pond that is owned by the adjacent property owners. It also floods and threatens private property. The area needs a master plan that will involve the City, private property owners and the Florida Department of Transportation. The Public Works Director plans a town hall meeting with the affected parties, to discuss a possible private/public partnership. A preliminary step will be the hiring of a consulting engineer to do an assessment and develop project alternatives.

d. **A Street east of the Boulevard.** After discussion and several onsite meetings with then-Vice Mayor Samora, A Street residents and County/City staff members, the County informed the City's Public Works Director in mid-January 2022 that the project will include a drainage inlet structure along the south side of A Street with a five-foot wide, six-inch thick concrete sidewalk on the north side. The County has asked the contractor for an updated cost estimate. According to the County Road and Bridge Department, construction won't begin until November 2022 because the contractor is having difficulty getting materials.

e. Pipes under Pope Road and A1A Beach Boulevard. Application for \$550,000, 75% of which will come from the Hazard Mitigation Grant Program. The contract with the Florida Division of Emergency Management has been executed. The Public Works Director has hired a design consultant.

f. Magnolia Dunes/Atlantic Oaks Circle. Thanks to the efforts of Vice Mayor Rumrell, state representative Cyndi Stevenson and state senator Travis Hudson, \$1,200,000 was put in the state's Fiscal Year 2023, which went into effect on July 1, 2022. The appropriation survived the Governor's veto pen. The City is assembling information for the revenue agreement.

11. STORMWATER UTILITY FEE. The Commission decided at its October 4, 2021, meeting that the time to levy the fee wasn't right in light of the recent increase in the non-ad valorem fee for the collection of household waste and recyclables and the increase in property taxes due to the rise of property values in the City. The proposal for this fee will be brought back to the Commission in 2023.

12. RENOVATING THE FORMER CITY HALL AND CIVIL RIGHTS MONUMENT. On March 23, 2022, the City Commission held a workshop, the purpose of which was to discuss with citizens the renovation of the second floor of the former city hall at pier park, future uses of the building and a civil rights monument. Ms. Christina Parrish Stone, Executive Director of the St. Johns Cultural Council, made a PowerPoint presentation that described the building's history and the \$500,000 historic grant that can be spent on renovating certain features of the building, such as the upstairs windows and exterior awnings, and a smaller \$25,000 grant that can be spent on interpretative signage for the building. Ms. Stone highlighted that the building's designation as historic by the federal government enhanced its eligibility for the \$500,000 grant. The outcome of the workshop is that the building is to be used as a cultural arts center with the second floor possibly having artists' studios and a small museum. Artwork outside the building, such as a new civil rights monument to replace the old one that commemorates the 1964 civil rights struggle to integrate the adjacent beach, would be created. City staff will work with Ms. Stone and the Cultural Council on such matters as the building's structural strength, building code requirements to renovate the second floor, accessibility to the second floor for the public, fund raising and seeking citizens to serve as volunteers on a citizen advisory committee. The money from the \$500,000 grant must be spent by June 2024.

13. BEACH RESTORATION. St. Johns County is the local sponsor of beach restoration in the City, as money from the bed tax is used to pay the County's share of the cost for each restoration project. According to the County's Coastal Manager, the next renourishment of the City's beach is scheduled to begin in July of 2023.

14. NEW YEAR'S EVE FIREWORKS SHOW. At the City Commission's March 7, 2022, the City's Events and Communications Coordinator, Ms. Conlon, provided a report to the Commission about the December 31, 2021, fireworks show, which featured just the fireworks: no bands, food vendors, kids zone, etc. The Commission had no recommendations to change the event for the next New Year's Eve.

15. INTERGOVERNMENTAL PROJECTS. When the Commission discussed the strategic plan at its February 1, 2021, meeting, more involvement with the County and St. Augustine was mentioned as desirable. Below is a summary of the City's current involvement with various area governmental entities.

a. Mobility: At the City Commission's August 11, 2021, meeting, St. Augustine's Public Works Director, Reuben Franklin, March 2021, presented his city's mobility plan.

b. River-to-Sea Loop: This is a Florida Department of Transportation, St. Johns County, St. Augustine and St. Augustine Beach project to construct 26 miles of a paved bike/pedestrian trail as part of the 260-mile trail from the St. Johns River in Putnam County to the ocean in St. Johns County. The Loop will then go south through Flagler and Volusia counties to Brevard County. This is a long-term, multi-year project. At this time, the Loop will enter St. Augustine along King Street, go across the Bridge of Lions, south along State Road A1A to the State Park, through the Park and into our City, then along A1A Beach Boulevard to State Road A1A. Though possibly not feasible in all locations, the goal is to have a wide, bike/pedestrian trail separate from the adjacent road.

In January 2022, the County Traffic Operations Division informed City staff that no meetings concerning this project have been held for over a year. The Loop's final route has yet to be determined. It might be through the State Park into our City to A1A Beach Boulevard, or along Pope Road from Old Beach Road to the Boulevard.

c. Transportation Development Plan: The development of the plan involves several agencies, such as the County, St. Augustine, our City, the North Florida Transportation Organization and the Sunshine Bus System. On February 25, 2021, the City Manager attended by telephone a stakeholders' meeting for an update on the development of the plan's vision, mission goals and objectives. Most of the presentation was data, such as population density, percentage of residents without vehicles, senior citizens and low income and minority residents in the County and the areas served by the Sunshine Bus. The next stakeholders' meeting has yet to be announced. The agenda will include transit strategies and alternatives and a 10-year implementation plan.

d. Pedestrian Crosswalk Safety Signals. On A1A Beach Boulevard, the County Public Works Department has put flashing signals at the crosswalk between the Sea Colony subdivision and the shopping center, and at the crosswalk between the Whispering Oaks subdivision and Ocean Hammock Park. The County will put additional signals on the Boulevard by pier park and at the 16th and 11th Street intersections.

16. AMERICAN RESCUE PLAN ACT. This was passed by Congress and approved by President Biden in February and March 2021. It will provide money to states, cities and counties to help them recover from the pandemic's effects. Our City is eligible to receive \$3.5 million. That because the rules governing what the money can be spent on have been loosened by the U.S. Treasury Department will enable the City to do a number of projects, such as road paving, drainage and parking improvements.

At its April 4, 2022, meeting, the City Commission approved an agreement with the City's auditing firm, James Moore and Associates, to do contract management for the spending of ARPA funds. On April 19th, the Commission held a special meeting to discuss uses of ARPA funds and authorized that \$951,000 be appropriated for two new sanitation trucks at \$250,000 each, new police vehicles and radar units, the piping of a ditch in an alley between 2nd and 3rd Streets with the remainder of the appropriation to be used for adjustments to employee salaries. In June, the City purchased a brush pickup truck for \$161,000, using ARPA funds.

Concerning beach access walkovers: The Public Works Director asked the St. Augustine Port, Waterway and Beach Commission at its May 17, 2022, meeting, for an appropriation to buy half the costs to construct new walkovers at 11 access points to the beach. The Port Commission approved a match of \$335,000, or a 50% match, for the walkovers. At its Jun 6th meeting the City Commission approved the City's match of \$335,000 coming from ARPA funds.

Concerning park planning: At its May 2, 2022, meeting, the Commission considered having a Request for Qualifications prepared for a planner to develop a master plan for Hammock Dunes Park, which is located north of the shopping center. The planner could be paid with ARPA funds. The Commission asked that the Request for Qualifications include the following: consideration of wildlife corridors in the Park, a pedestrian/bicycle trail, access to State Road A1A and a parking area or lot. The Commission at its June 6th meeting approved the wording for the Request for Qualifications. XXXXXX

17. UNDERGROUNDING OF UTILITIES. At its May 2, 2022, meeting, the City Commission reviewed a request from the City Manager for referenda topics for the 2022 primary or general election. One possible referendum topic discussed was the undergrounding of utility lines. The Commission reviewed information concerning this topic at its June 6th meeting and decided to hold a workshop in August with representatives from Florida Power and Light. The City Manager has asked FP&L for a date for the workshop, which the Commission will set at its July 11th meeting.

In the meantime, the City Commission has directed that the utilities be put underground along a new street, which 2nd Street west of 2nd Avenue. Easements have been obtained from the owners of the lots along 2nd Street west of 2nd Avenue for FP&L to put its equipment on their property. The Public Works Director is working to obtain easements for all the lots along 2nd Street east of 2nd Avenue for FP&L to put its equipment on private property. Two property owners haven't yet agreed to provide an easement.

18. TRAFFIC STUDY AT VERSAGGI DRIVE. At its March 14th continuation meeting, the City Commission reviewed the history of the City's permitting an entrance/exit driveway for Alvin's Island on the north side of Versaggi Drive. A Versaggi resident had filed a lawsuit against the driveway and a judge had requested that the City again consider the request for the driveway by the Alvin's property owner. The Commission approved that the City have a traffic engineer to do a study of the driveway and adjacent areas, as well as review how the intersection of Versaggi Drive with State Road A1A could be made safer. The City utilized a traffic engineering firm under contract with the County. The Public Works Director has received a preliminary study, which he is now reviewing.

19. HOLIDAY LIGHTING ON A1A BEACH BOULEVARD. For years, the City each November would put up holiday decorations on poles along the Boulevard that are owned by Florida Power and Light. In 2020, FP&L informed the City that the company would no longer allow the lights on its poles.

At the City Commission's May 2, 2022, meeting, a resident asked if FP&L would allow solar-powered decorations on its poles. City staff forwarded this request to FP&L, which responded that it would allow any decorations on its poles. FP&L replied that no ornaments, however powered, would be allowed on its poles.